

Caldwell County Emergency Services District #3

Board Meeting MINUTES

July 14, 2022 6:30PM

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

1. Meeting called to order at 6:36 pm
 - (a) Roll Call: Commissioners Present – Bill Hamilton, Mark Jungers, Robert Moreno and David Murdoch Absent - Josie Martinez Also in Attendance: Laurel Schuelke, Bill Glaze, Chief Chris Germer
 - (b) Quorum present
2. Review and approve Minutes from the June 9, 2022 meeting - Motion made by Mark Jungers to accept minutes as written – Robert Moreno 2nd – PASSED 4-0
3. **Reports**
 - (a) Call Report from MVFD – In March there were 21 calls with 2 missed, in April 33 calls with 4 missed, in May 25 calls with 2 missed and in June 26 calls with 2 missed.
Chief Germer and Cole Jackson responded to the Fire Engine Accident in Maxwell that resulted in the fatality of 2 of the Maxwell Firefighters. Mutual aid was provided on Maxwell VFD's calls in June and MVFD participated as honor guard in the funeral procession for the firefighters lost.
 - (b) Financial Report presented by David Murdoch
 - (c) MVFD Tax Returns Status – Laurel Schuelke reported that Denise Bartlett of Bartlett Business Services has acknowledged receipt of the information she needs, but does not have an ETA for the tax returns for MVFD.
 - (d) Building update – Bill Hamilton reported that the permit for the sewer tap was approved by the City of Martindale. A line needs to be trenched down the property to the road. Core samples of the soil are being drilled. Three bids are needed for the trenching work.
4. **Discussion / Action Items**
 - (a) Building – signing of forms reviewed last meeting – After reviewing the forms received last meeting Mark Jungers made a motion that the Board approve and sign all required forms – Robert Moreno 2nd – PASSED 4-0
 - (b) Building – Conflict of interest policy – The new policy required by the USDA has been created by Robert Moreno. All Board members need to sign it. Mark Jungers motioned to approve the Policy as written, then for each Board member to sign it and send to Josie Martinez for filing – Robert Moreno 2nd – PASSED 4-0
 - (c) Budget Calendar review – Bill Hamilton presented the Budgeting and Tax Rate Calendar.
 - (d) Computer aided dispatch upgrade – project fund – S61 runs the CAD program from Dispatch and needs to upgrade from 3G technology to a modem that will broadcast Wi-Fi so that the laptop can continue to be used. Bill Hamilton motioned to pay from the project fund for the purchase of the modem upgrade for approx. \$1,350, as per the estimate presented from Ingram Technologies – Robert Moreno 2nd – PASSED 4-0
 - (e) Review and approve expenses - Bill Hamilton motioned to approve payment of operating expenses, as well as the 4th Quarterly payment to MVFD for \$23,166.20 and the transfer from the ESD controlled account to the MVFD controlled account for \$5,221.25 – Mark Jungers 2nd – PASSED 4-0
5. No Announcements
6. Next meeting time and date – **Thursday 8-4-2022** – 6:30pm
7. Meeting Adjourned at 7:42