

MINUTES

2010

San Jacinto County Emergency Services District
P.O BOX 637
COLDSPRING, TX 77331

MINUTES OF EMERGENCY SERVICES DISTRICT REGULAR MEETING JANUARY 18, 2010.

COMMISSIONERS PRESENT

Gene Clark, Greg Capers and Larry Godfrey were present. Freddy McDowell and Charles Pennington were absent.

CALL TO ORDER

Clark called this regular meeting to order at approximately 6:40 PM.

ROLL CALL

All departments present.

DEPARTMENT	PRESENT	RUNS	CALL HOURS	OTHER HOURS	TOTAL HOURS	REPORT FILED
980 N	YES	3	20	108	128	YES
BEAR CREEK	YES	8	46	187	233	YES
CAMILLA	YES	2	10	78	88	YES
CAPE AREA	YES	9	13	34	47	YES
COLDSPRING	YES	2	13	59	72	YES
OAKHURST	YES	6	27	16	43	YES
POINT BLANK	NO	14	56	28	84	YES
PUNKIN/EVERGREEN	YES	6	105	346	451	YES
SHEPHERD	YES	27	139	880	1019	YES
FIRST RESPONDERS	YES	33	40	43	83	YES

PUBLIC COMMENTS

Cindy Nicklas – Shattered Lives program at school.

Denise Lews – Items needed from departments.

MINUTES

A motion was made by Capers and seconded by Godfrey to approve minutes for December 21, 2009. All in favor.

FINANCIAL REPORT

A motion was made by Godfrey and seconded by Capers to approve the financials for December 2009. All in favor.

LEGACY EMS REPORT

A report was given by Legacy EMS. No action needed.

SAN JACINTO COUNTY DISPATCH REPORT

This item was tabled.

DISTRICT BUSINESS

a. District 2010 Budget items

A motion was made by Godfrey and seconded by Pennington to approve 2010 District budget as presented. All in favor.

b. Interlocal agreement between COCISD/ESD/SJC

No action needed.

c. EMS Housing

No action needed.

d. Treasurer action

A motion was made by Godfrey and seconded by Capers to approve Hereford, Lynch, Sellars and Kirkham to perform the 2009 District audit to begin the first week in February 2010. All in favor.

e. Fire Protection and First Responder contracts

A motion was made by Capers and seconded by Godfrey to approve the Fire and First Responder contract renewals for 2010.

f. Communications

A motion was made by Capers and seconded by Pennington to approve the following repairs from Command Communications :

Radio Channel Recording Repair - \$2500.00.

Dispatch Center Rewire - \$8000-\$10,000

Voting Receiver System Overhaul - \$5000.00

All repairs will be paid out of Title III Communications. All in favor.

g. 2007/2008 Department compilations

A motion was made by Godfrey and seconded by Capers to approve 2008 Compilation for Point Blank VFD. All in favor.

h. Departmental Equipment needs

A motion was made by Capers and seconded by Godfrey to approve the purchase of a pumper truck titled to the District for the use of Punkin/Evergreen VFD for an amount not to exceed \$48,000.00. Budget funds will be provided for this equipment in the 2011 District budget. Allen E. Clark, District President will be authorized to sign paperwork with the finance company. All in favor.

i. Budget amendments

No action needed.

BILL PAYING

JANUARY BILL PAYING 2010 SJC ESD					
CH#	Amount	Date	To	Category	Vendor totals
5056	1,903.23	2009	US Treasury	4th Quarter 2009 Tax payments	\$1,903.23
5057	4,625.00	2010	James G Bergman	Tower Rent - Coldspring Tower X 2	\$4,625.00
5058	2,250.00	2010	San Jacinto County Tax A/C	First Quarter 2010	\$2,250.00
BANK TXFR	1,109.15	2009	Denise Lewis(PAID)	December 16-31 2009 Admin	\$1,109.15
5059	14,559.70	2010	TML	Workmans Comp 2010	\$14,559.70
5060	1,500.00	2010	Heath Mills	Parking lot PEVFD/ District Special Projects	\$1,500.00
5061	1,500.00	2010	Heath Mills	Parking lot PEVFD/ District Special Projects	\$1,500.00
5062	33.50	2010	Eastex Telephone	ESD Office - phone - 9366533911	\$33.50
5063	134.15	2009	AT&T	Bear Creek Budget 2009	\$134.15
5064	427.39	2009	Entergy	EMS Utilities - BC	\$427.39
			San Jacinto County	BCVFD - Budget 09 - Fuel	\$0.00
5065	2,416.67	2010	San Jacinto County	Dispatch payment - February 2010	\$2,416.67
5066	45,833.33	2010	Legacy EMS	EMS February 2010	\$45,833.33
5067	125.00	2009	Coveler & Katz	Attorney fees - Dec 2009	\$125.00
5068	77.00	2010	Lawrence Godfrey	Travel/Cell	\$77.00
			Allen E Clark	Travel/Cell	\$0.00
DEBIT	21.63	2010	Target	Office Supplies	\$21.63
BNK TXFR	1,151.01	2010	Denise Lewis	January 1-15 2010 Admin	\$1,151.01
5069	246.20	2009	Denise Lewis	filing fees/mileage/dsl/phone - Dec 2009	\$246.20
5070	3,370.49	09/10	Coldspring VFD	Budget 09/EMS Util/VFD Cell/budget 10	\$3,370.49
5071	1,238.72	2009	Point Blank VFD	Budget 09/VFD cell 09	\$1,238.72
5072	2,109.69	09/10	Bear Creek VFD	Budget 10/EMS BR 09/Vfd cell 09/TIII	\$2,109.69
5073	11,185.89	09/10	Punkin Evergreen VFD	Budget 10/VFD cell 09/Cap 10	\$11,185.89
		2009	Oakhurst VFD	Budget 09	\$0.00
5074	1,730.28	2010	FM 980 N VFD	Budget 2010/TIII	\$1,730.28
5075	2,580.18	09/10	Shepherd VFD	Budget 10/VFD cell 09	\$2,580.18
5076	8,687.04	09/10	First Responders	Budget 09/Ems Utilities 09/Budget 10	\$8,687.04
5077	1305.72	2009	Camilla VFD	Budget 2009	\$1,305.72
5078	160.00	2010	Samantha Kennedy	Supplement payment to ESD dispatcher	\$160.00
5079	240.00	2010	Haley Boalen	Supplement payment to ESD dispatcher	\$240.00
	110,520.97			TOTAL BILL PAYING	\$110,520.97
<u>BILLS TO BE DISCUSSED BY BOARD</u>					

A motion was made by Godfrey and seconded by Capers to pay bills for check numbers 5056– 5079 as listed on spreadsheet. All in favor.

EXECUTIVE SESSION

The board went into executive session at approximately 8:00 PM.

ADJOURN EXECUTIVE SESSION AND RECONVENE REGULAR SESSION

The board returned at approximately 8:37 with the following action:

A motion was made by Godfrey and seconded by Capers to approve the revised medical reimbursement plan for District Employees. All in Favor.

A motion was made by Capers and seconded by Godfrey to approve board members to obtain ID's from Sheriff's office and to purchase ESD Shirts. All in favor.

NEXT MEETING

The next regular meeting of the ESD will be Monday, February 15, 2010 at 6:30 PM, Coldspring Fire Station, Coldspring, Texas.

ADJOURNMENT

The meeting was adjourned at approximately 8:50 PM.

San Jacinto County Emergency Services District

P.O BOX 637

COLDSPRING, TX 77331

MINUTES OF EMERGENCY SERVICES DISTRICT REGULAR MEETING FEBRUARY 15, 2010.

COMMISSIONERS PRESENT

Gene Clark, Greg Capers, Freddy McDowell, Charles Strouse and Shannon Everitt were present.

CALL TO ORDER

Clark called this regular meeting to order at approximately 6:35 PM.

ROLL CALL

All departments present.

DEPARTMENT	PRESENT	RUNS	CALL HOURS	OTHER HOURS	TOTAL HOURS	REPORT FILED
980 N	YES	4	24	94	118	YES
BEAR CREEK	YES	4	22	191	213	YES
CAMILLA	YES	7	36	251	287	YES
CAPE AREA	YES	6	84	51	135	YES
COLDSPRING	YES	4	49	146	195	YES
OAKHURST	YES	NR	NR	NR	NR	NO
POINT BLANK	YES	7	26	1	10	YES
PUNKIN/EVERGREEN	YES	8	52	3706	3945	YES
SHEPHERD	YES	24	161	739	900	YES
FIRST RESPONDERS	YES	18	27	35	62	YES

BOARD APPOINTMENTS

A motion was made by Capers and seconded by McDowell to approve the following board appointments for 2010:

President – Allen E. “Gene” Clark

Vice President – Greg Capers

Secretary/Treasurer – John “Freddy” McDowell

Assistant Treasurer – Charles Strouse

Board Member – Shannon Everitt

SIGNATURE CARD AT PEOPLES STATE BANK

A motion was made by Capers and seconded by McDowell to update the signature card at Peoples State Bank to include all 5 board members as listed above. All in favor.

PUBLIC COMMENTS

Cindy Nicklas – PHI night training for Landing Zones.

Larry Godfrey – Address to departments

Haley Boen – Point Blank parking lot – Thanks

MINUTES

A motion was made by Capers and seconded by Clark to approve minutes for January 18, 2010. All in favor.

FINANCIAL REPORT

A motion was made by Capers and seconded by McDowell to approve the financials for January 2010. All in favor.

LEGACY EMS REPORT

A report was given by Legacy EMS. No action needed.

SAN JACINTO COUNTY DISPATCH REPORT

A report was given by Dispatch. No action needed.

DISTRICT BUSINESS

a. **2009 District Audit**

A motion was made by Strouse and seconded by Capers to approve Larry Godfrey as a consultant for the 2009 district audit with compensation to Godfrey in the amount of \$10.00 per month plus mileage and expenses. All in favor.

b. **Contract with Peoples State Bank**

A motion was made by Capers and seconded by Strouse to approve the contract with Peoples State Bank to finance a 1992 International pumper (Vin # 1117, Loan # 2075857-33387) to be titled to the district for the use of the Punkin/Evergreen VFD in the amount of \$48,000.00 at 4.5% interest with the first payment to be funded out of Punkin/Evergreen capital budget 2011. All in favor.

c. **Communications**

Clark gave a report on lightning damage to dispatch. No action needed.

d. **2008 Department compilations**

Oakhurst VFD turned in 2008 compilation. No action needed.

d. **Departmental Equipment needs**

A motion was made by Capers and seconded by McDowell to approve the purchase of a new overhead door for the ambulance bay at Coldspring VFD for an amount not to exceed \$1875.00 to be funded by District EMS funds. All in favor.

e. **Budget amendments**

No action needed.

f. **Investment Policy/Officer**

This item was tabled for board review.

