

Orange County Emergency Services District No. 3
Minutes of the Board of Commissioners Regular Meeting
April 9, 2024

The Board of Commissioners (the “Board” or “Commissioners”) of Orange County Emergency Services District No. 3 met in regular session on the 9th day of April 2024, at 6:30 p.m., in the meeting room of the District’s administration building, located at 8465 TX-87, Orange, Texas 77632, pursuant to notice of said meeting posted in accordance with Chapter 551 of the Texas Government Code, whereupon the roll was called of the members of the Board, to-wit:

Members Present:

Robert Smith	Vice President
Cammie Vincent	Treasurer
Cathryn Drake	Secretary
Jeff Braus	Member

Members Absent:

Wayne LaCombe	President
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Four board members were present, thus constituting a quorum. Matt Manshack (Fire Chief), Joey Earnest (Assistant Fire Chief), Connor Aultman (Lieutenant), Cordale Baldwin (Firefighter), and Terri Brzezinski (Recording Secretary) attended in person.

1. CALL TO ORDER

Commissioner Smith called the meeting to order at 6:37 p.m.

2. PUBLIC COMMENTS

No public comments.

3. PREVIOUS MEETING MINUTES

The March 12, 2024, District Meeting Minutes and the March 20, 2024, Special Meeting Minutes were presented to the Board.

Upon a motion by Commissioner Vincent, seconded by Commissioner Braus, after a complete discussion, and with all Commissioners present voting aye, the Board approved the March 12, 2024, District Meeting Minutes and the March 20, 2024, Special Meeting Minutes as presented.

4. FINANCIAL REPORT

The Board reviewed the District's Financial Report.

Upon a motion made by Commissioner Braus, seconded by Commissioner Vincent, after a complete discussion, and with all Commissioners present voting aye, the Board approved the Financial Report as presented.

5. PAYMENT OF BILLS

The Board reviewed and discussed the various bills the District received since the last meeting.

Upon a motion by Commissioner Braus, seconded by Commissioner Vincent, after a complete discussion, and with all Commissioners present voting aye, the Board approved payment of the District's bills, totaling approximately \$36,856.21.

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6. COMMITTEE REPORTS

1. Chief Manshack informed the Board that he will take a CPR Instructor Certification Class. This will allow him to train and certify NRG Cottonwood personnel. He will also be conducting their Fire Extinguisher training. NRG Cottonwood is finalizing the contract with its legal department and should have it ready for review by the next Board meeting.

7. APPROVAL OF THE LOCAL OPTION RESIDENCE HOMESTEAD EXEMPTIONS FOR THE TAX YEAR 2024 RECEIVED FROM THE ORANGE COUNTY TAX ASSESSOR

Commissioner Smith presented the Local Option Residence Homestead Exemptions for the Tax Year 2024 to the Board.

Upon a motion made by Commissioner Smith, seconded by Commissioner Vincent, after a full discussion, and with all Commissioners present voting aye, the Board approved and executed the Local Option Residence Homestead Exemptions for the Tax Year 2024.

8. CERTIFICATE OF DEPOSIT INVESTMENTS

Commissioner Vincent updated the Board with information on the Certificate of Deposits investments, including the new Certificate of Deposit with First Financial Bank.

Commissioner Vincent also expressed the need to obtain the ESD's legal documentation. Commissioner Drake will search the ESD's files.

9. SALES TAX COLLECTIONS FOR ONLINE SALES (AMAZON, EBAY, ETSY, ETC...)

Commissioner Vincent informed the Board that the ESD could appeal to the State of Texas and request to receive and possibly recoup a portion of the online sales tax if no other entity in our district is currently collecting it. She will access the State's website for further research.

10. HIRE A LAW FIRM FOR LEGAL REPRESENTATION

Commissioner Drake opened the discussion regarding Elliott Barner resigning as OCESD 3's legal counsel. The Board discussed options for legal representation.

