VAN ZANDT COUNTY EMERGENCY SERVICE DISTRICT #4

MINUTES FROM July 20, 2021

**Present:** Commissioners: Scott Davenport, Jerry Hill, Ray Thomason, and Greg Preston

Absent: Teresa Byrd

WPVFD: Ed Leipply

1. **Call meeting to order;** President Scott Davenport declared a quorum was present and called the meeting to order at 6:02 PM.

2. **Pledge of Allegiance and Invocation;**. Scott Davenport led the Pledge of Allegiance and Invocation.

3. **Public comment: Citizens to be heard;**. No citizens were present.

4. **Recognition of ESD/VFD Volunteers;** Fire Chief Ed Leipply reported that William and Hunter are about to complete their EMT training at TJC Fire Academy. They will start Fire School next.

5. **Update from Building Committee;** Ray Thomason reported the biggest problem currently is trees. The trees along the alley must be trimmed and the ones on the property must be cut down to stumps. The estimate cost is $1,700.00 and does not include stump grinding. Dyde Manning is talking to AT&T because lines run under the trees. They need to know if the lines are still in use. If not, they can be dozed down.

The alley is currently being used for parking by a neighbor to the property. Ray plans to talk to the homeowner. If necessary, the city may need to send a notice that parking is not allowed in the alley. The board wants to handle this situation as gently as possible and not have an angry neighbor before the station is finished.

Cody is still working with the plans and has asked about moving the lockers to another wall.

Jerry Hill asked about the soil test and if the ESD had to pay for the second test. A second test was done after the injection but it was included in the original budgeted amount.

Scott will have TML add Builders Risk insurance to the policy after the concrete work is complete. He will make sure it includes liability for the property.

6. **Report from treasurer Jerry Hill;**

a) Current financial status including account balances: Jerry Hill reported the Operating account balance is $403,930.75, the Building fund balance is $585,398.94, and the Emergency fund balance is $222,189.37.

b) Monthly Budget Report: Greg Preston inquired about the fees paid to the Appraisal District. Jerry explained the ESD pays a small percentage to the Appraisal District for administering the tax monies collected each quarter.

c) Status of 2019-2020 Audit; Misty Culpepper has requested information on all grants including reimbursements and purchases. She also needs our pledged securities from the bank, loan balances and invoices for any other assets purchased during the FY 2019-2020. Jerry Hill said he would email Kristie the pledge securities. Ray Thomason will email the grant information. Scott Davenport will get the loan amounts from the bank.

7. **Report from VFD Chief Ed Leipply on current status of the VFD including:**

a) Current status of equipment including Procedures for Command Vehicle: Chief Leipply reported all the equipment is working.

b) Monthly Run Report: Chief Leipply reported the VFD responded to 43 calls during the month of June. The calls included 3 Structure fires, 2 Grass/Brush Fires, 11 MVA, 17 EMS, and 10 Other.

c) Monthly Budget Report including 2020/2021 Budget: Chief Leipply said the VFD financials will be emailed.

8. **Discussion of Proposed 2021 Tax Rate;** The Certified Values from Scott Hyde should be available July 26, 2021. The board will have a better idea about the proposed tax rate once they know the No-New-Revenue rate for the ESD. This item will remain on the agenda.

9. **Discussion of Proposed 2021-2022 ESD Budget;** The board will conduct budget meetings once they have an idea of the funds they expect to receive. This item will remain on the agenda.

10. **Consent agenda**

a) Reading (if requested) and approval of the June 2021 Meeting Minutes; Jerry Hill moved to approve the minutes from June 15, 2021. The motion was seconded by Ray Thomason. The motion passed unanimously.

b) Approve payments; A check was written to TML for the quarterly payment. Jerry Hill submitted an invoice from Maddox Air for the new station.

9. **Agenda items for the next meeting on August 17, 2021;** 2021-2022 ESD budget, 2021 Tax Rate, and publication of notice for tax rate in the newspaper and website.

10. **Adjourn;** Jerry Hill moved to adjourn at 6:42 PM. The motion was seconded by Greg Preston. The motion passed unanimously.

By: Kristie Jones

Clerk, Van Zandt Emergency Service District 4