

Caldwell County Emergency Services District #3

Board Meeting MINUTES April 11, 2024

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

1. Meeting called to order at 6:33 pm
 - (a) Commissioners Present: Bill Hamilton, Mark Jungers, David Murdoch, Robert Moreno and Josie Martinez Also in Attendance: Chief Germer, Laurel Schuelke and Matt Tanksley
 - (b) Quorum present
2. Review and approve Minutes from the March 7 + 14, 2024 meetings - Mark Jungers motioned to approve the minutes with changes to the roll call on 3-7-24 - David Murdoch 2nd – Passed 5-0
3. **Reports**
 - (a) Call Report from MVFD – There were 34 calls received in March, 5 were missed.
 - (b) Financial Report – Presented by Josie Martinez
 - (c) MVFD asset transfer – Bill Glaze is going to get a replacement title for the engine and then prepare a donation letter.
 - (d) Wellness grant purchase update – 2 purchases have been made for gym equipment and the final item has been identified. Laurel Schuelke will submit the receipts as soon as received.
 - (e) Building update – The maximum loan amount available from the USDA is \$3M with a \$177K initial investment out of ESD funds. The most recent construction estimate is \$3.5M by Robert Brown of AMC*TXI. The Board will plan to meet and budget accordingly to stay within the loan limitations.
4. **Discussion / Action items:**
 - (a) Fence bids – 3 bids have been received from AMC*TXI, Viking Fence and Elite Fence. No action was taken.
 - (b) Workman's compensation policy – Bill Hamilton motioned to approve the Out-of-Network Workman's Comp policy quote from Texas Mutual for \$13,031 – Josie Martinez 2nd – Passed 5-0. The quote for the Fire Department-only Workman's Comp policy covering the River Program activities was \$4,500.
 - (c) Fire Chief expense requests – The quote for a skid unit to purchase with the grant is \$28,300, plus labor for which a quote is still needed. The grant is for \$20,000 with a 10% match of \$2,000, making the ESD contribution toward the new skid unit \$10,300 + labor to be budgeted out of the Project Funds.

Bill Hamilton motioned to approve the request of 2 backpack style bags filled with 200' of wildland hose each, for responding to wildfires that are not accessible by truck, made payable to NAFCO for \$3,710 as well as the request to tint the windows of the engine, both Tahoes and the brush truck by ProTech for \$775 – Mark Jungers 2nd – Passed 5-0.
 - (d) Review and approve expenses – Bill Hamilton motioned to approve payment of the VISA card in the amount of \$2,645.40 by auto draft, Richard Contreras \$65 for lawn mowing, \$33.56 to MES for additional shipping charges invoiced, \$591.69 to Seguin Diesel Truck Service for repairs to B61 and \$201.75 to All Makes Collision for repairs to B61 – Mark Jungers 2nd – Passed 5-0.

3 invoices from Blue Layer were received and discussed, Bill Hamilton motioned to approve payment of \$250 for onboarding and \$8,483 for 8 laptops including setup and shipping – Mark Jungers 2nd – Passed 5-0. The Board agreed that the 3rd invoice for \$744.40 for monthly service was premature since no service had yet been performed and the onboarding was an additional charge.
 - (e) Employee Handbook – No action at this time.
5. Announcements: None
6. Set next meeting time and date – **Thursday 5-9-2024** – 6:30pm
7. Adjournment – Mark Jungers motioned to adjourn at 8:58 pm