Tabled to allow additional time for research.

11. DISPATCH SERVICE PROVIDERS, INCLUDING OCESD 2'S CONTRACT

Chief Manshack explained to the Board that OCESD 2 requested that OCESD 3 honor the dispatch contract between the ESDs as the time to cancel has expired. After discussing options, the board decided to pay the invoice and send the check by certified mail.

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12. QUOTES TO PAINT THE BUILDING AT STATION 1

Chief Manshack presented the Board with an estimate from What A View Service (Exhibit 1) to paint the building at Station 1. He further stated that What A View is insured and will provide a valid certificate of insurance.

Upon a motion by Commissioner Vincent, seconded by Commissioner Drake, after a complete discussion, and with all Commissioners present voting aye, the Board approved accepting the estimate for \$11,436.00 from What A View, which will include the trim.

13. STATION 1 SIDE REPAIRS

Chief Manshack presented an estimate from Lone Star Electric (Exhibit 2) to perform the necessary electrical rerouting so the roofing company can complete the side wall roof repairs.

Upon a motion by Commissioner Braus, seconded by Commissioner Vincent after a complete discussion, and with all Commissioners present voting aye, the Board approved to accept the \$2,245.43 estimate, option #2, from Lone Star Electric to perform the electrical rerouting so the roofing company can complete the side wall roof repairs.

14. INSTALL TWO RV PLUGS ON THE BACKSIDE OF THE WATER PUMP HOUSE AT STATION 1

Chief Manshack presented an estimate from Lone Star Electric (Exhibit 3) for installing two RV Plugs on the backside of the water pump house at Station 1. The two RV plugs will provide the ESD's crew(s) with RV power, allowing them to stay on-site and better serve our community in emergencies.

Upon a motion by Commissioner Vincent, seconded by Commissioner Braus, after a complete discussion, and with all Commissioners present voting aye, the Board approved for Chief Manshack to accept the \$2,853.35 estimate, option #1, from Lone Star Electric to install two RV Plugs at Station 1.

15. WORK WITH ORANGE COUNTY TO INSTALL A HARDTOP PAD SOUTH OF THE BOAT SHED AT STATION 1

Chief Manshack informed the Board that the meeting with Orange County Commissioner Johnnie Trahan, the County Engineer, and Claybar was canceled. He further stated that Orange County is interested in an interlocal agreement in which we do the prep work, and they install the hardtop. They also requested that they be allowed to fill their water trucks at the station.

Item tabled.

16. GLADIATOR LIGHTS AND STRIPING

Assistant Chief Earnest informed the Board that they are still working with Motion Audio to make the necessary corrections for the lights installed on the Jeep Gladiator.

The Board tabled the lights.

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Assistant Chief Earnest further informed the Board that the Jeep Gladiator needs striping with OCESD 3 identification. He presented a verbal estimate from Orange County Graphics in Vidor of \$600 - \$800, depending on the price of the material, to add the striping and decals. Commissioner Drake suggested we also obtain an estimate from OCARC, located in Orange.

Upon a motion by Commissioner Vincent, seconded by Commissioner Braus, after a complete discussion, and with all Commissioners present voting aye, the Board approved the installation of the striping and decals on the Jeep Gladiator, not to exceed \$1,000.00.

17. FIRE PREVENTION INFLATABLE

Chief Manshack requested permission to solicit sponsors to fund the purchase of an inflatable house (Exhibit 4) to teach the children fire safety. The sponsors' businesses will be advertised on the inflatable house.

The Board blessed the request.

18. REPORT FROM FIRE DEPARTMENT PERSONNEL

Chief Manshack and Assistant Chief Earnest reported and discussed with the Board:

1. In March of 2024, 30 calls were reported. (Exhibit 5).
2. The t-shirts for the Department are ready to pick up at Station 1.
3. The autism t-shirt fundraiser is going well. The current proceeds were enough to pay Pink Rooster for the t-shirt order and retain a profit.

