

FILED

JUN 19 2023

Michelle Gilley
Gregg County Clerk

NOTICE OF MEETING

**BOARD OF EMERGENCY SERVICE COMMISSIONERS
GREGG COUNTY EMERGENCY SERVICES DISTRICT NO. 3
THURSDAY, JUNE 22, 2023, AT 6:30 P.M.
436 SKINNER LANE
LONGVIEW, TEXAS 75605
JUDSON FIRE DEPARTMENT**

Pursuant to the Texas Open Meetings Act, Tex. Gov't Code chapter 551, requiring governmental bodies to give notice of their meetings, this notice is to advise that a board meeting of the **Gregg County Emergency Services District No. 3** will be held at **6:30 p.m. on Thursday the 22nd day of June, 2023**, at the **Judson Fire Department Station, 436 Skinner Lane, Longview, Texas 75605**, at which time the Board of the ESD will consider and take action on all matters pertaining to such business as may come before it, including by way of information not limitation, the following matters included in the agenda attached hereto.

CERTIFICATE AS TO POSTING OF NOTICE:

On the 19th day of June, 2023, this notice was posted online at JudsonFire.org, at the Judson Fire Department Station at 436 Skinner Lane, which is the principal office of the Gregg County ESD No. 3, and with the County Clerk of Gregg County, Texas pursuant to Tex. Gov't Code § 551.054(a).



Matthew Harris, Agent for Posting

AGENDA:

The subjects to be discussed or considered upon which any formal action may be taken, are as follows:

1. Call to order and establish a quorum.
2. Approval of minutes from May 2023 Gregg County ESD No. 3 board meeting (attached hereto).
3. Time for public comments on any agenda item.
4. Consideration and approval of May 2023 Treasurer's/Financial Report.
5. Monthly report of Judson Fire Department including number and type of calls run, number of members of the department, current staffing and equipment for the department, and requests for advance approval of any major equipment purchases.
6. Discuss and take action on the following ESD bills for May 2023:

a. Judson Fire Department	\$ 24,675.00
b. Judson Fire Department (Reimbursement)	\$ 8,104.75
c. Harris and Harris	\$ 1,607.00
d. Karen A. Jacks & Associates, P.C.	\$ 225.00
e. Dr. Jeffrey McWilliams, Judson FD Asst. Medical Director	\$ 1,500.00
f. Hugman, Lammers, Hawkins (pay application)	\$341,031.79
g. Hugman, Lammers, Hawkins	\$ 778.75
h. Gregg Appraisal District	\$ 3,351.13
i. Hayes Engineering	\$ 720.00
j. Tomberlain Insurance (for bond)	\$ 280.00
7. Discuss parking situation at fire station.
8. Judson Fire Department giving ESD 3 a check in the amount of \$5,890.00 for grant received for Accident Sickness and Workers Comp.
9. Ratify Automatic Funds Transfer of the May interest only payment for the construction line of credit in the amount of \$1,830.03.
10. Discussion and update on the new fire station construction project.
11. Discuss easement to Tryon Road SUD for 8 inch water line in front of Skinner Lane station.
12. Continue the discussion of recommendations for a replacement for the Secretary/Treasurer position.

EXECUTIVE SESSION

The Board of Emergency Service Commissioners will conduct an executive session pursuant to the following provisions of the Texas Open Meetings Act, Texas Gov't Code §§ 551.001, *et seq.*

- a) Consultation with attorney (Texas Government Code § 551.071).

RETURN TO OPEN SESSION

Adjournment

NOTICE

The Board of Commissioners reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters listed above, as authorized by Texas Government Code Sections 551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.073 (Deliberations about Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberations about Security Devices) and 551.086 (Economic Development). Before any closed session is convened, the Presiding Officer will publicly identify the section or sections of the act authorizing the closed session. All final votes, actions or decisions will be taken in open session.

