

Orange County Emergency Services District No. 3
Minutes of the Board of Commissioners Special Meeting
July 23, 2024

The Board of Commissioners (the “Board” or “Commissioners”) of Orange County Emergency Services District No. 3 met in special session on the 23rd day of July 2024, at 6:30 p.m., at the Central Fire Station located at 8465 Highway 87 North, 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
Robert Smith	Vice President
Cammie Vincent	Treasurer
Cathryn Drake	Secretary
Jeff Braus	Member

All board members were present, thus constituting a quorum. Matt Manshack (Fire Chief), Joey Earnest (Assistant Fire Chief), Connor Aultman (Lieutenant), Dylan Manshack (Volunteer Firefighter), Ryan Burns (Volunteer Firefighter), 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. COMMITTEE REPORTS

No committee reports.

4. NOVEMBER 2024 GENERAL ELECTIONS

Commissioner LaCombe informed the Board that applications for a place on the ballot are available and must be turned in by the close of business on Monday, August 19th. Two OCESD3 Commissioner positions are open.

Commissioner Drake informed the Board that the Orange County Elections Administration stated that the Secretary who files the ESD’s paperwork is supposed to be the representative for the general election and work with the Elections Administration during the election process. Commissioner LaCombe mentioned how time-consuming the process has already been.

Recording Secretary Brzezinski presented the Board with the following three election forms: the Orange County Texas Joint Election Agreement Services Contract, the Order of General Election for Other Political Subdivisions, and the Notice of General Election for Other Political Subdivisions, which were received from Donna Alford, Orange County Elections Administrator. A complete discussion ensued regarding what OCESD 3 needs to do to prepare for the upcoming election.

Upon a motion by Commissioner Smith, seconded by Commissioner Vincent, after a complete discussion, and with all Commissioners present voting aye, the Board approved and signed the three forms: 1) Orange County Texas Joint Election Agreement Services Contract, 2) Order of General Election for Other Political Subdivisions, and 3) Notice of General Election for Other Political Subdivisions.

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5. PERSONNEL MATTERS

Commissioner Drake opened the discussion by requesting the Board consider additional compensation for the Recording Secretary to perform the extra duties required to be the Elections Representative.

This item was tabled for discussion in closed session.

6. LEGAL REPRESENTATION

Commissioner LaCombe opened the discussion on the engagement letter for legal representation received from Chris Leavins with Germer PLLC. Commissioner Vincent clarified that we can request Mr. Leavins to attend meetings as needed.

Upon a motion by Commissioner Smith, seconded by Commissioner Drake, after a complete discussion, and with all Commissioners present voting aye, the Board approved the Letter of Engagement to accept legal counsel from Germer PLLC, Chris Leavins, Principal Member.

7. ROOF INSULATION FOR STATION 1

Chief Manshack presented to the Board a quote he received from Mouton Insulation for Station 1's roof insulation.

Upon a motion by Commissioner Smith, seconded by Commissioner Braus, after a complete discussion, and with all Commissioners present voting aye, the Board accepted the quote from Mouton Insulation as presented.

8. LETTERING/SIGN FOR STATION 1

Fire Chief Manshack informed the Board that he would like to find a company to install the sign. The holes must be predrilled before being taken to Metal Depot for the powder coating. Commissioner LaCombe requested that a quote be obtained before the next Regular Meeting.

9. REPORT FROM FIRE DEPARTMENT PERSONNEL

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

1. Chief Manshack and Assistant Chief Earnest attended a Zoom ISO meeting with the new ISO representative to perform our survey. The survey will be conducted using a complex point system. They are in the process of assessing what is needed before the survey. Currently, we have a rating of 4; our goal is to achieve at least a rating of 3.

10. APPLICATIONS RECEIVED

Dylan Manshack submitted a Volunteer Firefighter application to the Board. He was previously a Junior Firefighter.

This item was tabled for discussion in closed session.

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