19. APPLICATIONS RECEIVED

Applications were received from:
No applications were received.

20. EXECUTIVE SESSION

The Board recessed into a closed session at 8:10 p.m. to discuss personnel matters and legal issues pursuant to Chapter 551.071 of the Texas Government Code.

Upon returning to the open session at 8:23 p.m., the Board had no items to vote on from the matters addressed in the closed session.

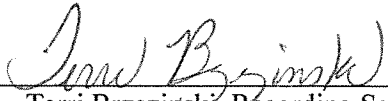
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ADJOURN MEETING

There being no further business, the meeting was adjourned by Commissioner Smith at 8:25 p.m.

Respectfully Submitted By:

 _____ Terri Brzezinski, Recording Secretary	<i>5/14/24</i> _____ Date
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Approved By:

 _____ Wayne LaCombe, President	<i>5/14/24</i> _____ Date
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 _____ Cathryn Drake, Secretary	<i>5/14/24</i> _____ Date
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What A View Service

4/4/2024

109 Broad St.
Orange TX 77630
409-229-6573

Estimate

Submitted on 4/4/2024

Invoice for

Matt Manshack
Firehouse in LCM
8465 HWY 87
Orange TX 77632

Description	Total price
8109 Sq. Ft to Paint	
Pr. Wash included	
Boom Lift Rental	
Any Scaffold	
All Primer and Paint included	\$10,436.00

Notes: Primer and 2 coats of Paint	Subtotal	\$10,436.00
Sherwin Williams or Benjamin Moore Paint	Adjustments	

ADD \$1000 FOR ^{ALL} TRIM

50% DOWN

W-9 + DRIVERS LICENCE
included

ESTIMATE

Lone Star Electric SETX LLC
6580 Day Farm Rd
Orange, TX 77632

lonestarconstructionsetx@gmail.com
+1 (409) 313-2499



Matt Manshack

Bill to

Matt Manshack
OCESD3
8465 TX-87
Orange, TX 77632

Ship to

Matt Manshack
OCESD3
8465 TX-87
Orange, TX 77632

Estimate details

Estimate no.: 1082
Estimate date: 04/08/2024
Expiration date: 05/08/2024

#	Date	Product or service	Description	Qty	Rate	Amount
1.		Electrical	OPTION #1 *Re-route existing conduits (x2) for metal roof/wall installation. *Pull wire back from existing disconnect and sub panel to make changes in existing conduit route. *Change conduit route and re-pull existing wire back to disconnect and sub panel ***Price is for original wire to reach un-spliced). ***Price includes material and labor for work listed above. ***50% deposit is requested for material order and scheduling. ***CREDIT CARDS ACCEPTED UPON REQUEST.	1	\$1,995.22	\$1,995.22

Total **\$1,995.22**

Ways to pay

BANK

Contact Lone Star Electric SETX (Jacob Cook) to pay.
A 3% service fee will be applied to all credit card payments.
TECL# 38804

Deposit due	\$997.61
Expiry date	05/08/2024

Note to customer

Each estimate is based on our evaluation and does not include material price increases or any additional material or labor which may be required should unforeseen problems arise after work is started. Payment must be made in full upon Lone Star Electric SETX (LSE-

ESTIMATE

Lone Star Electric SETX LLC
6580 Day Farm Rd
Orange, TX 77632

lonestarconstructionsetx@gmail.com
+1 (409) 313-2499



Matt Manshack

Bill to

Matt Manshack
OCESD3
8465 TX-87
Orange, TX 77632

Ship to

Matt Manshack
OCESD3
8465 TX-87
Orange, TX 77632

Estimate details

Estimate no.: 1083
Estimate date: 04/08/2024
Expiration date: 05/08/2024

#	Date	Product or service	Description	Qty	Rate	Amount
1.		Electrical	OPTION #2 *Re-route existing conduits (x2) for metal roof/wall installation. *Pull wire back from existing disconnect and sub panel to make changes in existing conduit route. *Change conduit route and re-pull existing wire back to disconnect and sub panel ***If existing wires do not reach, will install j-boxes and wire to extend feed). ***Price includes material and labor for work listed above. ***50% deposit is requested for material order and scheduling. ***CREDIT CARDS ACCEPTED UPON REQUEST.	1	\$2,245.43	\$2,245.43

