

Orange County Emergency Services District No. 3
Minutes of the Board of Commissioners Regular Meeting
July 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 July 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:

Wayne LaCombe	President
Cammie Vincent	Treasurer
Cathryn Drake	Secretary
Jeffrey Braus	Member

Members Absent: Robert Smith Vice President

Four board members were present, thus constituting a quorum. Matt Manshack (Fire Chief), Joey Earnest (Assistant Fire Chief), Chris Leavins (Germer Law Firm), and Terri Brzezinski (Recording Secretary) attended in person.

1. CALL TO ORDER

Commissioner LaCombe called the meeting to order at 6:30 p.m.

2. PUBLIC COMMENTS

No public comments.

3. PREVIOUS MEETING MINUTES

The June 11, 2024, District 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 June 11, 2024, District Meeting Minutes as presented.

4. FINANCIAL REPORT

The Board reviewed the District's Financial Report.

After a complete discussion and with all Commissioners present voting aye, Commissioner Braus made a motion, which was seconded by Commissioner Drake, to approve 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 Vincent, seconded by Commissioner Braus, after a complete discussion, and with all Commissioners present voting aye, the Board approved the payment of the District's bills, totaling approximately \$15,507.93.

6. COMMITTEE REPORTS

1. Assistant Chief Earnest updated the Board on the status of the new engine ordered from Texas Fire Apparatus in July 2022. The order stated 24-26 months of build time. The new estimated date of delivery is July 2025. Assistant Chief Earnest further stated that the delay in construction could be attributed to the replacement of the original Project Manager assigned to our order.

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7. POTENTIAL REPRESENTATION INFORMATION FROM CHRISTOPHER LEAVINS, PARTNER, GERMER PLLC

Commissioner LaCombe welcomed Chris Leavins, a partner from Germer Law Firm in the Beaumont office. Germer PLLC was established in 1994 and has offices in many cities and over a hundred principals and associates. Mr. Leavins introduced himself to the Board, stating that he has been practicing law for over seventeen years and has extensive experience providing legal services to public and government entities and many other diverse practice areas of the law. He profoundly understands the Texas Government Code, Health and Safety Code, Open Meetings Act, and other requirements to run an Emergency Services Department. His firm offers multiple flexible fee schedules to fit our legal needs.

The Board thanked Mr. Leavins for attending the meeting and answering everyone's questions. The Board will discuss this further and contact him soon.

Commissioner LaCombe opened the discussion about hiring Mr. Leavins with 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 requesting an engagement letter and fee schedule from Christopher Leavins to hire his firm for legal representation.

8. OBTAIN ORANGE COUNTY ESD 3'S LEGAL DOCUMENTATION

Chief Manshack will go to the Orange County Commissioners Court to obtain Orange County ESD 3's origination documents.

9. OPEN NEW BANK ACCOUNTS AND/OR CERTIFICATE OF DEPOSITS

Commissioner Vincent explained to the Board that banks will not accept the documents she has, or the ones she received from First Financial Bank, to open a new bank account or certificate of deposit investment account. The Board discussed obtaining the necessary documents. They further discussed the State of Texas Health and Safety Code Section 775.026, which in 2003 mandated that all rural fire departments created under former Chapter 794 be converted to an emergency service district.

Commissioner Vincent also reported to the Board that two Certificates of Deposits (CD) matured 6/29/24 and were placed in two new CDs at First Financial Bank each for a 12-month term at 5.09% APY.

10. ORANGE COUNTY TAX ASSESSOR-COLLECTOR 2024 ABC DEBT SCHEDULE

Commissioner Vincent presented the ABC Debt schedule received from the Orange County Tax Assessor's office to the Board, and a discussion ensued.

Upon a motion by Commissioner Braus, seconded by Commissioner Drake, after a complete discussion, and with all Commissioners present voting aye, the Board approved the ABC Debt Schedule as presented.

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11. ORANGE COUNTY APPRAISAL DISTRICT 2025 PROPOSED BUDGET, 2025-2026 REAPPRAISAL PLAN, NOTICE OF PUBLIC HEARING, BUDGET ALLOCATION, PROPOSED POSITIONS/SALARY SCHEDULE, 2023 ANNUAL REPORT & CURRENT LITIGATION LIST

Commissioner LaCombe opened the discussion. It was determined that the Board had previously reviewed the information, and no further action was required.

