

**LIBERTY COUNTY EMERGENCY  
SERVICE DISTRICT NO. 3  
8704 FM 1409  
DAYTON, TX 77535  
June 11, 2020 @ 7:00p.m.  
NOTICE OF PUBLIC MEETING**

The following agenda items will considered and action taken as appropriate:

1. Call Meeting to Order
  - a) Roll Call and Establish a Quorum
  - b) Pledge
2. Community comments (2 minutes)
3. Consent Agenda
  - a) Minutes from previous meeting
  - b) Treasure Report
  - c) Motion to Accept Consent Agenda
4. Chief's Report
5. Old Business
  - a) Status of Audit
  - b) Status of Overhead Doors
  - c) Status of Forestry Trucks
  - d) Status of Camera System
6. New Business
  - a) Discuss and Take Action with Talking to Lawyer about E.S.D Business
  - b) Discuss and Take Action for Bank Statements from Department by Law  
it Has To Be In The Monthly Chief's Report per Lawyer.
  - c) Status of Replacement of Stolen Computer of Lynn Pruitt
  - d) Discuss and Take Action on Purchase of a New Lap Top for Jeff LeBlanc  
for Secretary Of E.S.D.

# LIBERTY COUNTY EMERGENCY

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DAYTON, TX 77535

June 11, 2020 @ 7:00p.m.

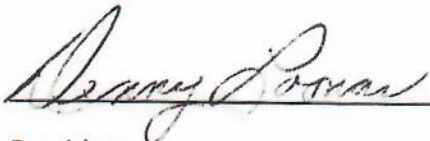
## NOTICE OF PUBLIC MEETING


- e) Discuss and Take Action on Mutual Aid Contract with Liberty County
- f) Discuss and Take Action on Revised Contract with F.D per Lawyer.
- g) Discuss and Take Action for Purchase of Bunker Gear
- h) Discuss and Take Action on Pagers and Hand Held Radios
- i) Distribution of Minutes to Commissioners within 7 days 168hrs.

### 7. Motion to Adjourn Meeting

LIBERTY COUNTY EMERGENCY SERVICES DISTRICT NO 3

By: \_\_\_\_\_

  
\_\_\_\_\_  
President

Received on the 8 Day of Jun 20 20 at 12:10  
o'clock P M.  
Posted on the 8 Day of Jun 20 20 at 12:15  
o'clock P M.  
Lee H. Chambers  
County Clerk, Liberty County, Texas  
By:  Deputy

\*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 chose 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 inquires 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 of 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

06/11/2020

Meeting called to order at 7:01 PM

Pledge

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

Public Comment

There were no public comments

Minutes Report:

Jeff LeBlanc read the minutes and noted grammatical errors. He stated the ESD joint Meeting would have no minutes as it was just a discussion and meal with other area ESD's and what the happenings in the district were. Bob Johns motions to accept Lin Pruitt Seconds, passes unanimously.

Treasurer Report:

Len Jones read the treasurer report.

Beginning Balance: \$43,585.23

Total Credits: \$738.35

LC Tax Payment: \$722.84

ADT Security Credit: \$13.73

Interest: \$1.78

Gross Balance: \$44,323.58

Checks Cleared: \$3,979.69

Total Net Balance: \$40,343.89

Out-standing Checks: \$2,974.62

Reconciled Balance: \$37,369.27

Building Fund Bal: \$14,495.62

Sales Tax Acct. Bal: \$30,751.47

Grand Total Of All Accounts: \$82,616.36

Jeff LeBlanc motions to accept Treasurer Report. Bob Johns Seconds. Passed without objection

## Chief's Report

Caleb Anderson gave the Chief's Report.

Explained expenditures

Bank Statements were given to the board

Caleb Anderson explained that future bank statements would be monthly. These bank statements were all bank statements through this meeting date.

Denny only had one copy of the Fire Chief's Report. Jeff LeBlanc mentioned he had nothing to view while report was being given and would need a copy to follow along as well as before he could vote to accept

Caleb Anderson asked if they could assure the bank statements did not leave the property. It was explained that open records could be used for anyone to view them, Caleb Anderson stated he understood, but wanted that request before it was shared.

Copies were made at this point of the report

Len Jones added that Terminix had gone up to \$71.00. He said he had spoken to the guy and they will try to get it back down to \$60.00.

Denny mentioned there are rats in the building.

Len explained that he cannot always come up and open the building so sometimes the inside is not done. He added someone else needs to be a point of contact in case he cannot make it up here. Bob Johns asked about changing the rat boxes. Len Jones clarified he was told by Terminix they do not need to be changed. The food just gets refilled. Also, it was mentioned there were two boxes outside that did not belong to Terminix, Len stated he told him to change them out to their boxes.

Caleb Anderson called for return to business order to finish the Chief's report.

Jeff LeBlanc motioned to accept the Chief's Report, Lin Pruitt seconded – passed without objection.

## Old Business

### Status of the audit

Audit report copy was given to everyone

### Discuss Overhead Doors

Denny stated that a quote was obtained from Henderson

Len Jones stated he got another quote elsewhere for less.

Denny explained this was old business and the board, per the minutes, had already approved up to \$5,000.00 To repair the doors.

Len Jones stated he thought that was to get a quote, not an expense.

Jeff LeBlanc stated it was approved as an expense not a quote per minutes and recording of meeting. He further clarified we did discuss the need for quotes or price, but after debate the Len Jones was actually the board member to make the motion to 'spend' up to \$5,000.00.