Total **\$2,245.43**

Ways to pay

BANK

Contact Lone Star Electric SETX (Jacob Cook) to pay.
A 3% service fee will be applied to all credit card payments.
TECL# 38804

Deposit due \$1,122.71
Expiry date 05/08/2024

Note to customer

Each estimate is based on our evaluation and does not include material price increases or any additional material or labor which may be required should unforeseen problems arise after work is started.

EXHIBIT 2 (page 2 of 2)

ESTIMATE

Lone Star Electric SETX LLC
6580 Day Farm Rd
Orange, TX 77632

lonestarconstructionsetx@gmail.com
+1 (409) 313-2499



Matt Manshack

Bill to

Matt Manshack
OCESD3
8465 TX-87
Orange, TX 77632

Ship to

Matt Manshack
OCESD3
8465 TX-87
Orange, TX 77632

Estimate details

Estimate no.: 1084
Estimate date: 04/08/2024
Expiration date: 05/08/2024

#	Date	Product or service	Description	Qty	Rate	Amount
1.		Electrical	OPTION #1 *Install (2) 240v 50amp circuits with outdoor receptacles for RV hookup. *Install PVC conduit on inside wall from existing interior panel to far west wall of building. *Install (2) 50amp 240v RV receptacles on outside of west wall and include (2) 30amp 120v adapter cords for each. ***Price includes material and labor for work listed above. ***Lifetime workmanship warranty on all new electrical connections made and mounting of new equipment/hardware. ***A 50% deposit is requested for material order and scheduling. ***CREDIT CARDS ACCEPTED UPON REQUEST	1	\$2,853.35	\$2,853.35

Total

\$2,853.35

Ways to pay

BANK

Contact Lone Star Electric SETX (Jacob Cook) to pay.
A 3% service fee will be applied to all credit card payments.
TECL# 38804

Deposit due \$1,426.67
Expiry date 05/08/2024

Note to customer

EXHIBIT 3 (page 1 of 2)

ESTIMATE

Lone Star Electric SETX LLC
6580 Day Farm Rd
Orange, TX 77632

lonestarconstructionsetx@gmail.com
+1 (409) 313-2499



Matt Manshack

Bill to

Matt Manshack

OCESD3

8465 TX-87

Orange, TX 77632

Ship to

Matt Manshack

OCESD3

8465 TX-87

Orange, TX 77632

Estimate details

Estimate no.: 1081

Estimate date: 04/08/2024

Expiration date: 05/08/2024

#	Date	Product or service	Description	Qty	Rate	Amount
1.		Electrical	<p>OPTION #2</p> <p>*Install (2) 240v 50amp circuits with outdoor receptacles for RV hookup.</p> <p>*Install PVC conduit on inside wall from existing interior panel to far west wall of building.</p> <p>*Install (2) RV panels with (1) 50amp 240v RV receptacle, (1) 30amp 120v RV receptacle, and (1) 20amp 120v receptacle on outside of west wall. (the receptacles in these panels are only used one at a time)</p> <p>***Price includes material and labor for work listed above.</p> <p>***Lifetime workmanship warranty on all new electrical connections made and mounting of new equipment/hardware.</p> <p>***A 50% deposit is requested for material order and scheduling.</p> <p>***CREDIT CARDS ACCEPTED UPON REQUEST</p>	1	\$3,321.27	\$3,321.27

Total

\$3,321.27

Ways to pay

BANK

Deposit due

\$1,660.63

Contact Lone Star Electric SETX (Jacob Cook) to pay.

