

Caldwell County Emergency Services District #3

Board Meeting MINUTES January 12, 2024

Board Meeting held at the Martindale Volunteer Fire Department located at:
111 Lockhart Street, Martindale, TX 78655

1. Call meeting to order at 6:28 pm
 - (a) Roll Call: Commissioners Present – Bill Hamilton, Mark Jungers, David Murdoch, Robert Moreno
Absent: Josie Martinez Also in Attendance: Chief Germer, Laurel Schuelke, Bill Glaze, Matt Tanksley and Mark Bane of Siddons Martin
 - (b) Quorum present
2. Review and approve Minutes from the December 14, 2023 meetings - Bill Hamilton motioned to approve the minutes with one change on 3(c) from “contractor” to “resident inspector” - Mark Jungers 2nd – Passed 3-0 with Robert Moreno abstaining due to being absent for that meeting
3. **Reports**
 - (a) Call Report from MVFD – There were 24 calls received and responded to in December
 - (b) Financial Report – Presented by Mark Jungers
 - (c) Building update - Bill Hamilton reported that he is awaiting a revised drainage proposal and that Bluebonnet Electric is eager to close out their work order for a meter at the new station.
 - (d) Repairs/upgrades to MVFD assets – MVFD received a grant for a skid for a brush truck – there are matching funds that will be due.
4. **Discussion / Action items:**
 - (a) Siddons Martin scheduled PM services – Siddons Martin representative Mark Bane attended to help Chief Germer answer questions regarding a vehicle PM program they offer. The program lists fixed costs for services that would have cost the ESD less than the total of last year’s PM costs had this agreement already been in place. Bill Hamilton motioned to approve the PM agreement with Siddons Martin - Mark Jungers 2nd – Passed 4-0
 - (b) Review and approve expenses – Blue Layer send a revised proposal based on a reduced user count. The Fully Managed Service Plan will be \$480/mo. and the Cybersecurity Plan will be \$346.80/mo.
Bill Hamilton motioned to approve payment of the VISA card in the amount of \$315.44 by auto draft, \$103.72 to Joe Mahlie to reimburse for fuel and office supplies, \$52,200 to GKZ for architectural invoice #4, \$3,500 to move Jack Mudd’s fence, \$571.02 to Chuy’s on the VISA for the FD’s Christmas party and 2 invoices to All Makes Collision and Automotive to repair damage to B61 when the tire treads blew (\$1,396.53) and to repair the damage to S62 when backed into Matt Tanksley’s personal vehicle (\$1,426.73) [each will have a \$500 deductible] - Mark Jungers 2nd – Passed 4-0
 - (c) Human Resource structure – the closed session began at 8:26
5. Announcements: Robert Moreno reported that the auditor has sent confirmation letters to the ESD’s banks and the appraisal district. All information requested by the auditor has been provided by Laurel Schuelke, who reported that no follow up questions have been received.
6. Set next meeting time and date – **Thursday 2-8-2024** – 6:30pm
7. Adjournment – a closed session began at 8:26