

Minutes of February 27, 2023
KERR COUNTY EMERGENCY SERVICES DISTRICT No. 3

Kerr Country Emergency Services District 3 gave notice on January 18, 2023 that it would meet on Monday, February 27, 2023, at 6:00 P.M. at the Center Point VFD Station, 548 Kelly St., Center Point, TX to consider the following agenda:

1. Call to Order: The Commissioners of the Kerr Country Emergency Services District 3 met on Monday, February 27, 2023 at 6:00 P.M. at the Center Point VFD STATION, 548 Kelly St., Center Point, TX. President Danny Langbein called the meeting to order at 6:01 P.M. Present were Commissioners Danny Langbein, Jeff Mitchell, Amy Palmer, Ed Story and Kathleen Vincent; a quorum was present. Also attending the meeting were Center Point Volunteer Fire Chief Charles Holt, Kerr County Pct. 2 Commissioner Rich Paces, VFIS Sales Executive John Hudson, ESD3 attorney John Peeler on conference call, CPVFD President Sean Bayless, and CPVFD Capt. Jerry Vincent.

2. Introduction of new ESD3 Commissioner Ed Story.

3. Citizen Comments: None

4. Review and approve Meeting Minutes from January 23, 2023:

Jeff Mitchell moved to accept the minutes as presented. Amy Palmer seconded. The motion passed unanimously.

5. Fire Chief's Report:

Chief Holt reported 3 brush piles, 1 gas leak, 2 brush fires, 1 lift assist, 1 rescue for a total of 8 calls for month of February and 19 calls for the department year to date. The command truck will go to be outfitted on February 28, 2023.

6. Consider, discuss and take appropriate action on contract between ESD3 and CPVFD

Attorney John Peeler, via conference call, reviewed the proposed contract between ESD3 and CPVFD. There were several revisions suggested to the document as proposed. Chief Holt said that CPVFD was in agreement with the proposed contract with the revisions discussed.

Amy Palmer moved that the proposed contract between ESD3 and CPVFD be approved with the revisions noted and be executed by the ESD3 President upon receipt of the revised contract. Jeff Mitchell seconded. The motion pass unanimously.

7. Consider, discuss and take appropriate action on further legal needs with lawyer.

Mr. Peeler recommended that ESD3 create a "Policies and Procedures" document. The Board agreed to proceed with drawing up such a document.

8. Consider, discuss and take appropriate action on VFIS insurance policy for ESD3

John Hudson, VFIS of Texas sales executive, presented the proposed insurance policy for ESDE3. He specifically addressed the questions regarding bonding of the treasurer and other commissioners as well as adding auto liability to protect commissioners when on official ESD3 business. ESD3 counsel John Peeler was included to hear the presentation and felt the proposal was appropriate for ESD3 needs.

Ed Story moved that the VFIS insurance policy be approved as presented. Amy Palmer seconded. The motion pass unanimously.

9. Treasurer's Report:

We current do not have an assistant treasurer since Dennis Brown resigned.

10. Consider, discuss and take appropriate action on Treasurer's Report

Amy Palmer moved that Ed Story fill the open position of assistant treasurer. Jeff Mitchell seconded. The motion passed unanimously.

11. Consider, discuss and take appropriate action on invoices due for payment

The premium for the VFIS insurance policy will be paid at the conclusion of tonight's meeting and given to Mr. Huston at that time.

12. Consider, discuss and take appropriate on opening an account at a second bank and debit cards:

Amy Palmer reported that she will complete the application for debit cards from People's State Bank in Center Point. Mr. Story will need to stop by the bank to sign the appropriate signature cards. She reported that the paperwork to open the second account for ESD3 is pending at Texas Partners Bank in Kerrville, TX.

13. Consider, discuss and take appropriate action on items needed for office/office supplies:

Danny Langbein said that we need to move forward with getting 3-part purchase orders for ESD3. Kathleen Vincent moved that Mr. Langbein order purchase orders for ESD3. Ed Story seconded. The motion pass unanimously.

14. Reports:

1. County Commissioner Rich Paces: none at this time
2. Danny Langbein reported that he had begun looking into the initial costs to set up a website for ESD3 and the costs for laptops. We will add that to the agenda for the March meeting.

15. Agenda Items for Next Meeting

Website for ESD3

Office equipment/supplies including laptops for president, treasurer and secretary
EPVFD vehicle payments

16. Adjourn:

Ed Story moved to adjourn at 7:26 P.M. Amy Palmer seconded. The motion passed unanimously.

NOTE: Commissioners, if necessary, may go into closed executive session under Section 2 Article 6256-17 to meet with its attorney or to discuss matters related to real property or contracts. No session is currently planned.

Minutes approved by ESD 3 Commissioners.

President