BILL PAYING

FEBRUARY BILL PAYING 2010 SJC ESD					
CH#	Amount	Date	To	Category	Vendor totals
5083	4,261.19	2010	Conroe Express Concrete	District projects 2010 - Parking lot PEVFD	\$4,261.19
5084	59.85	2010	Lakeside Building Supply	District projects 2010 - Parking lot PEVFD	\$59.85
5085	350.00	2010	Dawayne Walters	Inspection of PE Truck - Truck fund 2010 PE	\$350.00
BANK TXFR	1,151.01	2010	Denise Lewis(PAID)	January 16-31 2010 Admin	\$1,151.01
5086	560.00	2010	Safe D	Conference 2010	\$560.00
5087	14,446.00	2010	USDA	Capital 2010 - Camilla VFD	\$14,446.00
5088	4,047.05	2010	Fire Center	BCVFD - Title III	\$4,047.05
5089	2,170.00	2010	Cleveland Truck Service	BCVFD - Budget 10 - Vehicle repairs	\$2,170.00
5090	34.93	2010	Eastex Telephone	ESD Office - phone - 9366533911	\$34.93
5091	126.14	2010	AT&T	Bear Creek Budget 2010	\$126.14
5092	385.78	2010	Entergy	EMS Utilities - BC	\$385.78
5093	227.51	2010	San Jacinto County	BCVFD - Budget 10 - Fuel	\$227.51
5094	2,416.67	2010	San Jacinto County	Dispatch payment - March 2010	\$2,416.67
5095	45,833.33	2010	Legacy EMS	EMS March 2010	\$45,833.33
5096	1,817.50	2010	Coveler & Katz	Attorney fees - Jan 2010	\$1,817.50
5097	82.00	2010	Lawrence Godfrey	Travel/Cell	\$82.00
5098	462.50	2010	Allen E Clark	Travel/Cell	\$462.50
DEBIT	154.77	2010	Office Depot	Printer/Fax cartridges	\$154.77
BNK TXFR	1,151.01	2010	Denise Lewis	February 1-15 2010 Admin	\$1,151.01
5099	520.00	2010	Denise Lewis	filing fees/mileage/dsl/phone - Jan 1-Feb 13 201	\$520.00
5100	2,259.74	2010	Coldspring VFD	Budget 10/EMS Util/EMS BR	\$2,259.74
5101	1,072.72	2010	Point Blank VFD	Budget 10/SFFMA dept dues	\$1,072.72
		2010	Bear Creek VFD	Budget 10/EMS BR 09/Vfd cell 09/TIII	\$0.00
5102	4,403.15	2010	Punkin Evergreen VFD	Budget 10/District Projects 10/PE Truck 10	\$4,403.15
5103	3,142.93	2010	Oakhurst VFD	Budget 2010	\$3,142.93
5104	538.58	2010	FM 980 N VFD	Budget 2010	\$538.58
5105	1,928.61	2010	Shepherd VFD	Budget 10	\$1,928.61
		2010	First Responders	Budget 09/Ems Utilities 09/Budget 10	\$0.00
5106	956.76	2010	Camilla VFD	Budget 2010	\$956.76
5107	530.53	2010	Cape Area VFD	Budget 2010	\$530.53
5108	160.00	2010	Samantha Kennedy	Supplement payment to ESD dispatcher	\$160.00
5109	240.00	2010	Haley Boen	Supplement payment to ESD dispatcher	\$240.00
	95,490.26			TOTAL BILL PAYING	\$95,490.26
BILLS TO BE DISCUSSED BY BOARD					
PAID WITH NO CHECK REQUIRED					

A motion was made by Capers and seconded by Strouse to pay bills for check numbers 5083– 5109 as listed on spreadsheet. All in favor.

EXECUTIVE SESSION

The board went into executive session at approximately 7:43 PM.

ADJOURN EXECUTIVE SESSION AND RECONVENE REGULAR SESSION

The board returned at approximately 8:50 with action taken on District item b.

NEXT MEETING

The next regular meeting of the ESD will be Monday, March 15, 2010 at 6:30 PM, Coldspring Fire Station, Coldspring, Texas.

ADJOURNMENT

The meeting was adjourned at approximately 8:55 PM.

**MINUTES OF THE MARCH 8, 2010 MEETING OF THE
SAN JACINTO COUNTY EMERGENCY SERVICE DISTRICT**

A special meeting was duly called of the **SAN JACINTO COUNTY EMERGENCY SERVICE DISTRICT**, which was held on **March 8, 2010**, at the **COLDSPRING FIRE DEPARTMENT**, 20 Hill Avenue, Coldspring, Texas.

The meeting was called to order at 6:40 P.M. by **ALLEN CLARK**, District President. Those commissioners present were **ALLEN "GENE" CLARK**, **JOHN "FREDDY" MCDOWELL** and **CHARLES "JERRY" STROUSE**. Commissioners **GREG CAPERS** and **SHANNON EVERITT** were not present. Also present were members of the public, District Administrative Assistant Denise Lewis, and John W. Peeler of Coveler & Katz, P.C., District legal counsel.

The Board unanimously approved moving item 3, public comment, ahead of item 2 of the agenda. During public comment, Mr. Larry Godfrey, former commissioner, reported to the Board on his progress in assisting the auditors with the completion of the District 2009 audit, for which the Board had requested his assistance.

(At 6:50 PM the Board moved the meeting from the conference room in the fire station to a work table in the apparatus bay of the station in order to accommodate the previously scheduled 4-H meeting.)

The Board then addressed item 2 of the agenda, action on matters and Orders relating to calling a public election on adopting a one-half percent (0.5%) sales and use tax in the District under Health & Safety Code, Sections 775.0751 and 775.0752. During discussion, Mr. **STROUSE** asked for a consensus agreement that a portion of any sales tax would be dedicated to debt reduction. The Commissioners generally agreed that the sales tax revenue should be used in this manner. Counsel then presented the Board with a draft Order of Election which included the items contained in agenda items 2.b., 2.f., 2.g., 2.h., and 2.i. After review, motion was made by Mr. **STROUSE** and seconded by Mr. **MCDOWELL** to approve the order as submitted, thereby calling the election to be held on May 8, 2010 on the proposition of adopting a District sales and use tax of on-half percent, excluding any territory in the District where the local sales and use tax is already two percent. After discussion the motion was approved by a vote of 3 to 0.

Counsel noted that, among other things, the Order named District employee Denise Lewis as the Early Voting clerk and specified the Early Voting polling place as the Coldspring Fire Station.

The Board then reviewed the requirements of naming an Agent for the election under agenda item 2.c. After review, motion was then made by Mr. **STROUSE** and seconded by Mr. **MCDOWELL** to appoint Denise Lewis as the District's Agent for the election. After discussion the motion was approved by a vote of 3 to 0.

The Board then reviewed the requirements for naming election precinct judges under agenda item 2.d and naming the early voting ballot board under agenda item 2.e. and reviewed candidates supplied by Counsel and the District Administrative Assistant. After review, motion was made by Mr. **MCDOWELL** and seconded by Mr. **STROUSE** to name Debrah Hanson, Linda Monroe, Edith Kyle, and Vicki Craven as the precinct election judges and as the members of the early voting ballot board, with Ms. Hanson designated as the presiding judge. After discussion the motion was approved by a vote of 3 to 0.

The Board then reviewed the proposed contract with Election Systems & Software for services related to conducting the election under agenda item 2.j. After review, motion was made by Mr. **MCDOWELL** and seconded by Mr. **STROUSE** to approve and execute the contract with Election Systems & Software as presented. After discussion the motion was approved by a vote of 3 to 0.

The Board then reviewed the requirements to designate the date of the canvassing meeting under agenda item 2.l. After review, motion was made by Mr. **STROUSE** and seconded by Mr. **MCDOWELL** to have the canvass on May 17, 2010 at the regularly scheduled District meeting. After discussion the motion was approved by a vote of 3 to 0.

There being no further business brought before the Board, nor any further public comment, upon Motion made, the meeting adjourned at 7:30 P.M.

Secretary of the Board

San Jacinto County Emergency Services District
P.O BOX 637
COLDSPRING, TX 77331

MINUTES OF EMERGENCY SERVICES DISTRICT REGULAR MEETING MARCH 15, 2010.

COMMISSIONERS PRESENT

Gene Clark, Greg Capers, Freddy McDowell, Charles Strouse and Shannon Everitt were present.

CALL TO ORDER

Clark called this regular meeting to order at approximately 6:30 PM.

ROLL CALL

All departments present except Oakhurst VFD.

DEPARTMENT	PRESENT	RUNS	CALL HOURS	OTHER HOURS	TOTAL HOURS	REPORT FILED
980 N	YES	4	21	128	149	YES
BEAR CREEK	YES	18	133	484	617	YES
CAMILLA	YES	5	73	225	298	YES
CAPE AREA	YES	5	15	85	100	YES
COLDSPRING	YES	12	73	188	261	YES
OAKHURST	NO	2			17	yes (late)
POINT BLANK	YES	8	61	72	133	YES
PUNKIN/EVERGREEN	YES	11	100	2359	2459	YES
SHEPHERD	YES	25	274	929	1203	YES
FIRST RESPONDERS	YES	41	49	38	87	YES

PUBLIC COMMENTS

Cindy Nicklas – Shattered Lives and Hasmat Awareness Class.

L.A. Rex – 1127 Property.

Sara Durgan – Easter Egg Hunt at PBVFD.

Pat Gandy – 911 Addressing signs and Communications.

MINUTES

A motion was made by Capers and seconded by Strouse to approve minutes for February 15, 2010. All in favor.

FINANCIAL REPORT

A motion was made by Capers and seconded by McDowell to approve the financials for February 2010. All in favor.

LEGACY EMS REPORT

A report was given by Legacy EMS. No action needed.

SAN JACINTO COUNTY DISPATCH REPORT

This item was tabled.

2010 DISTRICT SALES TAX ELECTION

a. **Order of Election**

No action needed.

b. **Order appointing Presiding and Alternate Election Judges**

A motion was made by Capers and seconded by McDowell to appoint Debrah Hanson as Presiding Election Judge. All in favor.

A motion was made by Capers and seconded by Everitt to appoint Edith Kyle as Alternate Judge. All in favor.

c. **Order appointing Early voting ballot board and board's presiding Judge**

A motion was made by Capers and seconded by Everitt to appoint Debrah Hanson as Judge for Early voting ballot board and all other election judges shall make up the ballot board. All in favor.

d. **Order establishing and designating Election precinct and polling places**

No action needed.

e. **Other orders/resolutions**

A motion was made by McDowell and seconded by Strouse to approve an order for Denise Lewis' hours at ESD office to be 1-4 PM Monday – Thursday for 40 days before election and 50 days after.

DISTRICT BUSINESS

a. **SVFD/BCVFD presentation on accountability system**

No action needed.

b. **Tax Abatement for Agri-Tex**

No action needed.

c. **Contact change for TML**

A motion was made by Capers and seconded by Everitt to change the ESD contact for TML to Denise Lewis. All in favor.

d. **Resolution for holidays/vacation**

A motion was made by Capers and seconded by Strouse to approve resolution with changes. All in favor.

e. **2009 Audit**

No action needed.

f. **Communications**

A motion was made by Capers and seconded by McDowell to approve communications upgrades up to \$29,0000.00 at dispatch and tower locations. All in favor.

g. **2008/2009 Department compilations**

No action needed.

h. **Departmental Equipment needs**

No action needed.

i. Budget amendments

No action needed.

j. Investment Policy and appointment of Investment Officer

A motion was made by Capers and seconded by Everitt to appoint Freddy McDowell as investment officer for the district.

BILL PAYING

MARCH BILL PAYING 2010 SJC ESD					
CH#	Amount	Date	To	Category	Vendor totals
5110	2,055.00	2010	Livingston Fire School	36 volunteers attending - District Training	\$2,055.00
5111	4,978.17	2010	Lowe's Home Center	District Projects 10- CSVFD - Generator	\$4,978.17
5112	497.00	2010	Cottage Enterprises	Shirts for Board/Admin Assistant (15)	\$497.00
BANK TXFR	1,151.01	2010	Denise Lewis(PAID)	February 16-28 2010 Admin	\$1,151.01
5113	1,875.00	2010	Conroe Commercial Door	EMS Building - CSVFD - overhead door	\$1,875.00
5114	11,392.91	2010	VFIS	Installment District insurance	\$11,392.91
5115	574.81	2010	Health Center of SE TX	EMS Utilities - Shep - July - Dec 2009	\$574.81
5116	357.00	2010	Gulf Coast Breathing Air	CSVFD - ESD Air Quality	\$357.00
5117	763.00	2010	Fire Center	BCVFD - Title III - Gear	\$763.00
5118	5,685.20	2010	Premier Eleciton Solutions	District Election 2010	\$5,685.20
5119	11,476.00	2010	SJC Appraisal District	2nd Quarter Installment - 2010	\$11,476.00
5120	33.50	2010	Eastex Telephone	ESD office - phone - 9366533911	\$33.50
5121	101.45	2010	At&T	Bear Creek Budget 2010	\$101.45
5122	404.05	2010	Entergy	EMS Utilities - BC	\$404.05
5123	404.87	2010	San Jacinto County	BCVFD - Budget 2010 - fuel	\$404.87
5124	2,416.67	2010	San Jacinto County	Dispatch payment - April 2010	\$2,416.67
5125	45,833.33	2010	Legacy EMS	EMS April 2010	\$45,833.33
5126	5,054.94	2010	Coveler & Katz	Attorney Fees - Feb 2010 - Election \$3000	\$5,054.94
5127	95.00	2010	Lawrence Godfrey	Travel/cell	\$95.00
DEBIT	53.10		Elaine's Restaurant	Copies Communication study (color/b&w)	\$53.10
BANK TXFR	1,151.01	2010	Denise Lewis(PAID)	March 1-15 2010 Admin	\$1,151.01
5128	201.00	2010	Denise Lewis	filing fees/mileage/dsl/phone - Feb 15-28	\$201.00
5129	3,194.97	2010	Coldspring VFD	Budget 10/EMS Utilities	\$3,194.97
5130	729.81	2010	Point Blank VFD	Budget 2010	\$729.81
5131	1,574.81	2010	Bear Creek VFD	Budget 2010	\$1,574.81
5132	3,531.01	2010	Punkin Evergreen VFD	Budget 10/District Projects 10/Comp 08/09	\$3,531.01
		2010	Oakhurst VFD		\$0.00
5133	858.50	2010	FM 980 N VFD	Budget 2010	\$858.50
5134	2,991.80	2010	Shepherd VFD	Budget 2010	\$2,991.80
5135	1,936.40	2010	First Responders	Budget 2010/EMS Utilities	\$1,936.40
5136	200.00	2010	Camilla VFD	2008 Compilations Reimbursement	200.00
5137	741.39	2010	Cape Area VFD	Budget 2010	
5138	160.00	2010	Samantha Kennedy	Supplement payment to ESD dispatcher	\$160.00
5140	240.00	2010	Haley Boaan	Supplement payment to ESD dispatcher	\$240.00
	112,512.71			TOTAL BILL PAYING	\$112,712.71

A motion was made by Capers and seconded by Everitt to pay bills for check numbers 5110- 5140 as listed on spreadsheet. All in favor.

