

# LIBERTY COUNTY EMERGENCY

## SERVICE DISTRICT NO. 3

8704 FM 1409

DAYTON, TX 77535

APRIL 9, 2020 @ 7:00p.m.

## NOTICE OF PUBLIC MEETING

### 1. Call to order

### 2. Pledge

### 3. Roll Call

- a. To Establish quorum

### 4. Public Comment

- a. Due to COVID – 19 Emergency No Public May Be Present

### 5. Previous Minutes

### 6. Treasurer Report

### 7. Old Business

- a. Discuss alarm system
- b. Amend door lock price
- c. Discuss and take action on budget
- d. Discuss printer issue was just ink
- e. Purchase of PPE – Masks only \$60.00
- f. Set up emergency meeting for new department and ESD board to accept contract and purchase insurance
- g. Emergency meeting March 20 – Contract presented and accepted. Insurance for workman's comp covered

### 8. New Business

- a. Reimburse Nick Nelson for door lock
- b. Chief's report
- c. Obtain Attorney Matt Gott – for local issues
- d. Discuss and take action on video conferencing for next meeting
- e. Discuss and take action on website redesign

### 9. Motion to Adjourn

## **Liberty County ESD 3**

**Due to the stay at home order issued by Governor Greg Abbott  
The public cannot attend the ESD meeting on April 9,2020 in person as  
to limit the number of people in groups to help slow the spread of the  
COVID-19 virus**

**The public is still welcome to attend via video conference or via telephone**

**Below are the instructions on how to join the meeting via video or telephone  
through Zoom**

**Topic: Liberty County ESD Meeting April 9, 2020**

**Time: Apr 9, 2020 07:00 PM Central Time (US and Canada)**

**Join Zoom Meeting via video from your PC or phone**

**<https://us02web.zoom.us/j/110175002>**

**Meeting ID: 110 175 002**

**One tap mobile**

**+13462487799,,110175002# US (Houston)**

**+16699006833,,110175002# US (San Jose)**

**Dial by your location**

**+1 346 248 7799 US (Houston)**

## LIBERTY COUNTY EMERGENCY SERVICES DISTRICT NO 3

By: Denny Loonam

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**President**

\*The District reserves the right to consider and take action on then above agenda items in any order. It also reserves the right to enter into a closed meeting on any agenda item as allowed by law. A *Citizens Comment Form* must be filed with Secretary at least 10 (Ten) minutes prior to the beginning of the meeting for an individual to be allowed to speak during Citizens Comment. By completing the *Citizens Comment Form*, the individual understands and acknowledges that he public is not entitled to choose the items to be discussed by the board, understand that he/she is provided a limited amount of time, and that she/he may not be allowed to continue to address the Board of Emergency Services Commissioners if the comments are rude, disparaging or defamatory to any individual or entity, or the comments become disruptive to then good order of the meeting. If a meeting of a governmental body, a member of the public or of the governmental body inquiries about a subject for which notice has not been given as required by the Texas Open Meeting Act, the notice provisions of the Texas Open Meeting Act do not apply to a statement of specific factual information given in response to the inquiry; a recitation of existing policy in response to the inquiry; or, any deliberation of or decision about the subject of the inquiry shall be limited to a proposal to place the subject on the agenda for a subsequent meeting. It should be noted that pursuant to Section 38.13 Texas Penal Code, HINDERING PROCEEDINGS BY DISORDERLY CONDUCT: (a) A person commits an offense if he intentionally hinders an official proceeding by noise or violent or tumultuous behavior or disturbance, (b) A person commits an offense if he recklessly hinders an official proceeding by noise or violent tumultuous behavior or disturbance and continues after explicit official request to desist; an,(c) An offense under section 38.15, Texas Penal Code is a Class A Misdemeanor.

## Liberty County ESD 3 Meeting Minutes

04/09/2020

### Pledge

Meeting called to order at 7:00 PM

Roll Call – Jeff LeBlanc, Lin Pruitt, Bob Johns, Len Jones (Excused), Denny Loonam present and quorum is established

### Public Comment

Meeting through Zoom. There were no public comments

### Previous meeting minutes

Jeff LeBlanc read previous meeting minutes. Bob Johns motions to accept. Lin Pruitt seconds, minutes approved unanimously.

### Treasurer Report

Len Jones was excused. He did email his treasurer report in. Read by Jeff LeBlanc. Due to weird print out some of the totals were unclear. For minutes purposes I have verified the original file sent which is much clearer to read, and have attached it. The board did approve the minutes as read. Below are the actual numbers from the Google Document sent.

Beginning balance on 03/01/2020 was \$48,677.61

Taxes received from Liberty County \$13,331.00

Accrued interest \$3.61

Total income \$62,012.22

Total Checks \$6,344.08

Total Net Balance \$55,668.14

Total Outstanding Checks \$10,540.32

Total Net Balance \$45,127.82

Total Building fund \$14,612.20

Total Sales tax fund \$13,900.76

Total in all accounts \$73,640.78

Motion to accept Lin Pruitt. Second Jeff LeBlanc. Passed unanimously.

