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Michelle Gilley
Gregg County Clerk

NOTICE OF MEETING

**BOARD OF EMERGENCY SERVICE COMMISSIONERS
GREGG COUNTY EMERGENCY SERVICES DISTRICT NO. 3
THURSDAY, FEBRUARY 15, 2024, 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 15TH day of FEBRUARY, 2024**, 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 9TH day of FEBRUARY, 2024, 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 January 2024 Gregg County ESD No. 3 board meeting (attached hereto).
3. Time for public comments on any agenda item.
4. Consideration and approval of January 2024 Treasurer's Report / 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 January 2024:

a. Judson Fire Department	\$ 31,465.00
b. Judson Fire Department (Reimbursement)	\$ 13,267.38
c. Harris and Harris	\$ 2,135.50
d. Karen A. Jacks & Associates, P.C.	\$ 430.00
e. Dr. Jeffrey McWilliams, Judson FD Asst. Medical Director	\$ 1,500.00
f. Hugman, Lammers, Hawkins (pay application)	\$ 144,675.50
g. Gregg County (Tax Assessor)	\$ 1,500.00
h. Charles Tomberlain Insurance	\$ 518.00
i. Tryon Road Special Utility District	\$ 1,785.40
7. Ratify Automatic Funds Transfer of the February interest only payment for the construction line of credit, if necessary.
8. Discussion and update on the new fire station construction project.
9. Discuss fence between new fire station tract and adjoining property.

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, January 25, 2024, AT 6:30 P.M.
436 SKINNER LANE
LONGVIEW, TEXAS 75605
JUDSON FIRE DEPARTMENT**

Meeting Minutes:

1. Call to order and establish a quorum. All were present except B.H. Jameson.
2. Approval of minutes from December 2023 Gregg County ESD No. 3 board meeting (attached hereto).
 - a. Motion to approve by Tony Martin, second by Miles Darby.
 - b. Motion passes.
3. Time for public comments on any agenda item. No public comments.
4. Consideration and approval of December 2023 Treasurer's Report / Financial Report.
 - a. Motion to approve by Tony Martin, second by Miles Darby.
 - b. Motion passes.
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. Attach JFD's separate report
6. Discuss and take action on the following ESD bills for December 2023:

a. Judson Fire Department	\$ 29,385.00
b. Judson Fire Department (Reimbursement)	\$ 6,466.58
c. Harris and Harris	\$ 1,377.00
d. Karen A. Jacks & Associates, P.C.	\$ 280.00
e. Dr. Jeffrey McWilliams, Judson FD Asst. Medical Director	\$ 1,500.00
f. Hugman, Lammers, Hawkins (pay application)	\$ 99,472.32
g. Gregg Appraisal District	\$ 4,107.60

 - a. Motion to approve by Miles Darby, second by Tony Martin.
 - b. Motion passes.
7. Presentation of the annual ESD audit by Heard, McElroy & Vestal, LLC. Take any required action to finalize the annual audit requirements.
 - a. Board voted to accept the draft of the audit.

8. Ratify Automatic Funds Transfer of the December interest only payment for the construction line of credit in the amount of \$ 9,432.63.
 - a. Motion to approve by Miles Darby, second by Tony Martin.
 - b. Motion passes.

9. Discussion and update on the new fire station construction project. Chief Jackson and Joe Bob Joyce gave an update.

10. Discuss fence between new fire station tract and adjoining property. Board agreed to allow Matthew Harris to contact the seller of the property to discuss prices and prepare a contract stating that the ESD will add to the existing fence but will not be responsible for inspecting or maintaining the fence in the future.

11. Consider electing a Secretary/Treasurer for the ESD board. Revisit any other officer positions if needed.
 - a. Motion to appoint Laurie Woloszyn as the Secretary / Treasurer. Motion was made by Tony Martin, second by Miles Darby.
 - b. Motion passes.

EXECUTIVE SESSION

The Board did not go into Executive Session.

There being no further business, the meeting was adjourned at 7:10 p.m. by Miles Darby, second by Joe Bob Joyce.

 1/26/24
Secretary / Treasurer