EXECUTIVE SESSION

The board went into executive session at approximately 8:20 PM.

ADJOURN EXECUTIVE SESSION AND RECONVENE REGULAR SESSION

The board returned at approximately 8:45PM with no action needed.

NEXT MEETING

The next regular meeting of the ESD will be Monday, April 19, 2010 at 6:30 PM, Coldspring Fire Station, Coldspring, Texas.

ADJOURNMENT

The meeting was adjourned at approximately 8:50 PM.

San Jacinto County Emergency Services District
P.O BOX 637
COLDSPRING, TX 77331

MINUTES OF EMERGENCY SERVICES DISTRICT REGULAR MEETING APRIL 19, 2010.

COMMISSIONERS PRESENT

Gene Clark, Greg Capers, Freddy McDowell, Charles Strouse and Shannon Everitt were present.

CALL TO ORDER

Clark called this regular meeting to order at approximately 6:39 PM.

ROLL CALL

All departments present.

DEPARTMENT	PRESENT	RUNS	CALL HOURS	OTHER HOURS	TOTAL HOURS	REPORT FILED
980 N	YES	4	70	164	234	YES
BEAR CREEK	YES	13	48	555	603	YES
CAMILLA	YES	8	48	227	275	YES
CAPE AREA	YES	14	45	130	175	YES
COLDSPRING	YES	12	65	216	281	yes (late)
OAKHURST	NO	2	9	16	25	yes (late)
POINT BLANK	YES	14	113	30	143	YES
PUNKIN/EVERGREEN	YES	5	14	184	199	YES
SHEPHERD	YES	27	3139	728	867	YES
FIRST RESPONDERS	YES	33	46	34	100	yes (late)

PUBLIC COMMENTS

Judy Eaton – Hasmat/Nims

Haley Boan – Shattered Lives/Thanks

Lou Rogers – Dirt needed/6 wheelers

Denise Lewis – Can goods/shattered lives/election

MINUTES

This item was tabled.

FINANCIAL REPORT

A motion was made by Capers and seconded by McDowell to approve the financials for March 2010. All in favor.

LEGACY EMS REPORT

A report was given by Legacy EMS. No action needed.

SAN JACINTO COUNTY DISPATCH REPORT

A report was given by Dispatch. No action needed.

2010 DISTRICT SALES TAX ELECTION

- a. Order of Election
No action needed.
- b. Order appointing Presiding and Alternate Election Judges
No action needed.
- c. Order appointing Early voting ballot board and board's presiding Judge
No action needed.
- d. Order establishing and designating Election precinct and polling places
No action needed.
- e. Other orders/resolutions
A motion was made by Capers and seconded by McDowell to approve Linda Monroe as election judge for Precinct 2. All in favor.
A motion was made by Capers and seconded by Everitt to approve Add- On Agreement for Election. All in favor.

DISTRICT BUSINESS

- a. Distribution of 2010 Title III funds
A motion was made by Strouse and seconded by Everitt to approve Title III funds distribution with changes. All in favor.
- b. 2009 District Audit
No action needed.
- c. Repairs to ladder truck
This item was tabled. All in favor.
- d. Radio needs for Departments
No action needed.
- e. Communications
No action needed.
- f. 2008/2009 Department compilations
No action needed.
- g. Departmental Equipment needs
No action needed.
- h. Budget amendments
No action needed.

BILL PAYING

APRIL BILL PAYING 2010 SJC ESD					
CH#	Amount	Date	To	Category	Vendor totals
5141	1,975.05	2010	US Treasury	Admin Assist 1st quarter taxes 2010	\$1,975.05
5142	265.18	2010	Wolf Creek Air	EMS AC repair /CS	\$265.18
5143	208.00	2010	VFIS	Additon of Comp & Col 04 Ford - SVFD	\$208.00
5144	23,500.00	2010	Command Communicaitons	Repairs/upgrades Dispatch	\$23,500.00
5145	5,000.00	2010	Command Communicaitons	Repairs/upgrades Dispatch	\$5,000.00
5146	600.00	2010	Premier Election Solutions	District Election 2010	\$600.00
5147	377.40	2010	San Jacinto News Times	Election Publications	\$377.40
5148	33.60	2010	Eastex Telephone	ESD office - phone - 9366533911	\$33.60
5149	85.51	2010	At&T	Bear Creek Budget 2010	\$85.51
5150	310.35	2010	Entergy	EMS Utilities - BC	\$310.35
5151	412.00	2010	San Jacinto County	BCVFD - Budget 2010 - fuel	\$412.00
5152	2,416.67	2010	San Jacinto County	Dispatch payment - April 2010	\$2,416.67
5153	45,833.33	2010	Legacy EMS	EMS May 2010	\$45,833.33
5154	6,414.55	2010	Coveler & Katz	Attorney Fees - March 2010 - Election	\$6,414.55
5155	235.00	2010	Lawrence Godfrey	Travel/cell/consulting/training	\$235.00
5156	312.50	2010	Allen E. Clark	Travel/cell	\$312.50
5157	473.05	2010	Denise Lewis	filing fees/mileage/dsl/phone/supplies 03/10	\$473.05
5158	326.40	2010	Jeanie Aden	office work/travel	\$326.40
5159	2,554.73	2010	Coldspring VFD	Budget 10/EMS Utilities	\$2,554.73
5160	1,338.59	2010	Point Blank VFD	Budget 2010	\$1,338.59
5161	1,382.11	2010	Bear Creek VFD	Budget 2010/ESD dues/EMS Utilities	\$1,382.11
5162	1,937.90	2010	Punkin Evergreen VFD	Budget 10/ESD dues	\$1,937.90
5163	1,521.07	2010	Oakhurst VFD	Budget 10/compilation 08/ESD dues	\$1,521.07
5164	957.40	2010	FM 980 N VFD	Budget 10/TIII/Compilation 08/09	\$957.40
5165	1,880.24	2010	Shepherd VFD	Budget 2010	\$1,880.24
5166	751.60	2010	First Responders	Budget 2010/EMS Utilities	\$751.60
5167	690.54	2010	Camilla VFD	Budget 2010	690.54
5168	298.78	2010	Cape Area VFD	Budget 2010	\$298.78
5169	160.00	2010	Samantha Kennedy	Supplement payment to ESD dispatcher	\$160.00
5170	240.00	2010	Haley Boan	Supplement payment to ESD dispatcher	\$240.00
DEBIT	16.23	2010	Family Dollar	Phone card for fax	\$16.23
DEBIT	71.07	2010	Family Dollar	offcie supplies	\$71.07
DEBIT	2.75	2010	Postmaster	send letter	\$2.75
BANK TXFR	1,151.01	2010	Denise Lewis(PAID)	March 16-31 2010 Admin	\$1,151.01
BANK TXFR	1,151.01	2010	Denise Lewis(PAID)	April 1-15 2010 admin	\$1,151.01
	104,883.62			TOTAL BILL PAYING	104,833.62
BILLS TO BE DISCUSSED BY BOARD					
	4,512.17	2010	Oakhurst VFD	Reimb Home Depot/Brandon Hopkins	
PAID WITH NO CHECK REQUIRED					

A motion was made by Capers and seconded by Everitt to pay bills for check numbers 5141– 5170 including debits and bank transfers as listed on spreadsheet. All in favor.

Discussion check to Oakhurst will be held until next meeting.

EXECUTIVE SESSION

The board went into executive session at approximately 8:00 PM.

ADJOURN EXECUTIVE SESSION AND RECONVENE REGULAR SESSION

The board returned at approximately 8:41PM with no action needed.

NEXT MEETING

The next regular meeting of the ESD will be Monday, May 17, 2010 at 6:30 PM, Coldspring Fire Station, Coldspring, Texas.

ADJOURNMENT

The meeting was adjourned at approximately 8:50 PM.

San Jacinto County Emergency Services District
P.O BOX 637
COLDSPRING, TX 77331

MINUTES OF EMERGENCY SERVICES DISTRICT REGULAR MEETING MAY 17, 2010.

COMMISSIONERS PRESENT

Gene Clark, Freddy McDowell and Charles Strouse were present. Shannon Everitt and Greg Capers were absent.

CALL TO ORDER

Clark called this regular meeting to order at approximately 6:35 PM.

ROLL CALL

All departments present except 980N, Punkin and Oakhurst.

DEPARTMENT	PRESENT	RUNS	CALL HOURS	OTHER HOURS	TOTAL HOURS	REPORT FILED
980 N	NO	3	17	223	240	yes (late)
BEAR CREEK	YES	16	101	339	440	YES
CAMILLA	YES	9	71	358	429	YES
CAPE AREA	YES	7	16	100	116	YES
COLDSPRING	YES	9	66	310	376	YES
OAKHURST	NO					NO
POINT BLANK	YES	12	28	30	58	YES
PUNKIN/EVERGREEN	NO	13			839	YES
SHEPHERD	YES	30	120	713	833	YES
FIRST RESPONDERS	YES	53	65	130	195	YES

PUBLIC COMMENTS

Larry Godfrey – Sales Tax/ISO/IRS forms

Denise Lewis – Toyz for Kidz

MINUTES

This item was tabled.

FINANCIAL REPORT

A motion was made by McDowell and seconded by Strouse to approve the financials for April 2010. All in favor.

LEGACY EMS REPORT

A report was given by Legacy EMS. No action needed.

SAN JACINTO COUNTY DISPATCH REPORT

A report was given by Dispatch. No action needed.

2010 DISTRICT SALES TAX ELECTION

4a. **Canvass Election results**

A motion was made by Strouse and Seconded by McDowell to canvass returns and declare results of the May 8, 2010 Election on the proposition of authorizing a sales tax of 0.5% in San Jacinto County Emergency Services District as provided under Health & Safety Code, Section 775.0751. All in favor.

4b. **Approval of Election expenses**

No action needed. Each item will be addressed in District Bill Paying report.

5. **Order imposing sales tax**

A motion was made by McDowell and seconded by Strouse to approve the order imposing local sales and use tax. All in favor.

DISTRICT BUSINESS

a. **2009 District Audit**

This item was tabled after presentation by Mr. Sellars of Hereford, Lynch and Sellars.

b. **Acquisition of land**

Shepherd – 3 acres A motion was made by McDowell and seconded by Strouse to move forward with this purchase. All in favor.
Punkin- .25 acres A motion was made by McDowell and seconded by Strouse to move forward with this purchase. All in favor.
Punkin – 2.3 acres This item was tabled.

Bear Creek – 2 acres A motion was made by Stouse and seconded by McDowell to move forward with this purchase. All in favor.

c. **Communications**

No action needed.

d. **2008/2009 Department compilations**

No action needed.

e. **Repairs to tracker**

A motion was made by Stouse and seconded by McDowell to approve purchase of pump for \$4400.00 to be paid out of emergency funds and \$1735.30 for repairs to be paid out of district Title III. All in favor.

f. **Ladder Truck**

This item was tabled.

g. **Departmental Equipment needs**

No action needed.

h. **Budget amendments**

No action needed.

