

**Orange County Emergency Services District No. 3**  
**Minutes of the Board of Commissioners Regular Meeting**  
*August 13, 2024*

The Board of Commissioners (the “Board” or “Commissioners”) of Orange County Emergency Services District No. 3 met in regular session on the 13<sup>th</sup> day of August 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  
   Robert Smith, Vice President  
   Cammie Vincent, Treasurer

Members Absent:                    Cathryn Drake, Secretary  
   Jeffrey Braus, Member

Three board members were present, thus constituting a quorum. Matt Manshack (Fire Chief), Joey Earnest (Assistant Fire Chief), Octavia Guzman (Orange County Tax Assessor-Collector), Connor Aultman (Lieutenant), Larry Aaron (Tarver Performance), Ryan Burns (Firefighter), and Terri Brzezinski (Recording Secretary) attended in person.

**1. CALL TO ORDER**

Commissioner LaCombe called the meeting to order at 6:32 p.m.

**2. PUBLIC COMMENTS**

No public comments.

**3. PREVIOUS MEETING MINUTES**

The July 9, 2024, Regular District Meeting Minutes and the July 23<sup>rd</sup> Special District Meeting Minutes were presented to the Board.

Upon a motion by Commissioner Smith, seconded by Commissioner Vincent, after a complete discussion, and with all Commissioners present voting aye, the Board approved the July 9<sup>th</sup>, 2024, Regular District Meeting Minutes and the July 23<sup>rd</sup> Special District Meeting Minutes as presented.

**4. FINANCIAL REPORT**

The Board reviewed the District's Financial Report. Commissioner Vincent informed the Board that a new Certificate of Deposit was invested with First Financial Bank at 4.16% APY for a 4-month term.

After a complete discussion, with all Commissioners present voting aye, Commissioner Smith made a motion, seconded by Commissioner Vincent, 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 Smith, seconded by Commissioner Vincent, after a complete discussion, and with all Commissioners present voting aye, the Board approved the payment of the District's bills, totaling approximately \$33,919.00.

- a. Assistant Chief Earnest attended South Newton Water Company’s board meeting to discuss the additional \$1,536.65 charged for additional water usage due to what is believed to have been a water leak at Station 1. While South Newton Water was sympathetic, they stated they could not cancel or change the amount due as there were no issues with the service, and the additional water was provided. However, if needed, they can set

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up a payment plan of \$5.00 per month. The Board further discussed installing a water shut-off valve at Station 2 to prevent additional issues.

Upon a motion by Commissioner Smith, seconded by Commissioner Vincent, after a complete discussion, and with all Commissioners present voting aye, the Board approved paying South Newton Water the outstanding amount due of \$1,536.65.

**6. COMMITTEE REPORTS**

1. Once a man lift is obtained and the unistrut is painted, the lettering/sign will be ready to install on the building at Station 1.

**7. ORANGE COUNTY TAX OFFICE 2024 TAX ADOPTION RATE**

Commissioner LaCombe welcomed Octavia Guzman, Orange County Tax Assessor-Collector, and thanked her for attending.

Ms. Guzman explained how the 2023 principal and interest debt rate will affect the 2024 principal and interest debt rate. She further discussed the No-New-Revenue and the Voter-Approval Tax Rate as listed on the 2024 Tax Rate Calculation Worksheet, which was previously emailed to the Board.

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 adopted the \$.073507 for maintenance and operation and \$.026493 for principal and interest, for a total of \$.10, on \$100 valuation for the district's 2024 tax rate.

**8. ORANGE COUNTY TAX OFFICE 2024 TRUTH AND TAXATION**

Commissioner LaCombe opened the discussion on the 2024 Truth and Taxation Worksheet. The Board discussed the 2024 adopted rates: \$.073507 for the No New Revenue M&O Rate (maintenance and operation) and \$.026493 for the I&S Rate (principal and interest), for a total No New Revenue Rate of \$.10 per \$100 valuation for the district.

**9. NOVEMBER 2024 GENERAL ELECTIONS**

Commissioner LaCombe opened the discussion on the Applications for a Place on the Ballot received from candidates for the two open commissioner positions in the upcoming general election. We will proceed with the general election since we have more than two applications.

The Drawing for a Place on the Ballot will be held on Monday, August 26, 2024, at 6:30 p.m. at Station 1.

**10. MONTHLY REGULAR DISTRICT MEETING DATE CHANGE**

The Board discussed that one of the commissioners has a scheduling issue and would like to move the meeting to the first Tuesday of the month. The Board could not accommodate this but will consider other options as they are presented.

**11. ISO (Insurance Service Organization) INSPECTION AND EQUIPMENT PURCHASE**

Chief Manshack informed the Board that our ISO inspection will be in November of this year. He has submitted preliminary information to the ISO representative and is waiting to hear if additional truck equipment is needed.

Tabled until next meeting

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**12. FINALIZE A DATE FOR A SPECIAL MEETING TO AMEND THE 2024 FY BUDGET AND GENERATE THE 2025 FY BUDGET**

After discussing, the Board set a Special Meeting for Friday, September 13th, at 9:00 a.m. at Seven-O-Industrial, located at 1913 Strickland Drive, Orange, TX 77630, to amend the 2024 FY budget and create the 2025 FY budget.

**13. REPORT FROM FIRE DEPARTMENT PERSONNEL**

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

1. In July of 2024, 29 calls were reported. (Exhibit 1)
2. HDL, the company hired to assist with the sales tax, has given Chief Manshack a login to their tax database, but he reports that it takes time to navigate. HDL will host a Zoom onboarding training meeting on August 20th at 2:00 p.m. at the office of Seven-O-Industrial. It is believed that we can backpay/reallocate retroactively for four years. HDL will also work with the Comptroller's Office.
3. The department is recruiting members for the Junior Firefighter program, which is under construction due to a data loss on a faulty computer. The meetings are being held on Thursday evenings at Station 1. Two Junior Firefighters are currently enrolled.
4. The middle bay door at Station 1 needs repair. Overhead Door Company has ordered parts, which should arrive this week.

**14. APPLICATIONS RECEIVED**

One Junior Firefighter application was received, which Chief Manshack will handle.

**15. EXECUTIVE SESSION**


The Board recessed into a closed session at 7:36 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 7:44 p.m., the Board had no items to vote on from the matters addressed in the closed session.

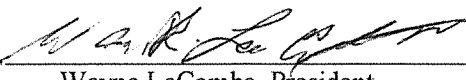
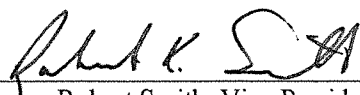
**ADJOURN MEETING**

There being no further business, the meeting was adjourned by Commissioner LaCombe at 7:45 p.m.

Respectfully Submitted By:

  
 Terri Brzezinski, Recording Secretary 9-10-24  
Date

Approved By:

  
 Wayne LaCombe, President 9-10-24  
Date  
  
 Robert Smith, Vice President 9-10-24  
Date

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