

Orange County Emergency Services District #3

District Meeting Minutes

P. O. Box 1474
Orange, TX 77631-1474

September 6, 2022

PRESENT: Wayne LaCombe, Charles Powell, Wesley Journeay, Cathryn Drake & Chris Jagneaux

GUESTS: Matt Manshack, Joey Earnest Robyn Massa, Jerry Spikes, Chase Powell, Connor Aultman, Corina Alonso, Mercedes Alonso, Cammie Vincent & Terri Brzezinski

1. CALL TO ORDER:

The meeting was called to order at 6:33 p.m.

2. PRIOR MEETING MINUTES:

Motion made by Chris, seconded by Wesley, to accept the minutes from the previous district meeting as read by Charles. Motion carried. Minutes not available from Emergency Meeting held on August 20, 2022.

3. FINANCIAL REPORT:

Motion made by Wesley, seconded by Chris, to accept the financial report as read. Motion carried.

4. PAYMENT OF BILLS:

Motion made by Chris, seconded by Wesley, to pay this month's bills of approximately \$21,833.77 plus personnel salaries and payroll taxes. Motion carried.

5. COMMITTEE REPORTS:

- Pierce Tanker Purchase: Still waiting on parts to complete final build-out. We should be able to take delivery after September 13th.

6. OLD BUSINESS:

- NRG Cottonwood Contract/Collections: Signed contract and check has been received. Services are being continued.

7. NEW BUSINESS:

Discussion and possible action on the following:

- a. Orange County Tax Assessor-Collector 2022 Tax Rate Adoption: Charles presented a Tax Rate Proposal Analysis Report (Exhibit 1). Discussion held to increase the tax rate which is currently at \$.06/per \$100 valuation. Motion made by Wesley and seconded by Chris, to increase the property tax valuation to .085 per \$100. Motion passed.
- b. Approval to Obtain Auditor for 2021/2022 FY Audit: Discussion held on hiring an auditor to perform the annual fiscal year audit. Motion made by Charles, seconded by Chris, to accept the proposal (Exhibit 2) from Sherri Scheffer, CPA, PLLC, to perform the 2021/2022 FY audit NTE \$6,750.00. Motion passed.
- c. IRS Notifications on Form 940 and Form 941: Debbie with Reed CPA sent a letter to the IRS requesting they apply the payments made on Form 940 to the amount due for the 3/31/2016 Form 941.
- d. Purpose for the 1988 Pierce Engine: Lamar and Bon Weir Fire Department interested in the engine as a donation. It is not currently functional for a "back-up". Tabled.

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- e. Personnel Evaluations & Salaries: Matt reported that he renewed his CPR. Skills are complete. Waiting on Ricky Land to enter transcript items. Received notification from National Registry that once entered, he should receive approval to test within 3-5 business days. Motion made by Chris, seconded by Wesley, to raise Terri's monthly salary to \$1,000.00. Motion passed.
- f. Website Presentation/Approval and Representative Contact: Discussion held to have one representative to communicate with A La Carte. Fire department personnel to review and decide if website is ready to go live.
- g. South Side Station 1 Repairs: A/C air handler inside has been replaced. The A/C was inadvertently turned off and mold grew spreading to the next room. With the amount of money allocated last month, work can be performed in-house. Discussion held to file an insurance claim, deductible is \$1,000.00. Matt to follow up with insurance company to determine if mold is covered.
- h. Ladder Truck 33: Waiting on repairs to be made before reaching out to Monterey VFD to determine if they are still interested in purchasing.
- i. Budget (Special Meeting) for FY 2021/2022 & 2022/2023: Charles made a motion, seconded by Wesley, to hold a Special Budget Meeting at 6:30 p.m. on Monday, September 19th at Seven-O-Industrial.

8. REPORT FROM ESD PERSONNEL:

- Matt reported that there were 36 incidents for the month of July.
- Fire prevention week next month...will help-out at the elementary school.
- Earl Thomas' house fire. Made national news. House is still under investigation by the State Fire Marshall.
- Use ladder truck to hang large flag for 911 in remembrance.

9. OPEN COMMENTS FROM VISITORS:

- Concern expressed about purchasing new trucks without the sell of the ladder truck.
- On average, medical incidents are estimated at 90%.
- CPR certifications for volunteers and personnel discussed.

10. EXECUTIVE SESSION:

- a. Executive Closed Session: The Board recessed to go into closed session at 7:37 p.m. to discuss personnel matters and legal issues pursuant to Chapter 551.071 of the Texas Government Code.
- b. Executive Open Session: The Board returned to open session at 7:46 p.m.
- c. Vote on matters discussed in Executive Session, if any": None.

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11. ADJOURN MEETING:

There being no further business, Wesley motioned to adjourn. Charles seconded. Motion carried. The meeting adjourned at 7:50 p.m.

 10-10-22
Wayne LaCombe Date
President, OCESD 3

P.S.:

- A special call meeting is scheduled for Monday, September 19, 2022, at 6:30 p.m. at Seven-O-Industrial
- The next regular District Meeting is scheduled for Monday, October 10, 2022, at 6:30 p.m. at the Fire Station



OCESD3 2022 TAX RATE PROPOSAL

Last Year Tax Revenue Collected: **\$196,125.00**
Proposed Tax Rate **\$0.08** Revenue: **\$278,637.00** (42.07% change)
Increased collection amount of: **82,512.00**

Proposed Tax Rate **\$0.085** Revenue: **\$296,051.00** (51% change)
Increased collection amount of: **\$ 99,926**

Proposed Tax Rate **\$0.10** Revenue: **\$348,296.00** (77.58% change)
Increased collection amount of: **\$152,171**

Sutphen (Engine #32) 10-year Annual Note: **\$89,171.60**
Minus the \$0.08 increased revenue leaves: **(\$6,659.60)** short on payment
Minus the \$0.085 increased revenue leaves: **\$10,754.40** surplus for the budget year
Minus the \$0.10 increased revenue leaves: **\$62,999.40** surplus for the budget year

AVERAGE HOME VALUE OCESD3: \$149,733.00

Increased tax assessed would be:

8.0 \$119.79 (\$9.9825 per month)
8.5 \$127.27 (\$10.6058 per month)
10 \$149.73 (\$23.4775 per month)

Sherri R Scheffer, CPA, PLLC
Certified Public Accountant

August 5, 2022

Orange County Emergency Services District No. 3

Re: Proposal for Auditing Services

Thank you for the opportunity to visit with you regarding your requirements for independent audit services.

Based on the scope of the engagement outlined, we would propose to audit the financial statements referred to in the proposal document with a fee of \$6,750.

Please let us know should you require further information.

Cordially,

A handwritten signature in cursive script that reads "Sherri R. Scheffer".

Sherri R Scheffer, CPA