BILL PAYING

MAX BILL PAYING 2010 SJC ESD					
CH#	Amount	Date	To	Category	Vendor totals
5171-5179	1,898.00	2010	Election Judges	Election Judges - Time at \$10/Hr	\$1,898.00
5180	493.50	2010	Health Center of SE TX	Shepherd EMS Utilities	\$493.50
5181	700.00	2010	VFIS	Addition of Comp/Col for boat - CAVFD	\$700.00
5182	4,500.00	2010	Hereford, Lynch Sellars	2009 Audit - Payment #1	\$4,500.00
5183	157.16	2010	Pro Star Waste	2 months - PEVFD - Budget 2010	\$157.16
5184	2,250.00	2010	San Jacinto County	Tax office - April, May, June 2010	\$2,250.00
5185	190.80	2010	San Jacinto News Times	Election Publications	\$190.80
5186	33.89	2010	Eastex Telephone	ESD office - phone - 9366533911	\$33.89
5187	90.10	2010	At&T	Bear Creek Budget 2010	\$90.10
5188	268.12	2010	Entergy	EMS Utilities - BC	\$268.12
5189	288.67	2010	San Jacinto County	BCVFD - Budget 2010 - fuel	\$288.67
5190	2,416.67	2010	San Jacinto County	Dispatch payment - June 2010	\$2,416.67
5191	45,833.33	2010	Legacy EMS	EMS JUNE 2010	\$45,833.33
5192	6,504.10	2010	Coveler & Katz	Attorney Fees - April 2010 - Election	\$6,504.10
5193	136.00	2010	Lawrence Godfrey	Travel/cell/consulting/training	\$136.00
		2010	Allen E. Clark	Travel/cell	\$0.00
5194	538.50	2010	Denise Lewis	filing fees/mileage/dsl/phone/supplies 04/10	\$538.50
5195	325.00	2010	Jeanie Aden	office work/travel	\$325.00
5196	2,273.18	2010	Coldspring VFD	Budget 10/EMS Utilities/tracker	\$2,273.18
5197	785.50	2010	Point Blank VFD	Budget 2010	\$785.50
5198	1,029.00	2010	Bear Creek VFD	Budget 2010	\$1,029.00
5199	2,421.88	2010	Punkin Evergreen VFD	Budget 2010/Title III	\$2,421.88
5200	1,831.89	2010	Oakhurst VFD	Budget 2010	\$1,831.89
		2010	FM 980 N VFD		\$0.00
5201	3,423.59	2010	Shepherd VFD	Budget 2010	\$3,423.59
		2010	First Responders		\$0.00
5202	942.98	2010	Camilla VFD	Budget 2010	\$942.98
5203	192.59	2010	Cape Area VFD	Budget 2010	\$192.59
5204	160.00	2010	Samantha Kennedy	Supplement payment to ESD dispatcher	\$160.00
5205	240.00	2010	Haley Boanen	Supplement payment to ESD dispatcher	\$240.00
DEBIT		2010			\$0.00
DEBIT		2010			\$0.00
DEBIT		2010			\$0.00
BANK TXFR	1,151.01	2010	Denise Lewis(PAID)	April 16-30 2010 Admin	\$1,151.01
BANK TXFR	1,151.01	2010	Denise Lewis(PAID)	May 1-15 2010 admin	\$1,151.01
	82,226.47			TOTAL BILL PAYING	82,226.47

A motion was made by McDowell and seconded by Strouse to pay bills for check numbers 5171– 5205 including debits and bank transfers as listed on spreadsheet. All in favor.

EXECUTIVE SESSION

The board did not enter into executive session..

ADJOURN EXECUTIVE SESSION AND RECONVENE REGULAR SESSION

The board did not enter into executive session.

NEXT MEETING

The next regular meeting of the ESD will be Monday, June 21, 2010 at 6:30 PM, Coldspring Fire Station, Coldspring, Texas.

ADJOURNMENT

The meeting was adjourned at approximately 8:40 PM.

San Jacinto County Emergency Services District

P.O BOX 637

COLDSRING, TX 77331

MINUTES OF EMERGENCY SERVICES DISTRICT REGULAR MEETING JUNE 21, 2010.

COMMISSIONERS PRESENT

Gene Clark, Freddy McDowell, Charles Strouse, Shannon Everitt and Greg Capers were present.

CALL TO ORDER

Clark called this regular meeting to order at approximately 6:31 PM.

ROLL CALL

All departments present except Oakhurst.

DEPARTMENT	PRESENT	RUNS	CALL HOURS	OTHER HOURS	TOTAL HOURS	REPORT FILED
980 N	YES	3	24	197	221	YES
BEAR CREEK	YES	16	160	809	969	YES
CAMILLA	YES	13	81	127	208	YES
CAPE AREA	YES	16	68	74	141	YES
COLDSRING	YES	21	95	176	271	YES
OAKHURST	NO					NO
POINT BLANK	YES	13	69	16	85	YES
PUNKIN/EVERGREEN	YES	15	75	544	616	YES
SHEPHERD	YES	37	292	1220	1512	YES
FIRST RESPONDERS	YES	55	58	46	104	YES

PUBLIC COMMENTS

Larry Godfrey – Bear Creek land

MINUTES

This item was tabled.

FINANCIAL REPORT

A motion was made by McDowell and seconded by Everitt to approve the financials for May 2010. All in favor.

LEGACY EMS REPORT

A report was given by Legacy EMS. No action needed.

SAN JACINTO COUNTY DISPATCH REPORT

A report was given by Dispatch. No action needed.

FIRE MARSHAL REPORT

Fire marshal was not present. Report was read by Gene Clark.

DISTRICT BUSINESS

- a. 2009 District Audit
A motion was made by Capers and seconded by Strouse to approve the 2009 audit as presented. All in favor.
- b. CAD
A motion was made by Capers and seconded by McDowell to approve contract with Justice Solutions for a CAD system for dispatch and ESD with 3 users for \$641.70 per month to be paid out of Title III Communications 2010. All in favor.
- c. Acquisition of land
Shepherd – A motion was made by Capers and seconded by McDowell to prepare contract, go out for bids on lenders, order appraisal and survey of land for Shepherd VFD/EMS. Denise Lewis will be the contact person with Allen Clark as the authorized signer. All in favor.
Punkin- A motion was made by Capers and seconded by Everitt to prepare contract and order survey on land for Punkin/Evergreen VFD. Denise Lewis will be the contact person with Allen Clark as the authorized signer. All in favor.
Bear Creek – A motion was made by Capers and seconded by Everitt to accept donated appraisal, prepare contract and order Survey on land for Bear Creek VFD/Helipad. Denise Lewis will be the contact person with Allen Clark as the authorized signer. All in favor.
- d. Communications
No action needed.
- e. 2010 Title III disbursement
A motion was made by Capers and seconded by Everitt to approve disbursement of Title III money as presented. All in favor.
- f. 2008/2009 Department compilations
No action needed.
- g. Repairs to tracker
No action needed.
- h. Ladder Truck
A motion was made by Capers and seconded by Everitt to approve remodel of Punkin/Evergreen station as presented to accommodate ladder truck. All in favor.
- i. Departmental Equipment needs
No action needed.
- j. Budget amendments
A motion was made by Everitt and seconded by Strouse to approve \$5000 to be added to Coldspring VFD 2010 budget from District projects 2010. All in favor.
- k. 2011 Budget/2010 Appraisal values
No action needed.

BILL PAYING

JUNE BILL PAYING 2010 SJC ESD					
CH#	Amount	Date	To	Category	Vendor totals
5206	640.00	2010	Kerry Carl Hagan, P.C.	Attorney Fee - PEVFD property	\$640.00
5207	4,180.00	2010	Waterous Company	Pump for tracker - ESD tracker	\$4,180.00
5208	917.62	2010	VFIS	Addition of Comp& Col for Tanker - CSVFD	\$917.62
5209	11,407.00	2010	VFIS	Insurance installment	\$11,407.00
5210	1,320.00	2010	Walker County Cablevision	Tower rent - Title III	\$1,320.00
5211	33.60	2010	Eastex Telephone	ESD office - phone - 9366533911	\$33.60
5212	130.00	2010	At&T	Bear Creek Budget 2010	\$130.00
5213	275.10	2010	Entergy	EMS Utilities - BC	\$275.10
5214	515.54	2010	San Jacinto County	BCVFD - Budget 2010 - fuel	\$515.54
5215	2,416.67	2010	San Jacinto County	Dispatch payment - July 2010	\$2,416.67
5216	45,833.33	2010	Legacy EMS	EMS JULY 2010	\$45,833.33
5217	1,133.04	2010	Coveler & Katz	Attorney Fees - May 2010 - Election	\$1,133.04
5218	129.00	2010	Lawrence Godfrey	Travel/cell/consulting/training	\$129.00
5219	550.94	2010	Allen E. Clark	Travel/cell/supplies	\$550.94
5220	508.28	2010	Denise Lewis	filing/mileage/dsl/phone/supplies/medical	\$508.28
5221	150.00	2010	Jeanie Aden	office work	\$150.00
5222	7,215.22	2010	Coldspring VFD	Budget 10/EMS Utilities/tracker/Title III	\$7,215.22
5223	574.18	2010	Point Blank VFD	Budget 2010	\$574.18
5224	1,094.70	2010	Bear Creek VFD	Budget 2010	\$1,094.70
5225	3,057.25	2010	Punkin Evergreen VFD	Budget 2010/Title III	\$3,057.25
5226	648.48	2010	Oakhurst VFD	Budget 2010	\$648.48
5227	1,200.42	2010	FM 980 N VFD	Budget 2010	\$1,200.42
5228	3,825.74	2010	Shepherd VFD	Budget 2010/Title III	\$3,825.74
5229	1,353.52	2010	First Responders	Budget 2010/EMS Utilities	\$1,353.52
5230	843.78	2010	Camilla VFD	Budget 2010	\$843.78
5231	742.29	2010	Cape Area VFD	Budget 2010	\$742.29
5232	160.00	2010	Samantha Kennedy	Supplement payment to ESD dispatcher	\$160.00
5233	240.00	2010	Haley Boan	Supplement payment to ESD dispatcher	\$240.00
BANK TXFR	1,151.01	2010	Denise Lewis(PAID)	May 16-31 2010 Admin	\$1,151.01
BANK TXFR	1,151.01	2010	Denise Lewis(PAID)	June 1-15 2010 admin	\$1,151.01
	93,397.72			TOTAL BILL PAYING	93,397.72
<u>BILLS TO BE DISCUSSED BY BOARD</u>					
5234	799.99	2010	Punkin/Evergreen VFD	Pump for ESD truck - ESD repairs	799.99
5235	1,015.00	2010	Eastex LP	Propane tank for generator/CSVFD - ESD	1015
<u>PAID WITH NO CHECK REQUIRED</u>					
	5,127.00	2010	ESD	Capital 2010-BCVFD - 78 Tanker (final)	\$ 5,127.00
	4,227.00	2010	ESD	Capital 2010 - 980N VFD - 07 Tanker	\$ 4,227.00
	2,965.36	2010	ESD	Capital 2010- Oak VFD - 06 Brush (final)	2965.36
	2,278.00	2010	ESD	Capital 2010 - PEVFD - 07 Tanker	2278

A motion was made by Capers and seconded by Everitt to pay bills for check numbers 5206– 5233 including debits and bank transfers as listed on spreadsheet. A motion was made by Strouse and seconded by Capers to pay check # 5234 with \$500 from PE TIII and \$299.99 from Emergency funds. A motion was made by Capers and seconded by McDowell to approve check # 5235 out of district projects. All in favor.

EXECUTIVE SESSION

The board entered into executive session at approximately 7:25 PM.

ADJOURN EXECUTIVE SESSION AND RECONVENE REGULAR SESSION

The board returned at approximately 8:15 PM with action taken on items “c” and “h” as listed above.

NEXT MEETING

The next regular meeting of the ESD will be Monday, July 19, 2010 at 6:30 PM, Coldspring Fire Station, Coldspring, Texas.

ADJOURNMENT

The meeting was adjourned at approximately 8:21 PM.

San Jacinto County Emergency Services District
P.O BOX 637
COLDSPRING, TX 77331

MINUTES OF EMERGENCY SERVICES DISTRICT SPECIAL MEETING JULY 08, 2010

COMMISSIONERS PRESENT

Gene Clark, Freddy McDowell, Charles Strouse and Shannon Everitt were present. Greg Capers was absent.

CALL TO ORDER

Clark called this regular meeting to order at approximately 6:02 PM.

PUBLIC COMMENTS

There were no comments from the public.

DISTRICT BUSINESS

a. **Air Pacs and Air Conditioner bids for CSVFD**

The grant for the air pac was tabled.