A 3% service fee will be applied to all credit card payments.

TECL# 38804

Expiry date

05/08/2024

EXHIBIT 3 (page 2 of 2)



Company Name: Orange County ESD

DATE: 3/28/24

Item	Total Price
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8oz Fire Safety House \$8,995.00

Smoke Machine \$444.00

Freight \$637.93

Total \$10,076.93

• Credit Card Purchases will include a 3.5% Processing Fee**

- Heavy Duty Storage Bag
- Inflation fan
- Tethering System
- Patch/Repair kit
- Warranty: Inflatable Images warrants this product against defects in materials and workmanship for a pro-rated period of 2 year from the date of purchase.

Standard Terms: Freight is F.O.B. factory (Brunswick, Ohio), prepaid and charged back. Title and control of product passes at origin (when the carrier signs for the goods). Buyer has total responsibility over the goods while in shipment. Customer shall be responsible for the filing of claims (if any) for lost, missing or damaged product while in transit.

Quote valid 45 days

Orange County Emergency Services District #3

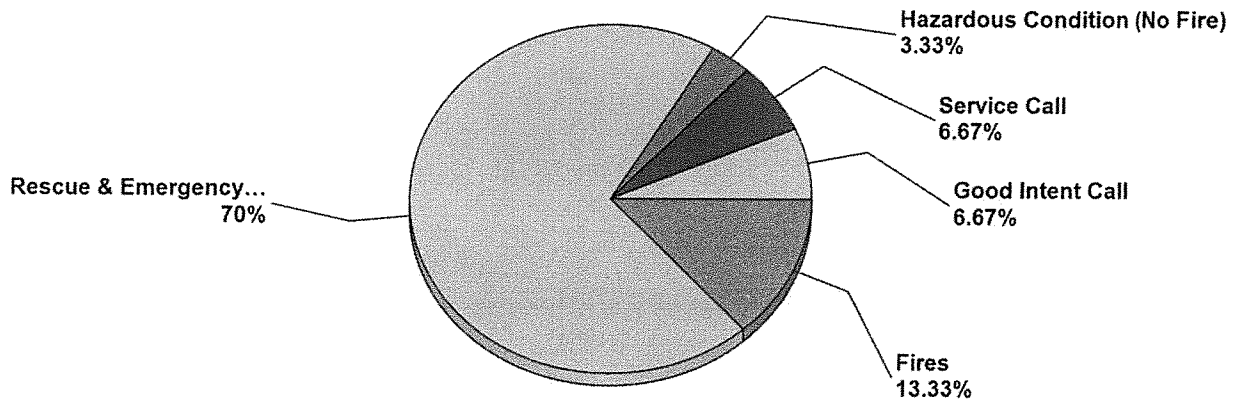


Orange, TX

This report was generated on 4/9/2024 2:51:53 PM

Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 03/01/2024 | End Date: 03/31/2024



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	4	13.33%
Rescue & Emergency Medical Service	21	70%
Hazardous Condition (No Fire)	1	3.33%
Service Call	2	6.67%
Good Intent Call	2	6.67%
TOTAL	30	100%

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.



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Detailed Breakdown by Incident Type

INCIDENT TYPE	# INCIDENTS	% of TOTAL
111 - Building fire	1	3.33%
131 - Passenger vehicle fire	1	3.33%
143 - Grass fire	2	6.67%
311 - Medical assist, assist EMS crew	19	63.33%
321 - EMS call, excluding vehicle accident with injury	1	3.33%
324 - Motor vehicle accident with no injuries.	1	3.33%
444 - Power line down	1	3.33%
553 - Public service	2	6.67%
611 - Dispatched & cancelled en route	2	6.67%
TOTAL INCIDENTS:	30	100%

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.

EXHIBIT 5 (page 2 of 2)