12. FISCAL YEAR 2023-2024 BUDGET AMENDMENT & FISCAL YEAR 2024-2025 BUDGET

Commissioner Braus opened the discussion, stating that we need to be aware that the time to revise this year's budget and create next year's budget is approaching. The Board will set a Special Meeting at a later date.

13. TML CRITICAL ALERT: CYBER & DATA BREACH COVERAGE UPDATE

Commissioner Vincent informed the Board that our insurance company, Texas Municipal League (TML), is changing its Cyber and Data Breach Coverage and increasing the price. The Board discussed OCESD 3's insurance needs and determined that no action is required.

14. TEXAS COMPTROLLER CONFIDENTIALITY STATE AND LOCAL SALES AND USE TAX PAYMENTS REPORT REQUEST

Chief Manshack informed the Board that he is researching and working on the formal request to get the Confidentiality of State and Local Sales and Use Tax from the Texas Comptroller's office. He further discussed the possibility of hiring HDL to assist. He then presented a Proposal for Professional Services from HDL Companies.

Upon a motion by Commissioner Braus, seconded by Commissioner Drake, after a complete discussion, and with all Commissioners present voting aye, the Board approved to accept HDL Companies' proposal to investigate obtaining the not yet acquired sales tax, including sales and use tax from online sales.

15. LETTERING/SIGN FOR STATION 1

Chief Manshack opened the discussion on mounting the new letters on the building at Station 1. The Board discussed the sign's placement on the building, the material needed to mount the letters, and the color (red and white were mentioned) of the powder coating.

16. ROOF INSULATION FOR STATION 1

Chief Manshack presented a bid from Absolute Insulation to insulate the roof at Station 1. The Board discussed the bid and determined that additional quotes are needed. Commissioner LaCombe mentioned obtaining a quote from Mouton Insulators.

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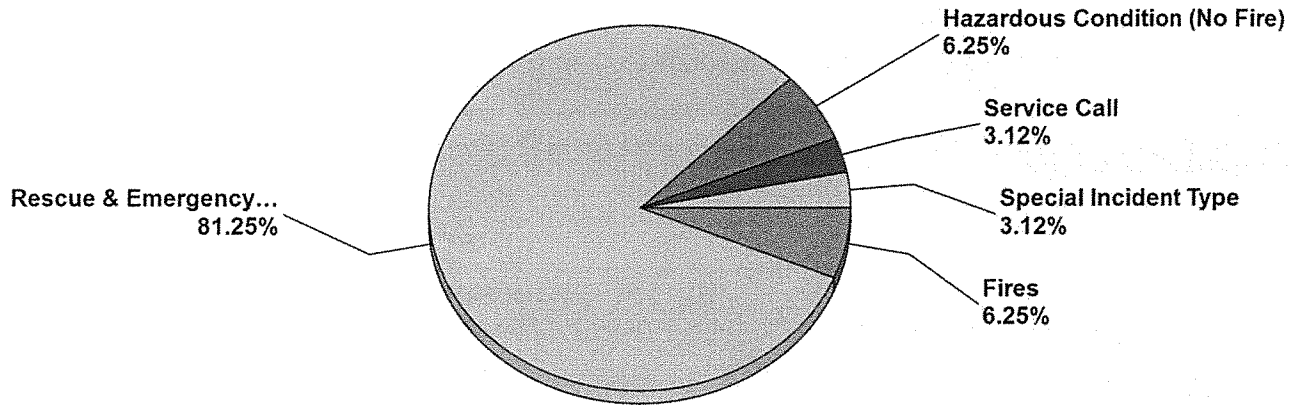


Orange, TX

This report was generated on 7/9/2024 4:34:04 PM

Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 06/01/2024 | End Date: 06/30/2024



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	2	6.25%
Rescue & Emergency Medical Service	26	81.25%
Hazardous Condition (No Fire)	2	6.25%
Service Call	1	3.12%
Special Incident Type	1	3.12%
TOTAL	32	100%

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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
100 - Fire, other	2	6.25%
311 - Medical assist, assist EMS crew	24	75%
324 - Motor vehicle accident with no injuries.	2	6.25%
400 - Hazardous condition, other	1	3.12%
412 - Gas leak (natural gas or LPG)	1	3.12%
553 - Public service	1	3.12%
900 - Special type of incident, other	1	3.12%
TOTAL INCIDENTS:	32	100%

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