Three bids were presented for the air conditioners with no action taken.

b. **Proposals for financing the acquisition of real estate**

The total purchase price for the Shepherd land/building is \$480,000. A motion was made by Everitt and seconded by McDowell to approve the purchasing terms with \$150,000 down to be taken out of district contingency and the remaining \$330,000 to be financed by People's State Bank at 3.25% for 7 years with semi-annual payments. A total of 9 bids were sent out for financing and 4 bids were returned. People's State Bank offered the lowest interest.

A motion was made by Strouse and seconded by McDowell to approve the contract for purchase of +/-2 acres at \$10,000 per acre for the use of the Bear Creek VFD and future helipad. This purchase will be contingent upon the survey. All in favor.

A motion was made by Strouse and seconded by Everitt to approve the contract for purchase of +/-11.79 acres plus building from Frank Chapman for the use of the Shepherd VFD, future helipad and EMS quarters. The purchase price is \$480,000.00. This purchase will be contingent upon the environmental study, survey and inspection. All in favor.

A motion was made by Everitt and seconded by McDowell to approve the increased purchase price of .25 acres for the use of the Punkin/Evergreen VFD to \$2500.00 and giving Denise Lewis authority to negotiate legal paperwork with Attorney Kerry Hagen needed to close on property. All in favor.

c. **Executive Session**

The board entered into executive session at approximately 6:25 PM and returned at approximately 7:08 PM with above action taken on land acquisition.

This meeting was adjourned at approximately 7:20 PM.

Prepared by Denise Lewis, Administrative Assistant, San Jacinto County Emergency Services District.

San Jacinto County Emergency Services District

P.O BOX 637

COLDSPRING, TX 77331

MINUTES OF EMERGENCY SERVICES DISTRICT REGULAR MEETING JULY 19, 2010.

COMMISSIONERS PRESENT

Gene Clark, Freddy McDowell, Charles Strouse, Shannon Everitt and Greg Capers were present.

CALL TO ORDER

Clark called this regular meeting to order at approximately 6:30 PM.

ROLL CALL

All departments present except Oakhurst.

DEPARTMENT	PRESENT	RUNS	CALL HOURS	OTHER HOURS	TOTAL HOURS	REPORT FILED
980 N	YES	3	29	75	104	YES
BEAR CREEK	YES	8	26	350	376	YES
CAMILLA	YES	7	55	102	157	YES
CAPE AREA	YES	14	37	41	78	YES
COLDSPRING	YES	14	40	372	412	YES
OAKHURST	NO				0	NO
POINT BLANK	YES	9	40	16	56	YES
PUNKIN/EVERGREEN	YES	21	92	860	952	YES
SHEPHERD	YES	22	89	581	670	YES
FIRST RESPONDERS	YES	48	53	37	90	NO

PUBLIC COMMENTS

Haley Boen – Mic clicks

Detective Wick – First Responder protocol

MINUTES

A motion was made by Capers and seconded by Strouse to approve minutes for March 15, 2010 All in favor.

A motion was made by Everitt and seconded by Capers to approve minutes for April 19, 2010 All in favor.

A motion was made by Strouse and seconded by McDowell to approve minutes for May 17, 2010 All in favor.

A motion was made by Capers and seconded by Everitt to approve minutes for June 21, 2010 All in favor..

FINANCIAL REPORT

A motion was made by McDowell and seconded by Everitt to approve the financials for June 2010. All in favor.

LEGACY EMS REPORT

A report was given by Legacy EMS. No action needed.

SAN JACINTO COUNTY DISPATCH REPORT

A report was given by Dispatch. No action needed.

FIRE MARSHAL REPORT

A report was given by Fire Marshall. No action needed.

DISTRICT BUSINESS

- a. District Appraisal values and Effective Tax Rate Notice
A motion was made by Strouse and seconded by McDowell to authorize Coveler and Katz and San Jacinto County Tax Assessor/Collector to prepare and publish effective tax rate notice in the San Jacinto News Times. All in favor.
- b. 2010 Appraisal valuations and adoption of tax rate and public hearings
This item was tabled.
- c. Proposed 2011 District Budget
This item was tabled.
- d. Propose 2010 tax rate
This item was tabled.
- e. Policy on passengers in emergency vehicles
This will be added to contract in the policies/procedures attachment. No action needed.
- f. Automatic mutual aid agreements
This will be addressed in contract in the policies/procedures attachment. No action needed.
- g. Land Acquisitions
No action needed.
- h. Communications
A motion was made by Capers and seconded by Everitt to approve the purchase of 2 hard drives with windows professional for dispatch for use with the new CAD system at a cost of \$1488.44. All in favor.
- i. Air Conditioner purchase for Coldspring VFD and EMS living quarters
A motion was made by Strouse and seconded by Capers to approve the purchase and installation of 3 new AC units from Wolf Creek Air at a cost of \$11,800.00. All in favor.
- j. 2008/2009 Department compilations
No action needed.
- k. Ladder Truck
No action needed.
- l. Departmental Equipment needs
A motion was made by Capers and seconded by Everitt to approve the purchase of a generator for Punkin/Evergreen VFD at a cost of \$5166.32 funded by District 2010 projects to be installed after property deed has been filed. All in favor.
- m. Budget amendments
A motion was made by Capers and seconded by Strouse : Bear Creek \$2500 from Fuel to Building Repairs. All in favor.
A motion was made by Everitt and seconded by Capers: Oakhurst \$1000 from Vehicle Repairs to Building Repairs. All in favor.
A motion was made by Capers and seconded by Everitt : Punkin/Evergreen \$500 from Vehicle Repairs to Supplies. All in favor.
A motion was made by Capers and seconded by Everitt : Shepherd \$5000 from Fuel/Utilities to Building Repairs. All in favor.
- n. CSVFD Generator
A motion was made by McDowell and seconded by Everitt to approve the payment to Bill Baugh for the electric hook-up of the generator at Coldspring VFD. CSVFD will pay for \$500 out of donations/savings, ESD will pay for \$2360 out of 2010 District projects. AIF.
- o. CSVFD Grant for Air Pacs – This item was tabled

BILL PAYING

JULY BILL PAYING 2010 SJC ESD					
CH#	Amount	Date	To	Category	Vendor totals
5236	1,015.00	2010	Coldspring VFD	Replace voided ck# 5235 written to vendor	\$1,015.00
5237	4,250.00	2010	Distributed Energy Company	BCVFD - Anticipated purchases 10- Generator	\$4,250.00
5238	330.90	2010	San Jacinto News Times	Election notice - Election 2010	\$330.90
5239	500.00	2010	Eastex Title Company	Earnest money - BC land - 2010 ESD projects	\$500.00
5240	4,500.00	2010	Eastex Title Company	Earnest money - Shep land - 2010 ESD projects	\$4,500.00
5241	500.00	2010	Frank Chapman	Option money - Shep land - 2010 ESD projects	\$500.00
5242	2,500.00	2010	Charles Wilson/Rachelle Denson	Purchase price - PE land - 2010 ESD projects	\$2,500.00
5243	7,270.40	2010	Peoples State Bank	PB Capital 2010 - 08 Ford Brush	\$7,270.40
5244	16,712.00	2010	Citizens Bank	BC cap 10/PB cap 10/Cam cap 10	\$16,712.00
5245	VOID	2010	VOID	VOID	VOID
5246	VOID	2010	VOID	VOID	VOID
5247	414.49	2010	San Jacinto County	980N Budget 2010 - fuel	\$414.49
5248	2,775.00	2010	TML	Workmans Comp 2010	\$2,775.00
5249	4,200.00	2010	Hereford, Lynch, Sellars & Kirkham	Final payment - Audit 2009	\$4,200.00
5250	149.27	2010	ES&S	Election kits - Election 2010	\$149.27
5251	1,975.05	2010	US Treasury	Admin Assist - 2nd Quarter tax payments	\$1,975.05
5252	33.47	2010	Eastex Telephone	ESD Office - phone - 9366533911	\$33.47
		2010	AT&T	Bear Creek Budget 2010	\$0.00
5253	396.39	2010	Entergy	EMS Utilities - BC	\$396.39
5254	302.10	2010	San Jacinto County	BCVFD - Budget 10 - Fuel	\$302.10
5255	2,416.67	2010	San Jacinto County	Dispatch payment - Aug 2010	\$2,416.67
5256	45,833.33	2010	Legacy EMS	EMS August 2010	\$45,833.33
5257	4,611.02	2010	Coveler & Katz	Attorney fees - June 2010	\$4,611.02
5258	100.00	2010	Lawrence Godfrey	Training	\$100.00
		2010	Allen E Clark	Travel/Cell/Supplies	\$0.00
5259	352.00	2010	Denise Lewis	filing/mileage/dsl/phone /supplies	\$352.00
5260	240.00	2010	Jeanie Aden	office work	\$240.00
5261	5,211.50	2010	Coldspring VFD	Budget 10/EMS Utilities/Tracker/Cascade	\$5,211.50
5262	1,012.71	2010	Point Blank VFD	Budget 2010	\$1,012.71
5263	1,300.82	2010	Bear Creek VFD	Budget 2010	\$1,300.82
5264	2,151.49	2010	Punkin Evergreen VFD	Budget 2010	\$2,151.49
5265	1,234.50	2010	Oakhurst VFD	Budget 2010	\$1,234.50
5266	779.43	2010	FM 980 N VFD	Budget 2010/Title III	\$779.43
5267	2,991.05	2010	Shepherd VFD	Budget 2010	\$2,991.05
		2010	First Responders	Budget 2010/EMS Utilities	\$0.00
5268	344.15	2010	Camilla VFD	Budget 2010	\$ 344.15
5269	450.67	2010	Cape Area VFD	Budget 2010	\$450.67
5270	160.00	2010	Samantha Kennedy	Supplement payment to ESD dispatcher	\$160.00
5271	240.00	2010	Haley Boan	Supplement payment to ESD dispatcher	\$240.00
BNK T	1,151.01	2010	Denise Lewis	May 16-31 2010 Admin	\$1,151.01
BNK T	1,151.01	2010	Denise Lewis	June 1-15 2010 Admin	\$1,151.01
	119,555.43			TOTAL BILL PAYING	\$ 119,555.43
BILLS TO BE DISCUSSED BY BOARD					
PAID WITH NO CHECK REQUIRED					
BUD A	5,000.00	2010	CSVFD	BA FROM ESD EM FUNDS TO CSVFD OP BUD	\$ 5,000.00

A motion was made by Capers and seconded by McDowell to pay bills for check numbers 5236– 5271 including debits and bank transfers as listed on spreadsheet and excluding check # 5265 to Oakhurst VFD.

All in favor.

EXECUTIVE SESSION

The board entered into executive session at approximately 7:55 PM.

ADJOURN EXECUTIVE SESSION AND RECONVENE REGULAR SESSION

The board returned at approximately 8:37 PM with no action.

NEXT MEETING

The next regular meeting of the ESD will be Monday, August 16, 2010 at 6:30 PM, Coldspring Fire Station, Coldspring, Texas.

ADJOURNMENT

The meeting was adjourned at approximately 8:39 PM.

San Jacinto County Emergency Services District

P.O BOX 637

COLDSPRING, TX 77331

MINUTES OF EMERGENCY SERVICES DISTRICT REGULAR MEETING AUGUST 16, 2010.

COMMISSIONERS PRESENT

Gene Clark, Freddy McDowell, Shannon Everitt and Greg Capers were present. Charles Strouse was absent.

CALL TO ORDER

Clark called this regular meeting to order at approximately 6:34 PM.

ROLL CALL

All departments present.

DEPARTMENT	PRESENT	RUNS	CALL HOURS	OTHER HOURS	TOTAL HOURS	REPORT FILED
980 N	YES	2	19	79	98	YES
BEAR CREEK	YES	16	158	943	1101	YES
CAMILLA	YES	7	48	135	183	YES
CAPE AREA	YES	15	25	71	96	YES
COLDSPRING	YES	11	68	180	248	YES
OAKHURST	YES	0	0	0	0	NO
POINT BLANK	YES	9	54	32	86	YES
PUNKIN/EVERGREEN	YES	14	208	1949	2157	YES
SHEPHERD	YES	30	181	434	615	YES
FIRST RESPONDERS	YES	69	74	33	107	NO

PUBLIC COMMENTS

Larry Godfrey – BC land, ISO status, Appraisal district

Denise Lewis – Boater safety class

MINUTES

A motion was made by McDowell and seconded by Everitt to approve minutes for July 8, 2010 All in favor.

A motion was made by Capers and seconded by McDowell to approve minutes for July 19, 2010 All in favor.