**BOARD OF EMERGENCY SERVICE COMMISSIONERS
GREGG COUNTY EMERGENCY SERVICES DISTRICT NO. 3
THURSDAY, MAY 18, 2023, AT 6:30 P.M.
436 SKINNER LANE
LONGVIEW, TEXAS 75605
JUDSON FIRE DEPARTMENT**

Meeting Minutes:

1. Call to order and establish a quorum. Joyce called the meeting to order and declared a quorum. All present.
2. Approval of minutes from April 2023 Gregg County ESD No. 3 board meeting (attached hereto). Motion by Darby, seconded by Martin. Motion passes unanimously.
3. Time for public comments on any agenda item. No public comment.
4. Consideration and approval of April 2023 Treasurer's/Financial Report. Motion by Joyce, seconded by Martin. Motion passes unanimously.
5. Monthly report of Judson Fire Department including number and type of calls run, number of members of the department, current staffing and equipment for the department, and requests for advance approval of any major equipment purchases.
 - a. 59 calls this month
 - b. Average response time was 9 minutes 26 seconds
 - c. Training – EMS training – trauma topics with Dr. McWilliams on 5/24
 - Fire Training – Mayday Training – May 27th – station 1
 - 2 are still attending hybrid fire academy
 - Chief Jackson and Asst. Chief Gonzales graduated from the FS – CEO program
 - 1 about to start EMT school with additional firefighters training for Instructor, Driver Operator and Incident Safety Officer from Kilgore Fire Academy
 - Started the Cadet program with 2 members. Max capacity will be 5.
 - d. Community relations – under current review with ISO; score pending approval
 - e. Apparatus
 - Engine 1 – looking into refurbishment of the pump controller; currently working, no need for replacement; some minor LED lights need to be replaced
 - Tanker 1 – no issues
 - Booster 2 – currently out of service due to repairs needed on the front end adjustment and tires
 - Booster 1 – no issues
 - Command 1 – no issues
 - f. Facilities and equipment – 6 sets of turnout gear still pending arrival
 - g. Staffing – no issues reported at this time
 - Total personnel
 - 31 active
 - 4 reserve
 - 5 support personnel / Admin (auxiliary)
 - 2 cadets

6. Discuss and take action on the following ESD bills for April 2023:

a. Judson Fire Department	\$ 25,755.00
b. Judson Fire Department (Reimbursement)	\$ 2,769.83
c. Harris and Harris	\$ 1,517.00
d. Karen A. Jacks & Associates, P.C.	\$ 275.00
e. Dr. Jeffrey McWilliams, Judson FD Asst. Medical Director	\$ 1,500.00
f. Hugman, Lammers, Hawkins (pay application)	\$171,007.57
g. Hayes Engineering	\$ 720.00
h. Gregg County Tax Assessor-Collector	\$ 1,500.00
i. Reimbursement to JFD for Employment Taxes (Jan.-Mar. '23)	\$ 4,878.57

Motion to approve the above listed bills by Joyce, seconded by Martin. Motion passes unanimously.

7. Discuss and complete Authorization Agreement for Automatic Deposits for Gregg County Tax Office. Motion by Joyce, seconded by Darby. Motion passes unanimously.
8. Discuss Gregg Appraisal District's 2023 Certified Estimated Taxable Value.
9. Ratify Automatic Funds Transfer of the May interest only payment for the construction line of credit in the amount of \$847.42. Motion by Martin, seconded by Joyce. Motion passes unanimously.
10. Discussion and update on the new fire station construction project.
11. Discuss and consider granting easement to Tryon Road SUD for 8 inch water line in front of Skinner Lane station. Motion by Joyce and seconded by Martin to approve the easement with the deletion of the liability waiver. Motion passes unanimously.
12. Continue the discussion of recommendations for a replacement for the Secretary/Treasurer position.

The Board did not go into Executive Session.

There being no further business, the meeting was adjourned.

Barbara Berry
Secretary / Treasurer