

NOTICE OF MEETING

**BOARD OF EMERGENCY SERVICE COMMISSIONERS
GREGG COUNTY EMERGENCY SERVICES DISTRICT NO. 3
THURSDAY, AUGUST 15, 2024, AT 6:30 P.M.
770 HENDERSON LANE
LONGVIEW, TEXAS 75605
JUDSON FIRE DEPARTMENT**

FILED
AUG 12 2024
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 15th day of August, 2024**, at the **Judson Fire Department Station, 770 Henderson 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 12th day of August, 2024, this notice was posted online at JudsonFire.org, at the Judson Fire Department Station at 770 Henderson 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. Public Comment. Procedure for Public Comment: Each person who wishes to give a public comment must be present and sign in prior to the meeting start time shown on the Notice of Meeting. The person must also designate the topic on which they will speak next to their name on the sign in sheet. Each person shall have a total of two minutes to speak per meeting.
3. Approval of minutes from July 2024 Gregg County ESD No. 3 board meeting (attached hereto).
4. Consideration and approval of July 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 July 2024:

a. Judson Fire Department	\$ 36,275.55
b. Judson Fire Department (Reimbursement)	\$ 22,030.70
c. First Due	\$ 2,300.00
d. First Due	\$ 7,800.00
e. Harris and Harris	\$ 2,627.00
f. Karen A. Jacks & Associates, P.C.	\$ 480.00
g. Dr. Jeffrey McWilliams, Judson FD Asst. Medical Director	\$ 1,500.00
h. Gregg County Tax Assessor-Collector	\$ 1,500.00
i. VFIS	\$ 1,911.00
7. Discuss and adopt budget for next fiscal year for ESD 3.
8. Discuss and adopt a proposed tax rate for next fiscal year for ESD 3.
9. Discuss landscaping and lawn maintenance options at both stations.
10. Discuss possible sales tax election.
11. Discuss authorizing Texas Bank & Trust to send ESD 3 monthly bank statements to Harris & Harris, Attorneys at Law at 1100 Judson Rd., Suite 720, Longview, Texas 75601 and to allow Harris & Harris to request and receive any ESD 3 bank records from Texas Bank & Trust.

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, JULY 18, 2024, AT 6:30 P.M.
770 HENDERSON 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 members present except Joyce.
2. Public Comment. Procedure for Public Comment: Each person who wishes to give a public comment must be present and sign in prior to the meeting start time shown on the Notice of Meeting. The person must also designate the topic on which they will speak next to their name on the sign in sheet. Each person shall have a total of two minutes to speak per meeting. No public comment.
3. Approval of minutes from June 2024 Gregg County ESD No. 3 board meeting (attached hereto). Motion by Darby, seconded by Martin. Motion passed unanimously.
4. Consideration and approval of June 2024 Treasurer's Report / Financial Report. Motion by Darby, seconded by Martin. Motion passed 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. Update on pumper – quotes not back yet.
 - b. See attached report from JFD
6. Discuss and take action on the following ESD bills for June 2024:

a. Judson Fire Department	\$ 33,775.55
b. Judson Fire Department (Reimbursement)	\$ 5,326.82
c. Harris and Harris	\$ 952.00
d. Karen A. Jacks & Associates, P.C.	\$ 225.00
e. Dr. Jeffrey McWilliams, Judson FD Asst. Medical Director	\$ 1,500.00
f. HDL Companies	\$ 2,500.00

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

7. Discuss landscaping and lawn maintenance at both stations. Chief called 6 companies for quotes. One quoted \$2,000 for cleanup, \$3,000 for haul off, \$2,520 for landscaping, and \$1,200 for monthly maintenance. Chief will follow up to get cost for extending sprinklers and front flowerbed landscaping.
8. Discuss sales tax revenue estimate from HDL.
9. Discuss firefighter compensation structure and policies. Motion to approve payment of staff for responding

to calls while off duty effective next pay period. Motion by Darby and seconded by Martin. Motion passed unanimously.

10. Update on developing next year's budget. Discussion was held on increasing firefighter pay to \$17/hr base in next year's budget. Next year's budget will be taken up at the next meeting.

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).

The Board did not go into Executive Session.

There being no further business, the meeting was adjourned.

Secretary / Treasurer

Gregg County Emergency Services District No. 3
 1100 Judson Road, Suite 720, Longview, TX 75601

Monthly Treasurer's Report
 16-Jul-24

Operating Account	\$	56,262.89	
Tax Funds Account	\$	755,782.77	
Change Orders Account	\$	16.22	<small>Interest Earned</small>
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Total Deposits <i>(available balances)</i>	\$	812,061.88	*
Loan Balance - Texas National Bank <i>(Pumper/Tanker/Equipment)</i>	\$	177,074.64	
Loan Balance - Texas Bank and Trust <i>(FD Station Construction)</i>	\$	2,585,863.13	
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Total Loan Balances:	\$	2,762,937.77	

Laurie Woloszyn
 Laurie Woloszyn, Treasurer

7/16/2024

*Please Note

- 1) The \$56,262.89 balance shown above in the Operating Account includes all checks requests totaling \$44,279.37 for this month's checks to be paid out. Once all checks have cleared, it will bring the balance in the Operating Account back down to \$11,983.52.
- 2) The \$755,782.77 balance shown above in the Tax Account includes remaining funds drawn on the LOC. We have \$47,049.04 (plus \$3,564.30 allowance remaining), left from LOC funds to go towards, if any, remaining HLH's future requests. This means we have \$705,169.43 left of actual taxpayer's funds for the remainder of this budget year.
- 3) The \$16.22 balance shown above in the Change Order account are the funds remaining in the account due to interest.

Operating Account

HLH Total Less		
Allowance Adj	\$	2,679,540.35
PD thru 5/15/24	\$	2,632,491.31
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HLH Remaining	\$	47,049.04

Balance Tax Account 5/15/24	\$	755,782.77
HLH Remaining	\$	(47,049.04)
Allowance Remaining	\$	(3,564.30)
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Operating Remaining	\$	705,169.43