FINANCIAL REPORT

A motion was made by Capers and seconded by Everitt to approve the financials for July 2010. All in favor.

LEGACY EMS REPORT

A report was given by Legacy EMS. No action needed.

SAN JACINTO COUNTY DISPATCH REPORT

A report was given by Dispatch. No action needed.

FIRE MARSHAL REPORT

A report was given by Fire Marshall. No action needed.

DISTRICT BUSINESS

- a. Proposed 2011 District Budget
A motion was made by Capers and seconded by McDowell to adopt the 2011 district budget based on \$1,293,034. All in favor.
- b. Adopt 2010 tax rate
A motion was made by Capers and seconded by McDowell to adopt the 2010 district tax rate of .10 per \$100 valuation. All in favor.
- c. Public Hearings
A motion was made by Capers and seconded by Everitt to have the first public hearing on September 2, 2010 at 8:00 am. All in favor.
A motion was made by Capers and seconded by Everitt to have the second public hearing on September 8, 2010 at 8:00 am. All in favor.
A motion was made by McDowell and seconded by Capers to set the final tax rate on September 20, 2010 at 6:30 pm. All in favor.
- d. EMS contract negotiations
This item was tabled.
- e. Properties under contract
A motion was made by Everitt and seconded by Capers to close on Bear Creek land on August 23, 2010 with fire chief approval of survey. All in favor.
A motion was made by Everitt and seconded by Capers to close on Shepherd property on September 1, 2010. All in favor. Allen Clark authorized signer of both contracts.
- f. Termination of contract with Oakhurst VFD
A motion was made by Capers and seconded by Everitt for attorney to send letter to chief demanding assets to be returned to district due to breach of contract. The fire protection agreement between ESD and Oakhurst VFD will not be renewed.
- g. Communications
No action needed.
- h. 2008/2009 Department compilations
No action needed.
- i. Equipment needs
No action needed.
- j. Air pac grant for CSVFD
A motion was made by McDowell and seconded by Capers to approve the grant match of \$2550 for air pacs for CSVFD. All in favor.
- k. Punkin/Evergreen Generator
A motion was made by Capers and seconded by Everitt to allow PEVFD to purchase the generator without installation. All in favor.
- l. Budget amendments
No action needed.

BILL PAYING

AUGUST BILL PAYING 2010 SJC ESD					
CH#	Amount	Date	To	Category	Vendor totals
5272	1,133.90	2010	Point Blank VFD	Replace voided ck# 5245/5246 written to vendor	\$1,133.90
5273	5,900.00	2010	Wolf Creek Air	AC CSVFD - District Projects 10- 1st payment	\$5,900.00
5274	182.89	2010	Denise Lewis	Office Supplies	\$182.89
5275	3,450.00	2010	Alliance Realty Advisors	Appraisal - Shepherd Property - Distict Projects 2010	\$3,450.00
5276	5,310.00	2010	Wolf Creek Air	AC CSVFD - District Projects 10- 2nd payment	\$5,310.00
5277	1,488.44	2010	Shepherd Computing	Dispatch equipment - Title III communications	\$1,488.44
5278	2,360.00	2010	Baugh Electric	Generator hook up - CSVFD	\$2,360.00
5279	1,283.40	2010	Justice Solutions	CAD payment - Aug and Sept 2010- TIII Comm.	\$1,283.40
5280-5283	800.00	2010	Janice Weaver Bookkeeping	Comp 09-CS,Cape,PB Comp 08-BC	\$800.00
5284	2,250.00	2010	San Jacinto County Tax A/C	July, Aug, Sept payment	\$2,250.00
5285	11,476.00	2010	San Jacinto Appraisal District	3rd Quarter payment	\$11,476.00
5286	129.58	2010	San Jacinto County	980N Budget 2010 - fuel	\$129.58
5287-5288	1,875.00	2010	Simmons Engineering	Survey Shep -\$1125 Survey BC - \$750	\$1,875.00
5289	590.00	2010	Wolf Creek Air	Final payment - AC installation CSVFD	\$590.00
5290	1,250.00	2010	Cleveland Truck Service	BCVFD - Budget 10 - Repairs	\$1,250.00
5291	33.47	2010	Eastex Telephone	ESD Office - phone - 9366533911	\$33.47
5292	121.06	2010	AT&T	Bear Creek Budget 2010	\$121.06
5293	397.22	2010	Entergy	EMS Utilities - BC	\$397.22
5294	366.39	2010	San Jacinto County	BCVFD - Budget 10 - Fuel	\$366.39
5295	2,416.67	2010	San Jacinto County	Dispatch payment - Sept 2010	\$2,416.67
5296	45,833.33	2010	Legacy EMS	EMS September 2010	\$45,833.33
5297	6,016.15	2010	Coveler & Katz	Attorney fees - July 2010	\$6,016.15
5298	100.00	2010	Lawrence Godfrey	Training	\$100.00
5299	520.22	2010	Allen E Clark	Travel/Cell/Supplies	\$520.22
5300	354.00	2010	Denise Lewis	filing/mileage/dsl/phone /supplies	\$354.00
5301	200.00	2010	Jeanie Aden	office work	\$200.00
5302	1,970.83	2010	Coldspring VFD	Budget 10/EMS Utilities	\$1,970.83
5303	614.26	2010	Point Blank VFD	Budget 2010	\$614.26
5304	948.95	2010	Bear Creek VFD	Budget 2010	\$948.95
5305	2,086.66	2010	Punkin Evergreen VFD	Budget 2010/Ladder Truck	\$2,086.66
		2010	Oakhurst VFD	Budget 2010	\$0.00
5306	1,143.54	2010	FM 980 N VFD	Budget 2010/Title III	\$1,143.54
5307	2,599.97	2010	Shepherd VFD	Budget 2010/Title III	\$2,599.97
		2010	First Responders	Budget 2010/EMS Utilities	\$0.00
5308	884.67	2010	Camilla VFD	Budget 2010	\$884.67
5309	296.50	2010	Cape Area VFD	Budget 2010	\$296.50
5310	160.00	2010	Samantha Kennedy	Supplement payment to ESD dispatcher	\$160.00
5311	240.00	2010	Haley Boen	Supplement payment to ESD dispatcher	\$240.00
BNK TXFR	1,151.01	2010	Denise Lewis	July 16-31 2010 Admin	\$1,151.01
BNK TXFR	1,151.01	2010	Denise Lewis	Aug 1-15 2010 Admin	\$1,151.01
	109,085.12			TOTAL BILL PAYING	\$ 109,085.12
BILLS TO BE DISCUSSED BY BOARD					
PAID WITH NO CHECK REQUIRED					

A motion was made by Capers and seconded by Everitt to pay bills for check numbers 5272- 5311 including debits and bank transfers as listed on spreadsheet. All in favor.

EXECUTIVE SESSION

The board entered into executive session at approximately 7:26 PM.

ADJOURN EXECUTIVE SESSION AND RECONVENE REGULAR SESSION

The board returned at approximately 8:34 PM with action on items "e" and "f". All in favor.

NEXT MEETING

The next regular meeting of the ESD will be Monday, September 20, 2010 at 6:30 PM, Coldspring Fire Station, Coldspring, Texas.

ADJOURNMENT

The meeting was adjourned at approximately 8:38 PM.

Prepared by Denise Lewis, Administrative Assistant, San Jacinto County Emergency Services District.

San Jacinto County Emergency Services District

P.O BOX 637

COLDSPRING, TX 77331

MINUTES OF EMERGENCY SERVICES DISTRICT REGULAR MEETING SEPTEMBER 20, 2010.

COMMISSIONERS PRESENT

Gene Clark, Freddy McDowell, Charles Strouse and Greg Capers were present. Shannon Everitt was absent.

CALL TO ORDER

Clark called this regular meeting to order at approximately 6:35 PM.

ROLL CALL

All departments present except Oakhurst VFD.

DEPARTMENT	PRESENT	RUNS	CALL HOURS	OTHER HOURS	TOTAL HOURS	REPORT FILED
980 N	YES	4	41	86	127	YES
BEAR CREEK	YES	26	203	389	592	YES
CAMILLA	YES	21	184	149	333	YES
CAPE AREA	YES	9	19	95	114	YES
COLDSPRING	YES	15	43	237	280	YES
OAKHURST	NO	0	0	0	0	NO
POINT BLANK	YES	13	96	18	114	YES
PUNKIN/EVERGREEN	YES	24	117	1047	1164	YES
SHEPHERD	YES	52	385	645	1030	YES
FIRST RESPONDERS	YES	30	34	59	93	YES

PUBLIC COMMENTS

Cindy Nicklas – National Night Out

Kat Wick – Thank you

MINUTES

A motion was made by McDowell and seconded by Capers to approve minutes for August 16, 2010 All in favor.

FINANCIAL REPORT

A motion was made by Capers and seconded by Strouse to approve the financials for August 2010. All in favor.

LEGACY EMS REPORT

A report was given by Legacy EMS. No action needed.

SAN JACINTO COUNTY DISPATCH REPORT

This item was tabled. No action needed.

FIRE MARSHAL REPORT

A report was given by Fire Marshall. No action needed.

DISTRICT BUSINESS

- a. Presentation by Firehouse Software
A presentation was given by Firehouse Software – No Action needed
- b. Proposed 2011 District Budget
A motion was made by Capers and seconded by McDowell to adopt the 2011 district budget based on \$1,293,034. All in favor.
- c. Adopt 2010 tax rate
A motion was made by Capers and seconded by McDowell to adopt the 2010 district tax rate of .10 per \$100 valuation. All in favor.
- d. Budget Workshops
A motion was made by Capers and seconded by Strouse to have the department budget workshop on October 27, 2010 at 6:00 PM. All in favor.
- e. Budget 2011
No action needed.
- f. IRS 990 Forms
A motion was made by McDowell and seconded by Strouse to move forward with preparation of forms needed. All in favor.
- g. Bear Creek land clearing
A motion was made by Capers and seconded by McDowell to allow clearing at Bear Creek land with \$2000 paid out of Bear Creek budget and the remaining \$3025 to be paid out of District emergency funds. All in favor.
- h. Status of Oakhurst VFD
No action needed.
- i. Communications
No action needed.
- j. 2008/2009 Department compilations
Bear Creek 2008 completed, Cape Area 2009 completed, Coldspring 2009 Completed. No action needed.
- k. Equipment needs
A motion was made by Capers and seconded by McDowell to allow Point Blank VFD to have electrical work done on generator. Point Blank will pay \$2000 out of their budget and ESD will pay up to \$1700. All in favor.

The fire marshal would like ESD to donate First Responder vehicle. This will need to be presented to Commissioner's Court. No action.

A motion was made by McDowell and seconded by Strouse to pay grant match for Shepherd VFD of \$15,434.70. Texas Forest Service will reimburse \$8400 and Shepherd VFD will work out an arrangement to reimburse ESD for the remaining balance of \$7034.70. All in favor.

Budget amendments

A motion was made by McDowell and seconded by Capers for Coldspring VFD to pay \$5000 of scheduled capital payment out of their savings because no money was budgeted for this payment. ESD will pay remaining \$2286. All in favor.

