

Caldwell County Emergency Services District #3

Board Meeting MINUTES June 13, 2024

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

1. Meeting called to order at 6:31 pm
 - (a) Commissioners Present: Bill Hamilton, Mark Jungers, Robert Moreno, Josie Martinez and David Murdoch Also in Attendance: Chief Germer, Laurel Schuelke and Bill Glaze
 - (b) Quorum present
2. Review and approve Minutes from the May 9, 2024 Board meeting - Mark Jungers motioned to approve the minutes as written - Josie Martinez 2nd – Passed 5-0
3. **Reports**
 - (a) Call Report from MVFD – There were 38 calls, 2 were missed in May
 - (b) Financial Report – Presented by Josie Martinez
 - (c) MVFD asset transfer – No new information.
 - (d) Blue Layer update – The April bill has been waived by Blue Layer. The Wi-Fi needs to be replaced per the visiting technician. Robert Moreno asked what extension the board would like for their email addresses: .com, .org or .net. The consensus was “@caldwellcountyesd3.com”.
 - (e) Audit update – Robert Moreno reported that the audit report has been turned in to the County Commissioners. The journal adjustments have been made per the audit instructions.
 - (f) Credit card reward points– No new information.
 - (g) Employee Handbook– No new information.
 - (h) Building update – Bill Hamilton and Frank Gomillion are working on updating the cost spreadsheets.
4. **Discussion / Action items:**
 - (a) Authorization Resolution – Mark Jungers motioned to accept Resolution #06-13-24 4(a) granting Bill Hamilton and Josie Martinez signing authorization on the loan and construction documents – David Murdoch 2nd – Passed 5-0
 - (b) Building project expense – No action at this time.
 - (c) Fire Chief expense requests – Chief Germer reported that B61 is losing power when taking off and needs to go to New Braunfels for repair. After that E61 will need to go in for P.M.
 - (d) Review and approve expenses – Bill Hamilton motioned to approve payment of the VISA card in the amount of \$ 854.98 by auto draft, Richard Contreras \$65 for lawn mowing, \$2,158.94 for annual ESO software fee, \$1,826.09 to CCAD for collections and appraisal fees and \$3,545 to MES for Matt’s gear – Josie Martinez 2nd – Passed 5-0
5. Announcements: None
6. Set next meeting time and date – **Thursday 7-11-2024** – 6:30pm
7. Adjournment at 8:40pm