

San Jacinto County Emergency Services District P.O. BOX 637 COLDSRING, TX 77331
MINUTES OF EMERGENCY SERVICES DISTRICT REGULAR MEETING MARCH 18, 2024.

CALL TO ORDER - Capers called this regular meeting to order at approximately 6:38 PM.

COMMISSIONERS PRESENT - Jay Capers, Tammy Russell, Brian May, Michael Smith and Derek Wilkie were present.

DISTRICT COUNSEL PRESENT – John Peeler was present.

SWEARING IN – Brian May was sworn in for 2024-2025 term.

PUBLIC COMMENTS - None

ROLL CALL - All departments were present.

DEPARTMENT	PRESENT	RUNS	CALL HOURS	OTHER HOURS	TOTAL HOURS	REPORT FILED
980 NORTH	YES	2	12	644	656	YES
BEAR CREEK	YES	19	182	132	314	YES
CAMILLA	YES	8	21	186	207	YES
CAPE AREA	YES	8	74	214	288	YES
COLDSRING	YES	13	93	409	502	YES
OAKHURST	YES	9	58	194	252	YES
POINT BLANK	YES	18	54	170	224	YES
PUNKIN/EVERGREEN	YES	16	73	939	1012	YES
SHEPHERD	YES	36	144	576	720	YES
FIRST RESPONDERS	YES	23	46	126	172	YES

MINUTES - A motion was made by Smith and seconded by Wilkie to approve the minutes for February 6, 2024 and February 19, 2024. All in favor.

FINANCIAL REPORT - A motion was made by May and seconded by Smith to approve the financials for March 2024 as presented. AIF

EMS REPORT - A report was given by Allegiance Mobile Health. No action needed.

SAN JACINTO COUNTY DISPATCH REPORT – A written report was given by Dispatch. No action needed.

FIRE MARSHAL REPORT – No report was given by the Fire Marshal. No action needed.

FIRE CHIEF INFORMATION OR REPORT – Information only. No action needed.

DISTRICT BUSINESS

a. **Appointment of Officers**

A motion was made by Smith and seconded by May to appoint Jay Capers, President-Brian May, Vice President-Michael Smith, Treasurer – Tammy Russell, Secretary and Derek Wilkie, Asst. Treasurer. All in favor.

b. **Waterwood tax collection refund**

A motion was made to approve up to \$15,000 to be paid to the SJC Tax A/C for refunds to the taxpayers that were incorrectly charged using the data as compiled by Waterwood representatives, Appraisal District and ESD. The ESD verifies that ESD1 boundaries have not changed since its creation and does not include Waterwood “Mud 1” original boundaries as shown on creation map. All in favor.

c. **Department needs** – No action needed.

d. **Communications** - No action needed.

e. **Facilities**

An update on 1514 building was given by the committee, an inquiry was requested on property in Shepherd. No action.

f. **Investment report** -Information only. No action needed.

g. **Budget amendments/Line item transfers**

A motion was made by May and seconded by Wilkie to approve a BA 2024-01 for \$89,500. The motion passed 3/2.

h. **District employment**

A motion was made by May and seconded by Wilkie to approve the minimum job requirements with volunteer time added to item “4” and a residency requirement added as item “15”. The ESD manager is authorized to release the minimum job requirements and open the application process immediately and close the process on April 26, 2024 at 5 PM. Manager will post a special meeting on April 29, 2024 at 6 PM to review applications received. All in favor.

BILL PAYING

A motion was made by May and seconded by Wilkie to approve check numbers 9844-9881 including items paid with no check required. All in favor.

EXECUTIVE SESSION

The board entered executive session at approximately 8:17 PM and returned at approximately 8:51 PM with action taken on item “h”.

NEXT MEETING

The next regular meeting of the ESD will be Monday, April 15, 2024 at 6:30 PM, Coldspring Fire Station, Coldspring, Texas.

ADJOURNMENT

The meeting was adjourned at approximately 8:57 PM.