BILL PAYING

SEPTEMBER BILL PAYING 2010 SJC ESD					
CH#	Amount	Date	To	Category	Vendor totals
5312	3,966.32	2010	Coburns	Generator - PEVFD - District projects 2010	\$3,966.32
5313	2,550.00	2010	EFI Global	Inspection Shepherd property - District projects 2010	\$2,550.00
5314	2,910.00	2010	HTS Consultants	Environmental study - Shepherd Prop	\$2,910.00
5315	2,910.00	2010	HTS Consultants	Environmental study - Bear Creek Prop	\$2,910.00
5316	44.00	2010	Postmaster	PO Box 637	\$44.00
5317	2,446.00	2010	USDA	Coldspring VFD - Capital payment - Building	\$2,446.00
5318	3,408.00	2010	USDA	FM 980N - Capital payment - Building	\$3,408.00
5319	7,286.00	2010	USDA	Coldspring VFD - Capital payment - 2010 Ken. Tnkr	\$7,286.00
5320	15,778.93	2010	Huntington National Bank	Shepherd VFD - Capital payment - 2000 pierce pump	\$15,778.93
5321	508.24	2010	Health center of SE TX	Shepherd EMS Utilities - May - August 2010	\$508.24
5322	11,476.00	2010	San Jacinto Appraisal District	4th Quarter payment	\$11,476.00
5323	454.95	2010	San Jacinto News Times	Tax publications	\$454.95
5324	11,047.00	2010	VFIS	Renewal installment insurance	\$11,047.00
5325	126.38	2010	VFIS	Addition of 1968 Kaiser - BCVFD	\$126.38
5326	1,440.00	2010	Cleveland Truck Service	BCVFD - Budget 10 - Repairs	\$1,440.00
5327	1,975.05	2010	US Treasury	Payroll fees - 3rd quarter	\$1,975.05
5328	1,083.40	2010	The Fire Center	BCVFD - Title III - Supplies	\$1,083.40
5329	641.70	2010	Justice Solutions	CAD payment - October 2010- Title III Comm.	\$641.70
5330	33.47	2010	Eastex Telephone	ESD Office - phone - 9366533911	\$33.47
5331	111.10	2010	AT&T	Bear Creek Budget 2010	\$111.10
5332	535.53	2010	Entergy	EMS Utilities - BC	\$535.53
5333	648.39	2010	San Jacinto County	BCVFD - Budget 10 - Fuel	\$648.39
5334	2,416.67	2010	San Jacinto County	Dispatch payment - October 2010	\$2,416.67
5335	45,833.33	2010	Legacy EMS	EMS October 2010	\$45,833.33
5336	9,026.60	2010	Coveler & Katz	Attorney fees - August 2010	\$9,026.60
5337	100.00	2010	Lawrence Godfrey	Training	\$100.00
		2010	Allen E Clark		\$0.00
5338	526.76	2010	Denise Lewis	filing/mileage/dsl/phone /medical	\$526.76
5339	300.00	2010	Jeanie Aden	office work	\$300.00
5340	5,423.88	2010	Coldspring VFD	Budget 10/EMS Utilities/Tracker/Title III	\$5,423.88
5341	1,234.05	2010	Point Blank VFD	Budget 2010	\$1,234.05
5342	415.48	2010	Bear Creek VFD	Budget 2010/Title III	\$415.48
5343	2,187.08	2010	Punkin Evergreen VFD	Budget 2010/Title III	\$2,187.08
		2010	Oakhurst VFD	Budget 2010	\$0.00
		2010	FM 980 N VFD		\$0.00
5344	3,724.81	2010	Shepherd VFD	Budget 2010	\$3,724.81
5345	3,031.13	2010	First Responders	Budget 2010/EMS Utilities	\$3,031.13
5346	296.36	2010	Camilla VFD	Budget 2010	\$296.36
5347	705.54	2010	Cape Area VFD	Budget 2010	\$705.54
5348	160.00	2010	Samantha Kennedy	Supplement payment to ESD dispatcher	\$160.00
5349	240.00	2010	Haley Boen	Supplement payment to ESD dispatcher	\$240.00
BNK TXF	1,151.01	2010	Denise Lewis	August 16-31 2010 Admin	\$1,151.01
BNK TXF	1,151.01	2010	Denise Lewis	September 1-15 2010 Admin	\$1,151.01
	149,304.17			TOTAL BILL PAYING	\$149,304.17

A motion was made by Capers and seconded by McDowell to pay bills for check numbers 5312– 5349 including debits and bank transfers as listed on spreadsheet. All in favor.

EXECUTIVE SESSION

The board did not have executive session.

ADJOURN EXECUTIVE SESSION AND RECONVENE REGULAR SESSION

The board did not have executive session.

NEXT MEETING

The next regular meeting of the ESD will be Monday, October 18, 2010 at 6:30 PM, Coldspring Fire Station, Coldspring, Texas.

ADJOURNMENT

The meeting was adjourned at approximately 8:51 PM.

Prepared by Denise Lewis, Administrative Assistant, San Jacinto County Emergency Services District.

San Jacinto County Emergency Services District

P.O BOX 637

COLDSRING, TX 77331

MINUTES OF EMERGENCY SERVICES DISTRICT REGULAR MEETING OCTOBER 18, 2010.

COMMISSIONERS PRESENT

Gene Clark, Freddy McDowell, Charles Strouse, Shannon Everitt and Greg Capers were present.

CALL TO ORDER

Clark called this regular meeting to order at approximately 6:35 PM.

ROLL CALL

All departments present except Oakhurst VFD.

DEPARTMENT	PRESENT	RUNS	CALL HOURS	OTHER HOURS	TOTAL HOURS	REPORT FILED
980 N	YES	3	41	72	113	YES
BEAR CREEK	YES	14	51	236	287	YES
CAMILLA	YES	4	55	109	164	YES
CAPE AREA	YES	7	23	55	78	YES
COLDSRING	YES	12	54	352	406	YES
OAKHURST	NO	0	0	0	0	NO
POINT BLANK	YES	14	96	12	108	YES
PUNKIN/EVERGREEN	YES	9			763	YES
SHEPHERD	YES	25	91	461	552	YES
FIRST RESPONDERS	YES	41	52	30	82	YES

PUBLIC COMMENTS

Haley Boan - Dispatch

Robert Peden - Fundraiser

Denise Lewis - 990 forms

MINUTES

This item was tabled.

FINANCIAL REPORT

A motion was made by Capers and seconded by McDowell to approve the financials for September 2010. All in favor.

LEGACY EMS REPORT

A report was given by Legacy EMS. No action needed.

SAN JACINTO COUNTY DISPATCH REPORT

This item was tabled. No action needed.

FIRE MARSHAL REPORT

A report was given by Fire Marshall. No action needed.

DISTRICT BUSINESS

a. Provider agreements

This item was tabled.

b. Proposed 2011 District Budget

No action needed.

c. Bear Creek land and road improvements

A motion was made by McDowell and seconded by Everitt to send the Commissioner a letter requesting help with material. All in favor.

d. Communications

No action needed.

e. 2008/2009 Department compilations

No action needed.

f. Equipment needs

A motion was made by Capers and seconded by Strouse to revise last month's motion concerning Coldspring VFD capital note to have Coldspring pay one half of truck note \$3643 out of Title III and the District will pay for the other half \$3643. All in favor.

A motion was made by Capers and seconded by Strouse to revise last month's motion concerning Bear Creek VFD land clearing payment to have the District pay for the entire invoice \$5025 with the understanding that Bear Creek use their budget and Title III funds to finish out the year without having to ask the District for additional funds if possible. All in favor.

Cape Area VFD was awarded a grant for a Pumper from the Texas Forest Service. They will need a grant match of \$15,500.00. This will be addressed in the 2011 budget. No action needed.

Camilla will pay capital note balance \$2810.01 out of Title III.

g. Budget amendments

A motion was made by Capers and seconded by Strouse to approve the following Budget Amendments:

Point Blank VFD - \$500 from supplies to building repairs.

Shepherd VFD - \$2200 from vehicle repairs to training and utilities.

Punkin VFD - \$1200 from training to supplies and utilities.

Bear Creek VFD - \$2582.23 from Capital 2010, training and fuel to vehicle repairs and supplies.

Coldspring VFD - \$2000 from supplies to utilities and building repairs.

Camilla VFD - \$500 from training to supplies.

Cape Area VFD - \$400 from utilities to building repairs and vehicle repairs.

All in favor.

h. Loan consolidation

No action needed.

i. Status of Oakhurst VFD

No action needed.

BILL PAYING

OCTOBER BILL PAYING 2010 SJC ESD					
CH#	Amount	Date	To	Category	Vendor totals
5350	15,434.70	2010	Fuego	Gear - grant reimb \$8400.	\$15,434.70
5351	3,025.00	2010	Kenneth Enbe	Clearing BC land payment 1 - district funds	\$3,025.00
5352	2,000.00	2010	Kenneth Enbe	clearing BC land payment 2 - district funds	\$2,000.00
5353	1,350.00	2010	Janice Weaver	990 filings - PBVFD - SVFD - PEVFD	\$1,350.00
5354	3,799.01	2010	Baugh Electric	PB Electrical hook up - ESD 1700 PB 2099.01	\$3,799.01
5355	137.43	2010	Health center of SE TX	Shepherd EMS Utilities - September 2010	\$137.43
5356	2,250.00	2010	San Jacinto County Tax A/C	4th Quarter payment	\$2,250.00
5357	159.08	2010	San Jacinto News Times	Tax publications	\$159.08
5358	390.00	2010	VFIS	Addition of Shepherd building	\$390.00
5359	291.00	2010	Gulf Coast Breathing Air	PBVFD - Air Quality Sample - ESD cascade	\$291.00
5360	641.70	2010	Justice Solutions	CAD payment - November 2010- Till Comm.	\$641.70
5361	33.42	2010	Eastex Telephone	ESD Office - phone - 9366533911	\$33.42
5362	111.10	2010	AT&T	Bear Creek Budget 2010	\$111.10
5363	418.56	2010	Entergy	EMS Utilities - BC	\$418.56
5364	548.35	2010	San Jacinto County	BCVFD - Budget 10 - Fuel	\$548.35
5365	45,833.33	2010	Legacy EMS	EMS November 2010	\$45,833.33
5366	3,250.07	2010	Coveler & Katz	Attorney fees - September 2010	\$3,250.07
5367	100.00	2010	Lawrence Godfrey	Training	\$100.00
5368	387.50	2010	Allen E Clark	Travel, Cell August and Sept 2010	\$387.50
5369	664.04	2010	Denise Lewis	filing/mileage/dsl/phone/medical/990 prep	\$664.04
5370	300.00	2010	Jeanie Aden	office work	\$300.00
5371	5,104.18	2010	Coldspring VFD	Budget 10/EMS Utilities/Tracker/Till	\$5,104.18
5372	2,522.68	2010	Point Blank VFD	Budget 2010	\$2,522.68
5373	578.00	2010	Bear Creek VFD	Budget 2010	\$578.00
5374	2,098.63	2010	Punkin Evergreen VFD	Budget 2010/Title III	\$2,098.63
		2010	Oakhurst VFD	Budget 2010	\$0.00
5375	1,550.02	2010	FM 980 N VFD	Budget 2010/Title III	\$1,550.02
5376	1,374.69	2010	Shepherd VFD	Budget 2010	\$1,374.69
5377	4,526.19	2010	First Responders	Budget 2010/EMS Utilities	\$4,526.19
5378	1,181.27	2010	Camilla VFD	Budget 2010	\$1,181.27
5379	2,299.37	2010	Cape Area VFD	Budget 2010/PB Budget 2010 VR	\$2,299.37
5380	160.00	2010	Samantha Kennedy	Supplement payment to ESD dispatcher	\$160.00
5381	240.00	2010	Haley Boen	Supplement payment to ESD dispatcher	\$240.00
5382	2,416.67	2010	San Jacinto County	Dispatch payment - November 2010	\$2,416.67
BNK TXFF	1,151.01	2010	Denise Lewis	September 16-30 Admin	\$1,151.01
BNK TXFF	1,151.01	2010	Denise Lewis	October 01-15 Admin	\$1,151.01
	107,478.01			TOTAL BILL PAYING	\$107,478.01
BILLS TO BE DISCUSSED BY BOARD					

A motion was made by McDowell and seconded by Strouse to pay bills for check numbers 5350- 5382 including debits and bank transfers as listed on spreadsheet. All in favor.

EXECUTIVE SESSION

The board entered into executive session at approximately 7:29 PM.

ADJOURN EXECUTIVE SESSION AND RECONVENE REGULAR SESSION

The board returned from executive session at approximately 9:15 PM with no action needed.

NEXT MEETING

The next regular meeting of the ESD will be Monday, November 15, 2010 at 6:30 PM, Coldspring Fire Station, Coldspring, Texas.

ADJOURNMENT

The meeting was adjourned at approximately 9:17 PM.

Prepared by Denise Lewis, Administrative Assistant, San Jacinto County Emergency Services District.

San Jacinto County Emergency Services District

P.O BOX 637

COLDSPRING, TX 77331

MINUTES OF EMERGENCY SERVICES DISTRICT REGULAR MEETING NOVEMBER 15, 2010.

COMMISSIONERS PRESENT

Gene Clark, Freddy McDowell, Charles Strouse, and Greg Capers were present. Shannon Everitt was absent.

CALL TO ORDER

Clark called this regular meeting to order at approximately 6:31 PM.

ROLL CALL

All departments present except Oakhurst VFD.

