

LIBERTY COUNTY EMERGENCY

SERVICE DISTRICT NO. 3

8704 FM 1409

DAYTON, TX 77535

May 14, 2020 @ 7:00 PM

NOTICE OF PUBLIC MEETING

1. Call to order
2. Pledge
3. Roll Call
 - a. To Establish quorum
4. Public Comment
5. Minutes Report
6. Treasurer Report
7. Fire Chief Report
8. Old Business
 - a. Status of Website
 - b. Status of Audit
 - c. Status of AT&T Internet for fire station
9. New Business
 - a. Discuss and take action on new camera system
 - b. Discuss and take action on installing new doorlock to close off record area in the ESD building AND
 - c. Status of lawyer update on equipment return from Westlake
 - d. Status of 4x4 military truck and Booster from forestry service
 - e. Set up workshop to work on rules and regulations for ESD board to take over full operations October 1, 2020
 - f. Discuss and take action on community comments ruling

Received on the 11th Day of May 2020 at 1:55
o'clock P M.

Posted on the 11th Day of May 2020 at 2
o'clock P M.

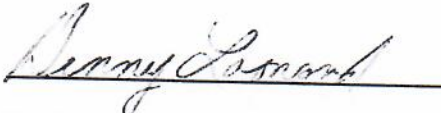
Lee H. Chambers
County Clerk, Liberty County, Texas
By Louise Macias Deputy

- g. Discuss and take action on fixing the overhead doors at the station
- h. Discuss and take action on zoom for meetings

10. Motion to Adjourn

LIBERTY COUNTY EMERGENCY SERVICES DISTRICT NO 3

By: Denny Loonam



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
05/14/2020

Meeting called to order at 7:00 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 from the last two meetings. Motion to accept report made by Denny Loonam, Bob Johns seconded, approved unanimously. Correction in minutes of instead of old laptop, edit.

Treasures Report:

Beginning balance: \$55,668.14

Total Deposits: \$2,644.69

County Tax Payment of that \$2,636.49

O’Riley’s Credit: \$6.19

Interest: \$2.01

Gross balance: \$55,312.83

Checks Cleared: \$14,727.60

Outstanding Checks: \$426.00

Reconciled Balance: \$43,159.23

Bldg. Fund: \$14,612.80

Sales Tax Acct: \$19,650.18

Total Accts: \$77,422.21

Len Jones mentioned that since this report he had received an additional \$11,000.00 sales tax deposit which will be on the next report. He mentioned he had not transferred any monies to the building fund in a while. He mentioned it had already been voted on to add 10% to the building fund, and he’d have to go back and figure out the amount to transfer over.

Lin Pruitt questioned what the charge on the report to Burns Anderson was. Explained that was to the attorney. She also questioned Kiley Boeve was for. Explained it was payment for PPE.

Motion to accept the report, Bob Johns, Seconded Jeff LeBlanc, motions passed unanimously.

Fire Chief Report

Caleb Anderson handed out the report to all members for the record. He clarified that they will be doing their financial reports to coincide with our ESD Meetings.

Read through report and explained each item

Beginning balance: \$1,560.79

ESD Deposit: \$3,000.00

Ending balance: \$3,846.84

Jeff LeBlanc questioned if the \$5,000.00 payment approved by the ESD had been received. Caleb stated no. He clarified that we approved the \$5,000.00 as well as the \$500.00 for the attorney. Jeff LeBlanc clarified yes, all of that information was in the minutes. Caleb stated that they only received a \$3,000.00 check. Len Jones clarified they had received another \$5,000.00 Check already. Clarification was made that was for the first payment that was approved in addition to the payment being discussed.

Discussion was had on payment terms whether quarterly as in the contract or month to month as we discussed in meetings. Caleb stated however the board wanted to handle it, but we had voted to issue payment of these funds already

Clarification was made the board had voted on issuing payment of \$5,000.00 but Len Jones stated payment by contract would equate to roughly \$3,000.00 a month.

Caleb said however the board wanted to make payment was fine, but it needs to be clarified. Jeff LeBlanc made a point of information as to why there was only a \$3,000.00 payment issued. He mentioned all discussion on the agreement to only pay \$3,000.00 was done outside of a meeting and is not documented in minutes. The board voted on a \$5,000.00 payment and no one should be making decisions to change a vote by the board outside a documented meeting.

Caleb clarified once again, if the board would prefer to do the \$3,000.00 payment each meeting for the remainder of the contract that was fine with the department, but he was concerned why the original vote was not fulfilled.

Len Jones questioned the attorney usage. Jeff LeBlanc raised a point of order. The attorney question was debated at a meeting and a vote taken. The treasurer was not present at the meeting during debate, and that time has passed. Finished business. Jeff LeBlanc did explain we decided to use a local attorney for local issues.

Point of order sustained.

Len Jones wanted copies of the original bank state. Jeff LeBlanc felt that we had no reason to ask for those documents as we already agree in contract to pay them and the reports submitted by the chief are sufficient. Jeff LeBlanc mentioned Len Jones can open records request the information, but no one else had asked for that information. Jeff LeBlanc mentioned no one has ever asked for this information from our previous Fire Department.

Issue has been forwarded to attorney since original meeting. The board does have access to the bank records. Len Jones could also open records request it if he wants to.

Caleb had a proposal, to pay \$3,000.00 a month till contract end and at end of the year add the \$500.00 payment. Len Jones clarified there is no need for it. He could pay them tonight.

Lin Pruitt questioned why full payment was made. Situation explained again.

Len Jones claims payment terms in the contract are quarterly. There are no payment terms in the contract, and it was agreed to pay monthly. Jeff LeBlanc said he would hold to his original objection. There are no payment terms in the contract, and we voted to approve funding amounts.

