

Caldwell County Emergency Services District #3

Board Meeting MINUTES January 13, 2022 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 6:35 pm
 - (a) Roll Call: Commissioners Present – Bill Hamilton, Mark Jungers, Robert Moreno, Josie Martinez, David Murdoch Also in Attendance: Laurel Schuelke, Bill Glaze
 - (b) Quorum present
2. Review and approve Minutes from the December 9, 2021 meeting - Motion made by Mark Jungers to accept minutes as written – Robert Moreno 2nd – PASSED 5-0
3. **Reports**
 - (a) USDA Loan application – Bill Hamilton reported that the AIA document (agreement between ESD and Architect) has been submitted. The preliminary architect feasibility study was discussed as well as the turning radius for the trucks, which has been confirmed by Frank Gomillion. The detention pond upgrades haven't looked into by Jack Mudd and the ESD will pay for those upgrades out-of-pocket.
 - (b) Call Report from MVFD – There were 22 calls in November, 1 was missed; there were 24 calls in December, 4 were missed.
 - (c) Financial Report presented by David Murdoch
 - (d) Audit - Armstrong, Vaughn and Associates contact, Phil Vaughn, has estimated that the audit will cost no more than \$7,000. Robert Moreno motioned to arrange for an audit with Armstrong, Vaughn and Associates that will cost up to the \$7,000 proposal, David Murdoch 2nd – PASSED 5-0
 - (e) E-61 repairs reimbursement – Bill Glaze reported that the insurance claim has been submitted to the insurance company and payment is anticipated.
 - (f) ESD Commissioner Appointments – The December 28, 2021 minutes of the Caldwell County Commissioners meeting recorded approval of the appointment of Mark Jungers, Robert Moreno, and David Murdoch for another 2 years as Commissioners of the ESD.
4. **Discussion / Action Items**
 - (a) Review and approve expenses - Mark Jungers motioned to approve payment of operating expenses – Josie Martinez 2nd – PASSED 5-0
 - (b) Interest bearing account - Robert Moreno reported that the new bank account has been opened and that there will be a \$5 service fee per quarter if there is no activity on the account.
 - (c) Review and approve expenses to include in USDA loan – Bill Hamilton motioned that the ESD pay utilities upgrades, detention pond upgrades, furniture, appliances and legal fees out-of-pocket instead of financing those costs in the USDA loan, at this time - Mark Jungers 2nd – PASSED 5-0
5. Announcements: (No action or in-depth discussions – Events or items of general interest)
6. Set next meeting time and date – **Thursday 2-10-2022** – 6:30pm
7. Adjournment – Mark Jungers motioned to adjourn – Josie Martinez 2nd – PASSED 5-0 at 8:01