

Caldwell County Emergency Services District #3

Board Meeting MINUTES February 8, 2024

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

1. Call meeting to order at 6:28 pm
 - (a) Roll Call: Commissioners Present – Bill Hamilton, Mark Jungers, David Murdoch, Robert Moreno, Josie Martinez
Also in Attendance: Chief Germer, Laurel Schuelke, Matt Tanksley and Joe Mahlie
 - (b) Quorum present
2. Review and approve Minutes from the January 11, 2024 meeting - Bill Hamilton motioned to approve the minutes with clarifications on the vehicle repair descriptions - Mark Jungers 2nd – Passed 5-0
3. **Reports**
 - (a) Call Report from MVFD – There were 18 calls received and responded to in January
 - (b) Financial Report – Presented by Josie Martinez
 - (c) Blue Layer update – Documents have been signed and on-boarding is to be scheduled.
 - (d) Building update - Bill Hamilton reported that the USDA now has the bid package with the required changes. Bids are needed for a resident inspector. An electrician has been consulted regarding the setup for full temporary service for the Bluebonnet electric meter. Mark Jungers reported that Bluebonnet may also be able to do the setup, he is gathering more information.
4. **Discussion / Action items:**
 - (a) MVFD asset transfer – The MVFD Board has voted to give ownership of all vehicles to the ESD in exchange for ongoing upkeep and repairs. David Murdoch motioned to accept the donation of E61, B63, S61 and S62 from MVFD - Robert Moreno 2nd – Passed 5-0
 - (b) Drainage line bids – Bids from AMC*TXI for \$71,341 plus \$7,322 for testing totaling \$78,661 and Hobson Builders for \$56,640 (testing needed, but amount not quoted) have been received. After discussion Robert Moreno motioned to approve the bid from AMC*TXI contingent upon the addition of the rock bedding for the pipeline to be spelled out on the proposal without changing the proposal total - Mark Jungers 2nd – Passed 5-0
 - (c) Workman's compensation policy – VFIS has indicated that there is a problem with the 3 part-time employees of the ESD being on the MVFD policy that covers volunteers. More information is needed from the Insurance Company (Texas Mutual Insurance Co.).
 - (d) Skid unit grant options – Chief Germer reported that MVFD has received a grant for \$20,000, with a 10% match for a brush truck skid unit. B63 is the candidate for the skid unit. There is time to work out the details until October. He is estimating a cost around \$30,000 to upgrade the tank, more pricing needs to be looked into.
 - (e) Fire Chief expense requests
 1. A CPR instructor's training course for instructors in-house to teach our firefighters, as well as other in the community was discussed. Bill Hamilton motioned to approve payment of \$950 for CPR instructor training classes for Matt Tanksley and Joe Mahlie - Josie Martinez 2nd – Passed 5-0
 2. The purchase of 2 SCBA masks worn in fires - Bill Hamilton motioned to approve payment of \$695.98 from MES for the purchase - Josie Martinez 2nd – Passed 5-0
 3. B61 needs several repairs - David Murdoch motioned to approve a bid from Christian Brothers for \$5,890 for AC system replacement parts, belts and suspension parts, as well as a bid from Brinkkoeter's Transmission for \$4,760 to repair the transmission for a total of \$10,651 - Robert Moreno 2nd – Passed 5-0
 4. Matt Tanksley's structure gear is in need of replacement. A full ensemble will cost approximately \$3,500 from Globe. Robert Moreno motioned to approve up to \$3,500 for the purchase - David Murdoch 2nd – Passed 5-0
 - (f) Review and approve expenses – Bill Hamilton motioned to approve payment of the VISA card in the amount of \$985.53 by auto draft, \$1,068.84 to Siddon Martens to repair the E61 air actuator, \$11,400 to GKZ for an architectural invoice for extra work requests, \$3,500 to move Jack Mudd's fence, \$58.20 to MES for a retractable carabiner for the thermal imaging camera, \$29.20 to MES for a name marker for wildland gear, \$609.25 to MES for flow tests on all SBAs (p.m.) - Mark Jungers 2nd – Passed 5-0
 - (g) Savings plan for vehicles – no action at this time.
 - (h) Human Resource structure – the closed session began at 9:30
5. Announcements: Laurel Schuelke reported sending follow-up information to the auditor, as requested. Also, the Workman's Comp grant from Texas Forestry Service was approved for \$3,420.
6. Set next meeting time and date – **Thursday 3-14-2024** – 6:30pm
7. Adjournment – a closed session began at 9:30