

# Caldwell County Emergency Services District #3

Board Meeting MINUTES May 9, 2024

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

1. Meeting called to order at 6:36 pm
  - (a) Commissioners Present: Bill Hamilton, Mark Jungers, Robert Moreno and Josie Martinez  
Absent: David Murdoch Also in Attendance: Chief Germer, Laurel Schuelke
  - (b) Quorum present
2. Review and approve Minutes from the April 11 + 25, 2024 Board meetings - Mark Jungers motioned to approve the minutes as written - Josie Martinez 2<sup>nd</sup> – Passed 4-0
3. **Reports**
  - (a) Call Report from MVFD – There were 15 calls received and responded to in April
  - (b) Financial Report – Presented by Josie Martinez
  - (c) MVFD asset transfer – The replacement title has been paid for and is on the way.
  - (d) Wellness grant purchase update – Receipts have been submitted and the check was received today.
  - (e) Blue Layer update – The new Wi-Fi router has been installed. New Computers will be delivered personally to Chief Germer in Lockhart.
  - (f) Audit update – Robert Moreno presented the draft audit documents to the Board. Robert Moreno motioned to accept the report and the language used by the auditor – Bill Hamilton 2<sup>nd</sup> – Passed 4-0. Robert to call Margaret Nixon and have her prepare the final copies for approval.
  - (g) Building update – Bill Hamilton spoke to Rose at the USDA regarding the revised cost estimate of \$4M. She indicated that a \$3.4M, or less, real bid reflecting a finished project cost will be needed to conform with the loan budget. It is time to get with Frank Gomillion to revise the bid package. There is still no agreement with Jack Mudd regarding the drainage work, which will be put on hold for now.
4. **Discussion / Action items:**
  - (a) Fence bids – 3 bids have been received from AMC\*TXI for \$9,312, Viking Fence for \$8,944 and Elite Fence for \$7,150 that include metal posts and vertical pickets. Mark Jungers motioned to accept the bid from Elite Fence for \$7,150 – Robert Moreno 2<sup>nd</sup> – Passed 4-0
  - (b) Credit card reward points – No action at this time.
  - (c) Fire Chief expense requests – The quote for a skid unit to purchase with the grant is \$32,710, including labor. The grant is for \$20,000 with a 10% match of \$2,000, making the ESD contribution toward the new skid unit \$14,710 to be budgeted out of the Project Funds.
  - (d) Review and approve expenses – Bill Hamilton motioned to approve payment of the VISA card in the amount of \$2,071.92 by auto draft, Richard Contreras \$65 for lawn mowing, \$6000 to Margaret Nixon for the annual audit, \$5,869.82 to Christian Brothers for A/C and suspension work on S61, \$4,836 to Brinkkoeter's for transmission work on S61 and \$781.96 to All Makes Collision for A/C work on S62 – Mark Jungers 2<sup>nd</sup> – Passed 4-0
  - (e) Employee Handbook – No action at this time.
5. Announcements: None
6. Set next meeting time and date – **Thursday 6-13-2024** – 6:30pm
7. Adjournment –adjourned at 8:25 pm for a tornado warning