

Caldwell County Emergency Services District #3

Regular Board Meeting

MINUTES

Thursday June 28, 2018

6:30PM

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

1. **Call meeting to order** – 6:30 pm
2. **Roll call of Board Members** - Members present - Ross Purcell, Bill Hamilton, David Murdoch, Jack Mudd, Richard Salmon
3. **Establish a Quorum** – Quorum present
4. **Review and approve Minutes** from the June 14, 2018 meeting – Motion to accept as written by Richard Salmon - Bill Hamilton, second - PASSED 5-0
5. **Discussion / Action item – Training Opportunities** – Nothing to report.
6. **Discussion / Action item – Land purchase update** - Closing of the Land is complete
7. **Discussion / Action item – Funding options for Fire Station and next steps**
 - a. Procurement of professional services as required by law to hire an engineer. Judy Langford (Langford & Assoc.) can do the procurement at no cost to the ESD. Her fees would be reimbursed by the USDA Loan, if we get the loan and only if we follow the procurement procedures.
 - b. Engineering for the Fire Station – Dan Hejl of Hejl-Lee is the engineering firm
 - c. USDA Community Facilities Loan and other grants use FED and Texas approved procurement process, the USDA Loan will require the engineered drawings and will cost approximately \$5,000; these are usually 40 year loans.
 - d. The Martindale City Council has to approve a Resolution to submit a grant application on behalf of the ESD/ Fire Department for the GLO grant. Ross Purcell to get the resolution scheduled for the next City Council meeting Agenda.
8. **Discussion / Action item – 2016 Block Grant from GLO** (deadline September) – Judy Langford will write the grant application at no cost to the ESD. If the grant is awarded, she gets paid out of the Administrative Fees built into the grant.

9. **Discussion / Action item – DUNNs number and SAM set up progress** – Beth Schreiber is working on the DUNNs number and SAM setup for the ESD, it usually takes about 20 days to get the DUNNs number and 30 days to get the SAM.
10. **Discussion / Action item – New Station Design Committee update** – Committee met with Delanie Shroyer on 6-27-18 to share ideas - she will draw up a preliminary floor plan for our first review. Jack Mudd presented to the Board his drawings that he submitted to Delanie as did fireman Kaleb Kelley.
11. **Discussion / Action item – City Council and County Hazard Mitigation Plan update** – Ross Purcell reported that the meeting with the City went well and they agreed to add the ESD and Fire Department to the Hazard Mitigation Plan with the County so that we can apply for the GLO 2016 Block Grant. Mayor Kim Smith met with Martin Richey to explain what the Fire Department is looking for to be added to the County Hazard Mitigation Plan.
12. **Discussion / Action item – Review and approve expenses** – Motion made to approve up to \$2,500 to pay Judy Langford to procure an engineer made by Bill Hamilton – second Richard Salmon – PASSED 5-0
Lisa Schliegle of the LCRA instructed Bill Hamilton to go ahead and purchase the extra items with the outstanding LCRA grant funds. A motion was made by David Murdoch to purchase Medical Bags for \$2,890 and a Suction Unit for \$1,746 to complete the purchases with the LCRA grant funds – second Richard Salmon - PASSED 5-0
13. **Announcements:** No action or in depth discussions
14. Next meeting time and date set – **Thursday 7-12-18** – 6:30pm
15. **Adjournment** - 7:30 pm – motion to Adjourn, Richard Salmon – David Murdoch, second – PASSED 5-0