Caleb Anderson raised point that their vendor was contacted by the treasure about truck stickers. Jeff Leblanc questioned if this was something the board needed to pay. Confirmed no, it was on the last Chief's report.

To satisfy the votes, Jeff LeBlanc suggested we pay the additional \$2,500.00 that was not paid
Jeff LeBlanc questioned, if Caleb Anderson was stating that the treasure had contacted a vendor that the fire department had already paid. Confirmed yes. Len Jones stated he was questioning the split receipts not the payment. Clarification, we did not pay the vendor. The fire department did. No reimbursement is needed.

Denny suggested that we pay the additional money owed. Jeff LeBlanc made a point of order. This would fall under new business at this point in the meeting we are only discussing the chief's report not taking action.

Jeff LeBlanc motions that we add to the agenda under new business to discuss a payment process with the fire department. Bob Johns seconded. Motion passed and added to agenda under new business.

Caleb continued his report. He stated the ESD needed to be prepared to replace expired equipment and gear and recertify equipment. Prices were discussed.

Bob Johns stated point of order that we move on. Jeff LeBlanc agreed
Motion to accept chief's report by Jeff LeBlanc. Seconded by Lin Pruitt. Passed unanimously.

Website Status

Jeff LeBlanc stated he sent a request to reset password to Denny's email. Denny stated we could discuss after the meeting. Jeff LeBlanc stated the status is we need to remove the site until we can bring it into compliance.

Audit Status

Len Jones stated that it is in process

Internet Status

Status is it has been completed.

New Business

Fire Department payment issue

Jeff LeBlanc motions that we pay the fire department the \$2,500.00 payment that was owed per the board vote. Lin Pruitt seconds, All in favor.

Caleb then reminds for the record the \$500.00 was not to come out of agreed contract money. Correct.

Caleb asked if we wanted to go with a monthly payment.

After discussion, the remainder will \$2,500.00 a month for the remainder of the contract.

Jeff LeBlanc stated he wanted it clear that if we go to monthly payment there will be no asking for additional payment for other items. Clarification, not including hurricane extra.

Jeff LeBlanc motions to agree to pay the department \$2,500.00 monthly. Bob Johns seconds. Passed with no objection

Camera System

The old camera system cannot be gotten into and the system is obsolete. Discussion was had on possible pricing and models. Len Jones discussed he wanted to assure they had clear, color night vision on it even if it was an additional cost. Len Jones motioned that we spend up to \$800.00 on a camera system. Jeff LeBlanc Seconded. Passed no objection.

Take Action on new door lock

Len Jones questioned if this was an outside or inside lock. Denny stated all the ESD office materials needed to be separate from the fire department stuff since we share the building. Len Jones asked why not separate between the building and the fire department use the office in the station. Clarified that office was the size of a closet and would not work. Discussion of a possible wall being built to divide the ESD building. Jeff LeBlanc asked why this had to be done. Clarified had to be done by law. Jeff LeBlanc questioned why we could not get a safe to lock items in. Clarified everything must be locked up. A safe will not work.

Motion made to build wall. Lin Pruitt seconded. Jeff LeBlanc votes no, passed 4-1.

Status of lawyer and equipment return

Denny stated Caleb will be working with the lawyer on getting a letter sent to get equipment back from Westlake. Jeff LeBlanc makes a point of order. If this is concerning ESD equipment why is Caleb working on it with the attorney. Clarified. He just mentioned it to Caleb. Denny said he would be speaking to him. Clarified this should come out of our share of the attorney billing. Denny should be getting this issue handled.

Status of 4x4 and booster

Confirmed that both have been secured as the ESD's. The forestry service stated they have been informed that paperwork will be there within 48 hours to turn over the equipment. Nick has a friend who will be towing it to the station for free. Clarified they are insured. Discussion to agree again, all equipment belongs to the ESD. Clarification that once the grant runs out in one year, it will be titled to the ESD. Jeff LeBlanc stated we have plenty of minutes and noted to prove this agreement exists.

Set up a workshop for the ESD to take over full control of the fire department when the contract ends. Jeff LeBlanc clarified Denny is asking for the ESD to run the department. Jeff LeBlanc stated that he feels there is no way this board is prepared to run a department. Len Jones stated we cannot set up a workshop, until it is voted on. Jeff LeBlanc

reaffirms he is not in favor. Lin Pruitt suggested when the contract is up we take bids. Jeff LeBlanc suggested we could have a workshop to prepare us for the next contract, but not take the department over. Jeff LeBlanc motions we do not have a workshop. Lin Pruitt seconds. Passes no objection

Community Comment Rules

The board needs to have a procedure for community comments. We can either allow item by item or at first. Jeff LeBlanc motions we hold comments at the beginning on any agenda item, we extend it to up to 3 minutes. Lin Pruitt seconds, motions passes with no objection.

Overhead Doors

Discussion is had is it all four or just one or two. Jeff LeBlanc if we had a quote. Clarified no. Jeff LeBlanc clarified we are discussion what needs to be done but we have no clue on costs. Jeff LeBlanc makes a motion we get a quote. Caleb stated that a month was too long. Jeff LeBlanc stated how are we to guess on an amount. Caleb thinks the price is likely \$2,000.00 Discussion was had which parts are needed. Caleb said perhaps an amount up to \$5,000.00. Discussion continues parts and possible costs. Denny stated he will get a price then call for a special meeting. Len Jones makes a motion to approve up to \$5,000.00 to replace or repair doors. Bob Johns seconds. Passes without objection.

Discuss Zoom Meetings

Jeff LeBlanc motions we cancel to it. There is no reason to continue online meetings. Len Jones seconded the motion. Passes without objection.

Motion to adjourn.

Meeting ended 8:26 PM