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Nueces County Emergency Services District #3  
Meeting held on May 7, 2020 via Zoom meeting  
Station 1, 205 South Pacific Ave.  
Bishop, Texas 78343

1. Call to Order-Establish a Quorum
  - a) President Gary Eulenfeld called meeting to order at 6:02 p.m. There were three members present – Gary Eulenfeld, Barry Fuhrken, and Russell Jungmann so a quorum was present to conduct business.
2. Introduction of Board Members and Member of the Audience
  - a) President Eulenfeld introduced members. Attendees to note were Chief Davis and Chief Zamora.
3. Open Forum
  - a) Chief Davis made a comment that both events he was scheduled to attend that the board had approved in previous meetings were cancelled until further notice due to Covid 19 disruption.
  - b) Chief Davis stated that test results are back for all but 3 of the department personnel that have been tested. All test results so far have been negative except for the first one that spured the testing. The one that did test positive has been cleared and is back at work.
4. Approve Minutes
  - a) Russell read the minutes from the April 2<sup>nd</sup> meeting. Barry made a motion to approve the minutes as read. Russell second. Motion passed unanimously.
5. Fire Chief's Report
  - a) Chief Davis reported to the board that he has not finished writing his report for the month but would submit it to president Eulenfeld by tomorrow.
6. Sub-Committee Reports
  - a) Policies and Procedures – In progress, nothing noteworthy to report.
  - b) Strategic Planning – In progress, nothing noteworthy to report.
  - c) Budgeting – Barry reported we would need to address a budget amendment at next meeting.
  - d) Fundraising and Grants – Gary reported that he and Barry would be getting more information from the webinar on Grants this coming week. Barry reported we had received the \$20,000.00 from the Brush 33 skit unit grant.
7. Old Business
  - a) Barry gave a report on action items from the 2019 financial audit.
    - i) Credit Cards will now be tracked monthly through ZOHO credit expense tracking app.
    - ii) Gary, Barry, and Russell are current on training requirements from attending the SAFE – D conference in Galveston.
    - iii) Mike is current on training through web based training tools.
    - iv) All other items comply with recommendations from the auditor.
  - b) Report on Demo of old Tanker 2 for TERP grant
    - i) Chief Davis reported it is done.
    - ii) Barry reported that he received confirmation of completion but has not received the title yet.

- iii) Barry reported that to comply with TERP grant we must submit yearly mileage of vehicle that is replacing the old one.
  - c) Report on Web Design Company updating Web page to meet regulatory requirements.
    - i) Gary reported that Tami has completed the web design and it is currently up and running. No action is required.
  - d) Review need to update and extend disaster declaration as it pertains to Covid 19 pandemic past May 15, 2020.
    - i) Chief Davis and Chief Zamora both expressed opinions to see declaration stay in effect.
    - ii) Board discussed keeping the declaration in effect until May 15, 2020 but not issuing a new declaration past that point if nothing warrants doing so. No action was taken.
- 8. Conduct any business necessary for proper functioning of the E.S.D.
  - a) Act on adopting web platform for conducting meetings to comply with open meeting act as necessary during Covid 19 pandemic.
    - i) Gary made a motion to pay for another month of Zoom access in case the board needed to meet via Zoom next month. Barry second, motion passed unanimously.
  - b) Take necessary action to set up account with Texas CLASS local government investment pool.
    - i) Barry gave report on what benefits the Texas CLASS pool are for our E.S.D. i.e. Better money market accounts with better interest rates.
    - ii) Barry read resolution to adopt Texas CLASS as our investment vehicle
    - iii) Gary made a motion to adopt the resolution as read, Barry second. Motion passed unanimously.
  - c) Review and act on payment of annual insurance premiums for VFIS insurance policies.
    - i) Barry gave report on what insurance package includes
    - ii) Total premiums this year will total \$24,120.00 annual.
    - iii) Russell made a motion to approve premium payments, Barry second. Motion passed unanimously
  - d) Review and approve bills for repair of engine 1 transfer case and transmission.
    - i) Chief Davis reported transfer case is bad and needs to be replaced.
    - ii) Estimated cost is \$13,700.00
    - iii) Barry made a motion to approve funding for repairs, Gary second. Motion passed unanimously.
  - e) Update on repeater move to new tower and the accident involving the Violet tower.
    - i) Chief Davis gave a report on the weather event that knocked down the tower
    - ii) Chief Zamora gave a report on range on Driscoll tower which is not very good. The repeater needs to be moved to a larger tower.
    - iii) Barry stated we need to look into insurance as part of contract for space on a new tower.
    - iv) No action required at this time.
- 9. Financial Statements
  - a) Act on reviewing and approving payment of current bills
    - i) Gary made a motion to approve payment of current bill outlined in the discussion. Russell second. Motion passed unanimously.
  - b) Act on reviewing and approving credit card expense reports and statements
    - i) Gary made a motion to approve credit card payments as presented. Russell second. Motion passed unanimously.
  - c) Act on approving transfer of funds between accounts

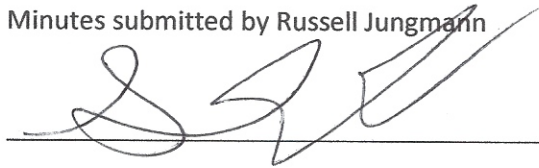
- i) Barry gave report we need to transfer \$40,000.00. Gary made a motion to approve the transfer. Russell second. Motion passed unanimously.
- d) Act on updating signature cards at Compass Bank for Checking, Fireman's Fund, Money Market and CD.
  - i) Barry gave report on updating signature cards and Compass Bank.
  - ii) Russell made a motion that we take necessary action to update signature cards as reported by Barry. Gary second. Motion passed unanimously.

10. Executive Session

- a) Executive session was not required.

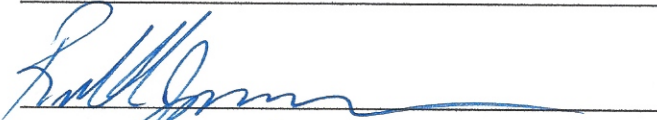
11. Meeting was Adjourned at 8:08 P.M.

Minutes submitted by Russell Jungmann

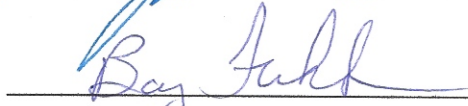


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President

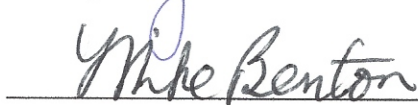
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Vice – President



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Secretary



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Treasurer



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Commissioner