MARCH BILL PAYING 2024 SJC ESD					
CH#	Amount	Date	To	DESCRIPTION	Vendor totals
9844	1,150.00	02/20/2024	Leggett Plumbing	B&G - 2 toilets CSVFD	\$ 1,150.00
9845	\$ 3,528.00	02/20/2024	Einstein Roofing	B&G - Camilla roof repairs payment 1	\$ 3,528.00
9846	\$ 3,528.00	02/20/2024	Einstein Roofing	B&G - Camilla roof repairs final	\$ 3,528.00
9847	\$ 2,250.00	03/18/2024	San Jacinto County	Tax A/C - 2nd quarter payment	\$ 2,250.00
9848	\$ 26,154.74	03/18/2024	Appraisal District	Appraisal District - 2nd quarter payment	\$ 26,154.74
9849	\$ 3,563.80	03/18/2024	ESO	DI - Reporting Software - SVFD	\$ 3,563.80
9850	\$ 2,541.25	03/18/2024	Axxess Fire Services	DI - Camilla Hose/Ladder/Pump testing	\$ 2,541.25
9851	\$ 3,491.00	03/18/2024	Advanced Rescue Systems	DI - Cape Area VFD - gear racks	\$ 3,491.00
9852	\$ 9,949.00	03/18/2024	Casco	DI - Shepherd VFD - approved equipment	\$ 9,949.00
9853	\$ 275.00	03/18/2024	Lake Livingston Overhead L	B&G - CSVFD - repairs	\$ 275.00
9854	\$ 850.00	03/18/2024	Einstein Roofing	B&G - Camilla roof change order	\$ 850.00
9855	\$ 2,973.42	03/18/2024	Andries Construction	B&G - Annual generator maintenance X5 locations	\$ 2,973.42
9856	\$ 178.00	03/18/2024	Bear AC/Heating	EMS Improv - Repairs CSVFD ac	\$ 178.00
9857	\$ 29,602.39	03/18/2024	VFIS	VFD all Insuarnc - Quarterly and addition of engine OVFD	\$ 29,602.39
9858	\$ 1,316.50	03/18/2024	Allied Breathing Air	VFD all cascade - testing	\$ 1,316.50
9859	\$ 20,539.00	03/18/2024	TML	VFD all workers comp - Additional payment - final	\$ 20,539.00
9860	\$ 1,086.39	03/18/2024	MES	SVFD - Budget 24- supplies	\$ 1,086.39
9861	\$ 17,375.40	03/18/2024	Motorola	TIII - Flex software approve 03/2023	\$ 17,375.40
9862	\$ 11,700.00	03/18/2024	J&Y Construction	Building projects - 1514 office	\$ 11,700.00
9863	\$ 85.00	03/18/2024	TX Commission Fire Protection	FM - Certification	\$ 85.00
9864	\$ 4,067.73	03/18/2024	Coveler & Peeler	District Legal	\$ 4,067.73
9865	\$ 644.60	03/18/2024	Denise Lewis	Exp reimb \$100/ Medical \$544.60	\$ 644.60
9866	\$ 35.00	03/18/2024	City of Shepherd	EMS Utilities - Shep water	\$ 35.00
9867	\$ 9,593.24	03/18/2024	San Jacinto County	Dispatch - April 2024	\$ 9,593.24
9868	\$ 50.00	03/18/2024	ProTech	PEVFD - Budget 2024 - BR	\$ 50.00
9869	\$ 1,750.00	03/18/2024	Terry Wirzberg	B&G - 2 months at 6 locations/ extra work at 1514 per Jay	\$ 1,750.00
9870	\$ 372.75	03/18/2024	San Jacinto County	BCVFD B24 \$311.54/ SJC FRO B24\$61.21 - Fuel Pct 3	\$ 372.75
9871	\$ 107.94	03/18/2024	San Jacinto County	SJC FRO - B24 - Fuel Pct 4	\$ 107.94
9872	\$ 3,068.06	03/18/2024	980 North VFD	Budget 2024	\$ 3,068.06
9873	\$ 1,957.85	03/18/2024	Bear Creek VFD	Budget 2024	\$ 1,957.85
9874	\$ 1,796.06	03/18/2024	Camilla VFD	Budget 2024 \$846.79/ DI\$949.27 ESO	\$ 1,796.06
9875	\$ 1,877.41	03/18/2024	Cape Area VFD	Budget 2024	\$ 1,877.41
9876	\$ 6,047.00	03/18/2024	Coldspring VFD	Budget 2024\$3761.05/EMS Util\$215.95/VFD All T\$2070-2 MO	\$ 6,047.00
9877	\$ 1,430.40	03/18/2024	Oakhurst VFD	Budget 2024\$1180.40/ VFD all T\$250	\$ 1,430.40
9878	\$ 2,046.93	03/18/2024	Point Blank VFD	Budget 2024\$1177.79/ VFD all T\$869.14	\$ 2,046.93
9879	\$ 2,453.25	03/18/2024	Punkin/Evergreen VFD	Budget 2024	\$ 2,453.25
9880	\$ 8,824.25	03/18/2024	Shepherd VFD	Budget 2024\$6263.32/FRO\$298.77/EF\$2262.16	\$ 8,824.25
9881	\$ 770.63	03/18/2024	SJC First Responders	Budget 2024	\$ 770.63
	\$ 189,029.99		TOTAL CHECKS		\$ 189,029.99
PAID WITH NO CHECK REQUIRED					
	\$ 54,290.00	02/01/2024	Allegiance Ambulance	Ambulance	\$ 54,290.00
			Sheco	1514 Bldg - Electric	\$ -
	\$ 564.91	02/02/2024	Sheco	EMS Utilities - CS -	\$ 564.91
	\$ 208.09	02/09/2024	Sheco	PEVFD FRO - Budget 2024	\$ 208.09
	\$ 343.69	02/15/2024	Sheco	SJC FRO - EMS Util	\$ 343.69
	\$ 461.35	02/12/2024	Entergy	EMS Utilities - Shep	\$ 461.35
	\$ 1,013.53	02/14/2024	IRS	Payroll Liabilities -	\$ 1,013.53
	\$ 61.63	02/20/2024	Centerpoint Entergy	EMS Util - Shep EMS gas generator	\$ 61.63
	\$ 1,632.05	02/14/2024	Denise Lewis	Payroll	\$ 1,632.05
		02/30/2024	Denise Lewis	Payroll	\$ -
	\$ 978.35	02/16/2024	TCDRS	Retirement \$680.85/ Admin \$297.50	\$ 978.35
	\$ 67.97	02/15/2024	SJC SUD	1514 water	\$ 67.97
	\$ 198.58	02/16/2024	Eastex Telephone	Dist OS\$54.64/ PE U\$143.94	\$ 198.58
	\$ 7,604.86	02/27/2024	Verizon Wireless	Verizon Radios	\$ 7,604.86
	\$ 2,396.19	02/16/2024	PSB Credit Card	VFD all T\$2007 PE /OS\$61.15	\$ 2,396.19
	\$ 36.00	02/02/2024	Google	District OS - Google	\$ 36.00
	\$ 15,000.00	02/12/2024	Peoples State Bank	Capital Payment - Cityof Shep/SVFD brush pmt	\$ 15,000.00
	\$ 84,857.20		TOTAL FROM BANK STMTS		\$ 84,857.20