### Old Business

Discuss alarm system – Moved to Ewing Security in Hardin. Due to emergency, letter was written and signed by three commissioners. Denny Loonam, Bob Johns & Len Jones for cost of alarm system. Lin Pruitt declined to sign, and Jeff



LeBlanc was unavailable to sign. Total cost for 12 months of service is \$540.00 and the cost of equipment and installation was \$450.00. Total of \$990.00

Clarification – No vote needed, it was approved by the letter and commissioner's signatures in the majority. 3 -1 and one abstention.

#### Door Lock Price

Denny Loonam explained another door lock was purchased for an additional \$129.00. And the other lock was moved down to the end of the bay door. Denny asks for the total to be changed to approve up to \$210.00 for locks. Motioned by Bob Johns. Seconded by Jeff LeBlanc. Passes unanimously. Motion by Bob Johns. Second by Jeff LeBlanc. Passed unanimously

#### Discuss and take action on budget

Len Jones submitted a proposed budget at the last regular meeting (03/12/2020). Denny does not recall the exact amount (Per minutes it was \$103,000.00 – originally was to go to workshop) He suggests we go with that proposed budget.

Lin Pruitt motions to accept budget. Bob Johns seconded. Motion passes unanimously

#### Discuss Printer

Just black ink was bought. The printer works fine.

PPE Masks Discuss and take action on new door lock. Not new door. Correction.

40 Masks were bought \$60.00

Jeff LeBlanc mentioned an email from Len Jones about PPE available for purchase

Denny wants to raise the approved \$200.00 for PPE to \$400.00

Bob Johns Motions to raise limit. Lin Pruitt seconds. Motion passes unanimously

Set up emergency meeting for new fire department and ESD to sign contract

New contract was signed at emergency meeting on March 20,2020.

Insurance for workers comp was also approved at the emergency meeting on 03/20/2020

#### New Business

Reimburse Nick Nelson for door lock.

Already motioned an approved under old business. \$129.89

#### Chief's Report

Chief's report was handed out. All monies were accounted for.

Caleb Anderson read the chief's report

Denny asked if there were any fire calls. Caleb Anderson stated only one shed fire

Bob Johns questioned the money spent on PC repairs. Clarification that was Fire Department expenditure by Jeff LeBlanc. Caleb Anderson stated yes.

Caleb Anderson stated the fire department is requesting \$5,000.00 more toward their contract to cover items needed. Denny clarified that \$5,000.00 was already given.

Jeff LeBlanc clarified that to be clear that would bring them to the total of \$10,000.00 which is half of the contracts and still had 5 more months to go.

Bob Johns motions to pay the department \$5,000.00 Lin Pruitt seconds. Motion passes unanimously.

Motion to accept chief's report Bob Johns. Seconded by Lin Pruitt. Motion passes unanimously.

#### Discuss Hiring Matthew Gott Attorney

Denny discussed using Gott for local issues as Ken specializes in ESD issues.

Denny suggested we pay half of the fire department's retainer of \$1,000.00

Jeff LeBlanc clarified that if there was a disagreement between the department and the ESD Gott would not represent either side.

Our \$500.00 of the retainer goes towards and legal business we may use, and the fire department's goes towards theirs.

Len Jones stated he did receive the request for increase on official letter head. Jeff LeBlanc motioned to pay increase. Bob Johns motions to pay the \$500.00. Jeff LeBlanc seconds. Motion passes unanimously.

#### Discuss and take action on video conference for next meeting.

Jeff LeBlanc explained that we were using zoom per the Governor's orders since we could not have the public present due to social distancing and the cap on the number of people in a gathering. He explained that video conferencing was allowed so long as the public could participate and that we instructed the public how to use it. All instructions are posted at the fire station. We also must provide a local number to call in for those who do not have a PC. This information is also posted. Zoom also records which is also required. Zoom is free for two participants only and for 40 minutes. It was \$14.99 a month + tax and can be cancelled at any time, as we had to allow multiple participants and meeting are longer than 40 minutes.

Motion to reimburse Jeff LeBlanc for the cost of Zoom. Lin Pruitt motioned to approve payment. Bob Johns seconded. Motion passes unanimously.

#### Discuss and take action on website redesign

Jeff LeBlanc stated that he is working with Denny on shutting the website down. Per the new law, the websites have to be very detailed. Minutes, treasurer reports, as well as spending and income graphs as well must now be included. Jeff wanted to let the public know the website will go down but will come back up once the required information is added. He stated it will take some time, perhaps a couple of months.

No action needed.

#### Point of information by Jeff LeBlanc

Jeff LeBlanc wanted to assure that we have always served notice of public meetings at the fire station as well as the county courthouse. And, these notices are filed with the clerk's office. Apparently, there was some confusion on what is notice. Denny clarified the agendas are posted and commissioner's copies are in the ESD building and can be picked up at any time after they are made.

Motion to adjourn. Lin Pruitt motions, Bob Johns seconds. Adjourned at 7:48 PM