

Caldwell County Emergency Services District #3

Board Meeting MINUTES March 14, 2024

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

1. Call meeting to order at 6:32 pm
 - (a) Commissioners Present – Bill Hamilton, Mark Jungers, David Murdoch, Robert Moreno
Absent: Josie Martinez Also in Attendance: Laurel Schuelke and Joe Mahlie
 - (b) Quorum present
2. Review and approve Minutes from the February 8, 2024 meeting - David Murdoch motioned to approve the minutes as written - Mark Jungers 2nd – Passed 4-0
3. **Reports**
 - (a) Call Report from MVFD – There were 14 calls received and responded to in February.
 - (b) Financial Report – Presented by Mark Jungers
 - (c) Blue Layer update – No new developments.
 - (d) Wellness grant purchase update – MVFD has been awarded a \$2,535 grant by Texas Forestry Service for the purchase of gym equipment, which must be purchased prior to May 1, 2024 and receipts must be submitted for reimbursement no later than May 1, 2024.
 - (e) Building update – Lee Russ has presented a resume for the position of Resident Inspector; additional bids are needed. The USDA is waiting for revised project costs.
4. **Discussion / Action items:**
 - (a) MVFD asset transfer – No new information.
 - (b) Fence bids – No action at this time.
 - (c) Workman's compensation policy – No action at this time.
 - (d) Signature resolution for USDA – The resolution dated 8-26-21 Signature of Authorization Agent needs to be updated changing Bill's name to William and changing the Treasurer's name to Josie Martinez. Bill Hamilton motioned to sign Resolution No. 03-14-24-05 to give signing authority to William Hamilton, President and Josie Martinez, Treasurer on all actions and to update David Murdoch's title to Secretary.
 - (e) Fire Chief expense requests – None at this time.
 - (f) Review and approve expenses – Bill Hamilton motioned to approve payment of the VISA card in the amount of \$1,476.35 by auto draft, \$1,170.00 to All Makes Collision for S62 rear end damage, \$360 to Jack Mudd for the annual rent payment on the storage unit, \$547.95 to LasR Signs for S62 rear bumper wrap - David Murdoch 2nd – Passed 4-0

Bill Hamilton motioned to approve payment of \$2,570.95 to Matt Tanksley for reimbursement of State Firefighter Certification expenses - David Murdoch 2nd – Passed 3-1. Robert Moreno wanted it noted that his nay vote was on the grounds that the request was submitted to the Board after-the-fact for approval and not prior to the expense being incurred and because there were grants for this training that could have been applied for that were not taken advantage of.
 - (g) Employee Handbook – Policies and Procedures should be separate documents that are included as addendum to the handbook so that as they change and evolve the Employee Handbook does not need to be updated frequently. Chief Germer has input on the Employee Handbook that will be discussed in a special meeting.
5. Announcements: None.
6. Set next meeting time and date – **Thursday 4-11-2024** – 6:30pm
7. Adjournment – Mark Jungers motioned to adjourn at 8:06 pm - David Murdoch 2nd – Passed 4-0