

# Caldwell County Emergency Services District #3

## Board Meeting MINUTES

November 11, 2021 6:30PM

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 (Recording Available)
  - (a) Roll Call: Commissioners Present – Bill Hamilton, Mark Jungers, Robert Moreno, Josie Martinez  
Commissioners Absent - David Murdoch Also in Attendance: Laurel Schuelke, Chief Chris Germer, Firefighter Matt Tanksley
  - (b) Quorum present
2. Review and approve Minutes from the October 7, 2021 meetings - Motion made by Mark Jungers to accept minutes as written – Josie Martinez 2<sup>nd</sup> – PASSED 4-0
3. **Reports**
  - (a) Building Report – Bill Hamilton reported that the City Council is adding the approval of the exterior of the new station in the scenic corridor to their agenda. Frank Gomillion will attend. (This is not a USDA requirement.) Frank plans to have all the information the USDA is requiring ready this month, including estimated costs.
  - (b) Call Report from MVFD – There were 18 calls in October, 1 missed. Chief Germer recounted a swift-water rescue call and a response to a fatal shooting for the board.
  - (c) Financial Report presented by Laurel Schuelke
  - (d) Audit - Robert Moreno is working to find an auditor. He has been informed that he should try an auditor who has already helped another small ESD and is awaiting responses from other ESDs in Caldwell County for their recommendation.
  - (e) Interim funding of E-61 repairs – The interim funding agreement expires 11-14-21, but the grant and the insurance claim funds have not yet been received by MVFD. Chief Germer reported that the grant has been approved for \$9,000, but payment has not yet been issued. Bill Hamilton motioned to extend the deadline for the repayment to 2-14-22 - Mark Jungers 2<sup>nd</sup> – PASSED 4-0
  - (f) 2021-22 Service agreement - Bill Hamilton shared a copy of the agreement that has been signed, Laurel Schuelke read aloud the only change (as documented in the 9-9-21 minutes).
4. **Discussion / Action Items**
  - (a) Review and approve expenses - Mark Jungers motioned to approve payment of operating expenses – Josie Martinez 2<sup>nd</sup> – PASSED 4-0
  - (b) Authorization of Auto Pay expenses - Bill Hamilton motioned to authorize auto draft of the monthly bills for Bluebonnet Electric, JAMCO Storage, Verizon, Time Warner/Spectrum, QuickBooks subscriptions as well as incentive payments and payroll tax withdrawals - Mark Jungers 2<sup>nd</sup> – PASSED 4-0
  - (c) Adopt resolution to approve the County's 2021 tax roll – item tabled awaiting more information from David Murdoch
  - (d) Interest bearing account - Robert Moreno reported that First Lockhart National Bank needs to know who the check signers will be and those persons need to go in to fill out forms and provide their IDs. Bill Hamilton motioned to open a money market account with FLNB in the amount of \$200,000; authorized signers to be Bill Hamilton, Mark Jungers, Robert Moreno and David Murdoch - Mark Jungers 2<sup>nd</sup> – PASSED 4-0
5. Announcements: (No action or in-depth discussions – Events or items of general interest)
6. Set next meeting time and date – **Thursday 12-9-2021** – 6:30pm
7. Adjournment – Mark Jungers motioned to adjourn – Josie Martinez 2<sup>nd</sup> – PASSED 4-0 at 7:32