DEPARTMENT	PRESENT	RUNS	CALL HOURS	OTHER HOURS	TOTAL HOURS	REPORT FILED
980 N	YES	4	52	196	248	YES
BEAR CREEK	YES	28	177	603	780	YES
CAMILLA	YES	24	207	372	579	YES
CAPE AREA	YES	8	23	75	98	YES
COLDSPRING	YES	19	88	290	378	NO
OAKHURST	NO	0	0	0	0	NO
POINT BLANK	YES	14	44	44	88	YES
PUNKIN/EVERGREEN	YES	22	196	986	1182	YES
SHEPHERD	YES	58	285	586	871	YES
FIRST RESPONDERS	YES	47	55	56	111	YES

PUBLIC COMMENTS

Bobby Matthews – 100 club

MINUTES

A motion was made by Capers and seconded by Strouse to approve minutes for September 20, 2010. All in favor.

A motion was made by Capers and seconded by Strouse to approve minutes for October 18, 2010. All in favor.

FINANCIAL REPORT

A motion was made by Capers and seconded by McDowell to approve the financials for October 2010. All in favor.

LEGACY EMS REPORT

A report was given by Legacy EMS. No action needed.

SAN JACINTO COUNTY DISPATCH REPORT

A report was given by Dispatch. No action needed.

FIRE MARSHAL REPORT

A report was given by Fire Marshall. No action needed.

DISTRICT BUSINESS

a. Provider agreements

A motion was made by Strouse and seconded by Capers to approve agreement as presented with amendments concerning minors. All in favor.

b. 2011 EMS Contract

A motion was made by Capers and seconded by McDowell to approve EMS contract as presented. All in favor.

c. Proposed 2011 District Budget

A motion was made by McDowell and seconded by Capers to approve 2011 District budget as presented. All in favor.

d. Communications

No action needed.

e. 2008/2009 Department compilations

No action needed.

f. Equipment needs

A motion was made by Strouse and seconded by Capers to allow Shepherd VFD to pay for repairs with emergency funds with 10% paid out of their budget.

All in favor.

g. Budget amendments

No action needed.

h. Loan consolidation

No action needed.

i. Status of Oakhurst VFD

No action needed.

BILL PAYING

SEPTEMBER BILL PAYING 2010 SJC ESD					
CH#	Amount	Date	To	Category	Vendor total:
5383	50.00	2010	G.W.'s Wrecker Service	Tow First Resp Veh to ESD Bldg - ESD trk funds	\$50.00
5384	250.00	2010	Wolf Creek Air	Relocate AC at CSVFD - District projects 2010	\$250.00
5385	641.70	2010	Justice Solutions	CAD payment - December 2010- TIII Comm.	\$641.70
5386	33.42	2010	Eastex Telephone	ESD Office - phone - 9366533911	\$33.42
5387	118.20	2010	AT&T	Bear Creek Budget 2010	\$118.20
5388	285.11	2010	Entergy	EMS Utilities - BC	\$285.11
5389	386.83	2010	San Jacinto County	BCVFD - Budget 10 - Fuel	\$386.83
5390	45,833.33	2010	Legacy EMS	EMS December 2010	\$45,833.33
5391	1,508.00	2010	Coveler & Katz	Attorney fees - October 2010	\$1,508.00
5392	100.00	2010	Lawrence Godfrey	Training	\$100.00
		2010	Allen E Clark	Travel, Cell August and Sept 2010	\$0.00
5393	366.50	2010	Denise Lewis	filing/mileage/dsl/phone	\$366.50
5394	250.00	2010	Jeanie Aden	office work	\$250.00
5395	2,490.46	2010	Coldspring VFD	Budget 10/EMS Utilities/Tracker/TIII/Cascade	\$2,490.46
5396	552.56	2010	Point Blank VFD	Budget 2010	\$552.56
5397	220.30	2010	Bear Creek VFD	Budget 2010	\$220.30
5398	3,184.08	2010	Punkin Evergreen VFD	Budget 2010/Title III	\$3,184.08
		2010	Oakhurst VFD	Budget 2010	\$0.00
5399	1,521.99	2010	FM 980 N VFD	Budget 2010/Title III	\$1,521.99
5400	4,819.74	2010	Shepherd VFD	Budget 2010	\$4,819.74
5401	6,361.02	2010	First Responders	Budget 2010/EMS Utilities	\$6,361.02
5402	1,370.86	2010	Camilla VFD	Budget 2010/ Title III	\$1,370.86
5403	3,146.88	2010	Cape Area VFD	Budget 2010/ Title III	\$3,146.88
5404	160.00	2010	Samantha Kennedy	Supplement payment to ESD dispatcher	\$160.00
5405	240.00	2010	Haley Boen	Supplement payment to ESD dispatcher	\$240.00
5406	2,416.67	2010	San Jacinto County	Dispatch payment - December 2010	\$2,416.67
BNK TXF	1,151.01	2010	Denise Lewis	October 16-31 Admin	\$1,151.01
BNK TXF	1,151.01	2010	Denise Lewis	November 01-15 Admin	\$1,151.01
				TOTAL BILL PAYING	\$78,609.67
	78,609.67				
<u>BILLS TO BE DISCUSSED BY BOARD</u>					
<u>PAID WITH NO CHECK REQUIRED</u>					

A motion was made by Capers and seconded by Strouse to pay bills for check numbers 5383– 5406 including debits and bank transfers as listed on spreadsheet. All in favor.

EXECUTIVE SESSION

The board entered into executive session at approximately 7:00 PM.

ADJOURN EXECUTIVE SESSION AND RECONVENE REGULAR SESSION

The board returned from executive session at approximately 8:00 PM with action needed on item "a".

NEXT MEETING

The next regular meeting of the ESD will be Monday, December 20, 2010 at 6:30 PM, Coldspring Fire Station, Coldspring, Texas.

ADJOURNMENT

The meeting was adjourned at approximately 8:05 PM.

Prepared by Denise Lewis, Administrative Assistant, San Jacinto County Emergency Services District.

San Jacinto County Emergency Services District

P.O BOX 637

COLDSPRING, TX 77331

MINUTES OF EMERGENCY SERVICES DISTRICT REGULAR MEETING DECEMBER 20, 2010.

COMMISSIONERS PRESENT

Gene Clark, Freddy McDowell, Charles Strouse, and Greg Capers were present. Shannon Everitt was absent.

CALL TO ORDER

Clark called this regular meeting to order at approximately 6:32 PM.

ROLL CALL

All departments present except Oakhurst VFD.

DEPARTMENT	PRESENT	RUNS	CALL HOURS	OTHER HOURS	TOTAL HOURS	REPORT FILED
980 N	YES	4	34	83	117	YES
BEAR CREEK	YES	15	71	251	322	YES
CAMILLA	YES	15	76	156	232	YES
CAPE AREA	YES	11	16	47	63	YES
COLDSPRING	YES	8	30	116	146	NO
OAKHURST	NO	0	0	0	0	NO
POINT BLANK	YES	15	65	22	87	YES
PUNKIN/EVERGREEN	YES	12	97	463	560	YES
SHEPHERD	YES	41	130	647	777	YES
FIRST RESPONDERS	YES	31	39	43	82	YES

PUBLIC COMMENTS

Mark Hogan – Insurance claims

MINUTES

A motion was made by Strouse and seconded by McDowell to approve minutes for March 8, 2010. All in favor.

FINANCIAL REPORT

A motion was made by Capers and seconded by Strouse to approve the financials for November 2010. All in favor.

LEGACY EMS REPORT

A report was given by Legacy EMS. No action needed.

SAN JACINTO COUNTY DISPATCH REPORT

A report was given by Dispatch. No action needed.

FIRE MARSHAL REPORT

A report was given by Fire Marshall. No action needed.

DISTRICT BUSINESS

- a. Provider agreements
A motion was made by McDowell and seconded by Capers to approve agreement as presented with changes to Page 2, Section D; Page 8, Section G; Page 9 carryover as presented. All in favor.
- b. Proposed 2011 District Budget
No action needed.
- c. Audit management letter
A motion was made by Capers and seconded by McDowell to approve management letter with addition of missing page “3”. All in favor.
- d. Communications
No action needed.
- e. 2008/2009 Department compilations
No action needed.
- f. Equipment needs
A motion was made by Capers and seconded by Strouse to allow Bear Creek VFD Air Conditioner/Heating units to be replaced in Bear Creek fire department to be paid with 2011 District projects. Bid from Wolf Creek Air was accepted at \$4172.10. All in favor.
- g. Budget amendments
No action needed.
- h. Loan consolidation
No action needed.
- i. Status of Oakhurst VFD
No action needed.

BILL PAYING

DECEMBER BILL PAYING 2010 SJC ESD					
CH#	Amount	Date	To	Category	Vendor total
5407	VOID		VOID		VO
5408	VOID		VOID		VO
5409	3,770.43	2010	San Jacinto County	Property taxes on purchased land	\$3,770.4
5410	750.00	2010	Simmons Engineering	Survey on PE property	\$750.0
5411	316.50	2010	Jeffs Plumbing	CSVFD - leak by helpad	\$316.5
5412	19.21	2010	Election Systems & Software	Election material	\$19.2
5413	110.00	2010	Baugh Electrical	EMS utilities - repairs at CS EMS	\$110.0
5414	33.42	2010	Eastex Telephone	ESD Office - phone - 9366533911	\$33.4
5415	132.66	2010	AT&T	Bear Creek Budget 2010	\$132.6
5416	249.41	2010	Entergy	EMS Utilities - BC	\$249.4
5417	387.87	2010	San Jacinto County	BCVFD - BC TIII - Fuel	\$387.8
5418	1,152.05	2010	Coveler & Katz	Attorney fees - November 2010	\$1,152.0
5419	132.17	2010	Lawrence Godfrey	Training/Antivirus renewal on laptop	\$132.1
5420	461.57	2010	Allen E Clark	Travel, Cell October/November 2010	\$461.5
5421	2,371.56	2010	Denise Lewis	filing/mileage/dsl/phone/medical	\$2,371.5
5422	380.00	2010	Jeanie Aden	office work	\$380.0
5423	4,326.52	2010	Coldspring VFD	Budget 10/EMS Utilities/Tracker/TIII/Grant match df	\$4,326.5
		2010	Point Blank VFD	Budget 2010	\$0.0
5424	435.04	2010	Bear Creek VFD	Budget 2010	\$435.0
5425	627.96	2011	Punkin Evergreen VFD	Budget 2011	\$627.9
		2010	Oakhurst VFD	Budget 2010	\$0.0
5426	1,239.62	2010	FM 980 N VFD	Budget 2010/Title III	\$1,239.6
5427	12,399.02	2010	Shepherd VFD	Budget 2010/Emergency funds veh repair	\$12,399.0
5428	2,935.58	2010	First Responders	Budget 2010/EMS Utilities	\$2,935.5
5429	3,001.81	2010	Camilla VFD	Budget 2010/ Title III/Insurance reimbursement	\$3,001.8
5430	231.59	10/11	Cape Area VFD	Budget 2010/ VFD all Dues	\$231.5
5431	1,000.00	2011	SAFE D	District SAFE D dues 2011	\$1,000.0
5432	11,557.00	2011	VFIS	1st installment 2011 insurance minus credit \$202.00	\$11,557.0
5433	4,625.00	2011	James G. Bergman	2 Tower rent - TIII Communication	\$4,625.0
5434	641.70	2011	Justice Solutions	CAD payment - January 2011	\$641.7
5435	47,208.33	2011	Legacy EMS	EMS January 2011	\$47,208.3
5436	2,416.67	2011	San Jacinto County	Dispatch payment - January 2011	\$2,416.6
BNK TXFR	1,151.01	2010	Denise Lewis	November 16-30 Admin	\$1,151.0
BNK TXFR	1,151.01	2010	Denise Lewis	December 01-15 Admin	\$1,151.0

TOTAL	105,214.71				105,214.7
BILLS TO BE DISCUSSED BY BOARD					
PAID WITH NO CHECK REQUIRED					

A motion was made by Capers and seconded by McDowell to pay bills for check numbers 5407- 5436 including debits and bank transfers as listed on spreadsheet. All in favor.

EXECUTIVE SESSION

The board entered into executive session at approximately 8:05 PM.

ADJOURN EXECUTIVE SESSION AND RECONVENE REGULAR SESSION

The board returned from executive session at approximately 8:40 PM with no action needed.

NEXT MEETING

The next regular meeting of the ESD will be Monday, January 17, 2011 at 6:30 PM, Coldspring Fire Station, Coldspring, Texas.

ADJOURNMENT

The meeting was adjourned at approximately 8:46 PM.

Prepared by Denise Lewis, Administrative Assistant, San Jacinto County Emergency Services District.