

NOTICE OF MEETING


**BOARD OF EMERGENCY SERVICE COMMISSIONERS
GREGG COUNTY EMERGENCY SERVICES DISTRICT NO. 3
THURSDAY, NOVEMBER 16, 2023, AT 6:30 P.M.
436 SKINNER LANE
LONGVIEW, TEXAS 75605
JUDSON FIRE DEPARTMENT**

FILED
NOV 13 2023
Michelle Gilley
Gregg County Clerk

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 16TH day of NOVEMBER, 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 my 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 13TH day of November, 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 October 2023 Gregg County ESD No. 3 board meeting (attached hereto).
3. Time for public comments on any agenda item.
4. Consideration and approval of September and October 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 October 2023:

a. Judson Fire Department	\$ 29,385.00
b. Judson Fire Department (Reimbursement)	\$ 12,838.20
c. Harris and Harris	\$ 1,802.00
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)	\$188,122.38
7. Ratify Automatic Funds Transfer of the October interest only payment for the construction line of credit in the amount of \$ 6,450.19.
8. Discussion and update on the new fire station construction project, including but not limited to possible change orders from HLH.

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, October 19, 2023, AT 6:30 P.M.
436 SKINNER LANE
LONGVIEW, TEXAS 75605
JUDSON FIRE DEPARTMENT**

Meeting Minutes:

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. All present except Joyce.
2. Approval of minutes from September 2023 Gregg County ESD No. 3 board meeting (attached hereto). Motion by Martin, seconded by Darby. Motion passed unanimously.
3. Time for public comments on any agenda item. No public comment.
4. Consideration and approval of September 2023 Treasurer's/Financial Report. Motion by Darby, seconded by Martin. Motion passed unanimously to approve Treasurer's Report. We will vote to approve the cpa's financial statements next month since this month was a draft.
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 September 2023:
 - a. Judson Fire Department \$ 30,325.00
 - b. Judson Fire Department (Reimbursement) \$ 16,623.54
 - c. Harris and Harris \$ 1,427.00
 - d. Karen A. Jacks & Associates, P.C. \$ 300.00
 - e. Dr. Jeffrey McWilliams, Judson FD Asst. Medical Director \$ 1,500.00
 - f. Hugman, Lammers, Hawkins (pay application) \$144,184.06
 - g. Hayes Engineering \$ 720.00
 - h. Daco Fire Equipment, Inc. \$ 17,172.00

Motion by Martin, seconded by Joyce. Motion passed unanimously.

7. Ratify Automatic Funds Transfer of the September interest only payment for the construction line of credit in the amount of \$ 5,240.52. Motion by Darby, seconded by Martin. Motion passed unanimously.
8. Discussion and update on the new fire station construction project, including but not limited to possible change orders from HLH. Motion by Darby, seconded by Martin to approve change order #2 and to set aside the dollar amount for change orders 1 and 2 into a separate ESD account until those funds are due to HLH. Motion passed unanimously.
9. Consideration of engagement agreement with Heard, McLeroy & Vestal, LLC for required annual audit.

Motion by Darby, seconded by Martin. Motion passed unanimously.

The Board did not go into Executive Session.

There being no further business, the meeting was adjourned.

Barbara Berry
Secretary / Treasurer