Orange County Emergency Services District No. 3

Minutes of the Board of Commissioners Regular Meeting

October 13, 2026

The Board of Commissioners (the "Board") of Orange County Emergency Services District No. 3 met in regular session on October 13, 2026, at 6:30 p.m. in the meeting room of the District's administration building, 8465 TX-87, Orange, Texas 77632. Notice of the meeting was posted in accordance with Chapter 551 of the Texas Government Code. Attendance was documented by a sign-in sheet, as reflected below:

MEMBERS PRESENT:

- Wayne LaCombe, President
- Scott McDonald, Vice President
- Cathryn Drake, Secretary
- Robert Smith, Member

MEMBERS ABSENT:

- Cammie Vincent, Treasurer

Four Commissioners were present, establishing a quorum.

Also present were Matthew Manshack, Fire Chief; Joey Earnest, Assistant Chief; and Terri Brzezinski, Recording Secretary.

1. CALL TO ORDER

Commissioner LaCombe called the meeting to order at 6:35 p.m.

2. PUBLIC COMMENTS

No public comments were received.

3. PREVIOUS MEETING MINUTES

The Board reviewed the minutes of the regular meeting held on September 22, 2026.

Commissioner Smith moved to approve the September 22, 2026 regular meeting minutes as presented. Commissioner McDonald seconded the motion. All Commissioners present voted aye, and the motion carried unanimously.

4. FINANCIAL REPORT

The Board reviewed the financial report and the District's current financial position.

Commissioner Smith moved to approve and accept the financial report as presented. Commissioner Drake seconded the motion. All Commissioners present voted aye, and the motion carried unanimously.

5. PAYMENT OF BILLS

The Board reviewed and discussed the District's bills for payment.

Commissioner Smith moved to approve payment of the District's bills in the approximate amount of $57,473.66. Commissioner McDonald seconded the motion. All Commissioners present voted aye, and the motion carried unanimously.

OCESD 3

NOV 10 2026

Board Approved

6. COMMITTEE REPORTS

Commissioner McDonald reported that the Building Committee expects to meet soon.

7. DISCUSSION OF RECORDS REQUESTS AND RECORDS MANAGEMENT OFFICER MATTERS

This item was withdrawn. No action was taken.

8. DISCUSSION AND CONSIDERATION OF REPAIRS TO STATION 1

The Board discussed repairs needed at Station 1 following water damage caused by an air-conditioning issue.

Commissioner Smith moved to authorize up to $7,500 for the necessary repairs to Station 1. Commissioner McDonald seconded the motion. Commissioners Smith, McDonald, and Drake voted aye; Commissioner LaCombe abstained and recused himself. The motion carried by a vote of 3 aye, 0 nay, 1 abstention.

9. REVIEW AND CONSIDER APPROVING QUOTE FOR LAND CLEARING RELATED TO EXPANSION

The Board discussed land clearing associated with the future expansion of Station 1. Chief Manshack reviewed the quotes previously received.

Commissioner Smith moved to reserve $45,000 for civil work related to the future expansion of Station 1. Commissioner McDonald seconded the motion. All Commissioners present voted aye, and the motion carried unanimously.

10. REVIEW AND CONSIDERATION OF FUNDS ALLOCATION

The Board discussed the need to amend the 2027 Fiscal Year budget to allocate funds and agreed to schedule a budget amendment meeting at a later date. No action was taken.

11. CHALLENGE COIN DISCUSSION/ACTION FOR DEPARTMENT

Commissioner McDonald proposed creating an appreciation and recognition challenge coin for the department. The Board directed that quotes be obtained and presented at a future meeting. No action was taken.

12. HEALTH SCREENING REQUIREMENTS

Chief Manshack informed the Board that the Texas Commission on Fire Protection (TCFP) now requires additional health screenings. He expressed interest in offering the screenings to all department members and reported that he was awaiting quotes. No action was taken.

13. DISCUSSION AND CONSIDERATION OF ATTENDANCE AT THE SAFE-D 2027 CONFERENCE

The Board discussed attendance at the SAFE-D 2027 Conference, scheduled for February 11–13, 2027, at Kalahari Resorts & Conventions in Round Rock, Texas. Commissioners LaCombe, Smith, McDonald, and Drake; Chief Manshack; and Recording Secretary Terri Brzezinski indicated that they intend to attend. Registration is expected to open in November, and each attendee will reserve their own room. No action was taken.

OCESD 3
NOV 10 2026
Board Approved

14. REPORT FROM FIRE DEPARTMENT PERSONNEL

Chief Manshack and Assistant Chief Earnest reported the following:

- The department responded to 35 calls in September 2026.
- Engine 32 experienced a hose malfunction while responding to a call, resulting in minor damage. The Board discussed repairs and a possible insurance claim.

15. APPLICATIONS RECEIVED

No applications were received.

16. EXECUTIVE SESSION

The Board recessed into closed session at 7:15 p.m. to discuss personnel matters and possibly obtain legal advice pursuant to Chapter 551 of the Texas Government Code.

The Board reconvened in open session at 7:30 p.m.

Upon returning to open session, Commissioner LaCombe opened discussion regarding a paid position for Assistant Chief Joey Earnest.

Commissioner Smith moved to place Assistant Chief Earnest on an annual salary of $35,000, paid twice monthly. Commissioner McDonald seconded the motion. All Commissioners present voted aye, and the motion carried unanimously.

17. ADJOURNMENT

There being no further business, Commissioner LaCombe moved to adjourn the meeting at 7:45 p.m.

Prepared by: _____
Terri Brzezinski, Recording Secretary

APPROVED by the Board of Commissioners on November 10, 2026.

_____
Wayne LaCombe, President

OCESD 3
NOV 10 2026
Board Approved