Len Jones said that this cost us over \$1,000.00 more because he found someone to beat the price.

Jeff LeBlanc did request a copy so he could add it to the record.

Debate was had on how the second estimate was done.

Caleb Anderson explained the detail and improvements that was included in Henderson's quote. It was discussed materials should be in by the end of the next week.

Jeff LeBlanc clarified if we had already paid or if we pay upon completion. It was clarified we will pay when complete. Jeff LeBlanc suggested next time we wait on quotes. The reason we approved an amount without a quote was because we were told it couldn't wait until another meeting, yet we are now at the next meeting and work not done.

#### Status of trucks from forestry service

The forestry service did repossess the truck from Westlake Fire Department. It was reported stolen, however, it was a repossession and the sheriff was aware it was. Someone had manually locked the back brakes on the truck to prevent it being taken. The forestry service decided to take the truck to be inspected to assure it was in working order.

Jeff LeBlanc asked if we would be getting the same truck back. Denny clarified if the truck was in working order we would. But, if not, we would still receive a truck, just another one.

#### Status of camera system

The camera system was installed and is working

#### New business

##### Added to agenda to purchase a new truck

Jeff LeBlanc motioned to discuss the truck. Bob Johns seconded. Passed without opposition.

Denny discussed a truck was in S Carolina. The truck is certified and in excellent condition.

The price was discussed that \$13,000.00 would be the cost to purchase and ship

Lin Pruitt asked if the truck was being purchased for the fire department and then they would pay the ESD back. Clarified this was being bought by the ESD and was an ESD truck.

Financing was discussed.

Jeff LeBlanc asked why we would finance with an \$80,000.00 balance. Jeff LeBlanc stated he felt we should not finance.

A copy of the sales tax report was given to Jeff LeBlanc for the record as finances were discussed in the purchase.

Lin Pruitt makes a motion to pay for the truck outright.

A ten minute recess was called to contact the seller to assure the check the truck is still available

The truck is available.

We asked if Lin would remove her motion. Motion removed.

Lin made a new motion to spend up to \$14,000.00 which includes the cost of the truck and shipping

Jeff LeBlanc seconds – No objections passes.

#### Discuss and take action on speaking to the ESD lawyer

Denny suggested we stop calling the attorney separately. Only one board member should be speaking to the Attorney due to the costs associated with multiple calls.

Lin Pruitt makes a motion that only the ESD President should contact the attorney. Bob Johns seconded. Passes without objection.

Discuss and take action on bank statements

Item already taken care of the Fire Department has provided them

Status of laptop stolen from Lin Pruitt

Lin stated she cannot find the laptop. Lin offered to pay for it. Jeff LeBlanc suggested we don't make Lin pay it. No motion or action taken, moved to next item.

Discuss purchase of lap top for Jeff LeBlanc

Discussion was had on purchasing a laptop for Jeff LeBlanc

Jeff LeBlanc was told to order a laptop with Denny's card

It was stated that Jeff LeBlanc needed to get his own card.

Motion made by Lin Pruitt to allow Jeff LeBlanc to purchase a laptop, seconded by Bob Johns

Passes without objection

Denny never gave Jeff his physical card to make a purchase

Discuss and take action on mutual aid contract with Liberty County

Denny was given a contract for three months with no money involved so that it would get us through until the County has a look at the next budget and then price and new contract would be discussed.

Clarified it was through September.

Bob Johns motions to accept. Jeff LeBlanc seconds. Passed without objection. Contract signed.

Discuss and take action on revised Fire Department contract

Discussion on having a workshop to discuss a new contract

Decision to hold a workshop on June 27, 2020 at 10 AM

Jeff LeBlanc motions, Bob Johns Seconded , passed without objection

Discuss and take action on purchase of bunker gear

It was mentioned that small grants are harder to get now that the department is bringing in sales tax.

The department asked for new gear

Quote was submitted and discussed for new gear by Caleb Anderson.

Quote total was \$16,250.00

Caleb assured the board that payment would not be due until order was made, invoiced then a net 30 on top of that.

Lin Pruitt questioned the need for gloves. It was explained why the gloves were needed.

Jeff LeBlanc sought clarification if they were seeking money for this quote from the board

Lin Pruitt suggested we look into a possible washer and dryer to keep gear longer.

Bob Johns motioned to purchase the gear. Jeff LeBlanc seconded.

Discuss and take action on pager and hand held radios

Various radios and pagers were discussed as well as prices

Discussion was had on how many pages Westlake may have

Jeff LeBlanc clarified that we were speaking on pagers not radios. Clarification made, waiting on quote for radios.

Denny suggested we discuss handhelds at workshop

Jeff LeBlanc motions we approve up to \$2,000.00 for pagers and discuss radios at workshop

Bob Johns seconds – passes unanimously

Discuss distribution of minutes to Commissioners within 7 days.

Jeff LeBlanc stated that he didn't understand why minutes were needed at a certain time and that perhaps Someone else should be secretary. Len Jones stated he needed them sooner because he could not remember Items discussed 30 days prior.

Jeff LeBlanc stated we had recordings

Denny stated the minutes are usually at the ESD building four days prior to the meeting and can be Picked up.

Jeff LeBlanc agreed to 10 days after meetings to have notes

Jeff stated he does not mind emailing items

Jeff LeBlanc motions for ten days to have minutes. Bob Johns seconds. Passes without objection.

Adjourn

Motion to adjourn Jeff LeBlanc. Second Bob Johns – passes

Adjourned 8:45 PM