

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF  
COMMISSIONERS OF THE  
JEFFERSON COUNTY EMERGENCY SERVICES DISTRICT NO. 1**

A Regular Meeting of the Board of Commissioners of the Jefferson County Emergency Services District No. 1 (“District”) was called at 6:00 p.m. on the 26<sup>th</sup> day of February 2024, at the 13550 River Oaks Blvd., Beaumont, Texas 77713, pursuant to notice duly posted according to law.

The roll was called of the Commissioner on the Board, to-wit:

<b>Commissioners</b>	<b>Position</b>
John Johnson	President
Hoyt Simmons	Vice-President
Mark Zambardino	Treasurer
Brett Weldy	Secretary
Mr. Robert “Lee” Barnett	Director

All said Commissioners were present, less Mark Zambardino. In addition to the above-named Commissioners, the following persons were also present:

<b>Attendee</b>	<b>Position</b>
Chief, Chris Gonzales	Administrator
Mr. Robert Ring	Administrative Assistant
Dan Haver	
Karl “Sonny” Wadenpfohl	Citizen
Dan Haver	Department
Simon VanDyk	Touchstone Personnel
Justin Waggoner	Touchstone Personnel

At 6:07 p.m., President Johnson announced that a quorum was established and then asked Mr. Robert Ring, to lead the group in prayer and the Pledge of Allegiance. Afterwards, President Johnson asked the Board to move to Agenda Item No. 9, to accommodate the Touchstone Personnel.

**Agenda Item No. 9 - Discuss and take-action, if necessary, on engaging Touchstone District Services to assist with the passage of a sales tax election on behalf of the District.**

The Chief then introduced Mr. Simon VanDyk and Mr. Justin Waggoner with Touchstone to discuss their services for assistance with the passage of a sales tax for

the District. According to Mr. Simon, in order for a sales tax election to win, the District must get 50.01% of the votes. If engaged, Touchstone will pull a list of the registered voters for the May 2025 election and the proposal ballot language for the election would be “The adoption of a local sales and use tax in Jefferson County Emergency Services District No. 1, at a rate not to exceed 1% (or 2%)”. As such Mr. VanDyk discussed several campaigns they would assist in organizing such as community engagement meetings partnered with local businesses, print, flyers, and text campaign. If engaged, Touchstone’s contract would be for fifteen (15) months with the rough cost estimate to engage their services it would potentially be \$12,000.00 - \$14,000.00 with the conclusion of services being the month of the election. Regarding average revenue, with an increase of roughly \$5.00 per month for an estimated 2,100 to 2,200 rooftops, the District could potentially generate an estimated additional \$100,000.00 to \$200,000.00 per year. Lastly, Mr. VanDyk suggested the District reach out to a third-party company by the name of HDL, who could be hired to pull a sales tax analysis based off of brick and mortars in the area. Commissioner Robert Barnett requested Mr. VanDyk provide numbers for budgeting purposes to be considered and approval by the Commissioners at a later meeting.

Thereafter, a motion was made by Commissioner the Commissioners Robert Barnett to table this Agenda Item until the next meeting. This motion was seconded by Commissioners Brett Weldy, and unanimously approved by all the Commissioner’s present.

**Agenda Item No. 5 - Discuss and take-action, if necessary, on approving the minutes from the January 22, 2024 Regular Meeting.**

Returning to Agenda Item No. 5, to review and approval of the minutes of the January 22, 2024 Regular Meeting. The Commissioners reviewed the minutes of the meeting and there were no changes to be made.

There being no additional changes, a motion was made by Commissioner Hoyt Simmons, which was seconded by Commissioner Robert Barnett and the unanimous vote of all the Commissioners present, to approve the minutes as presented of the January 22, 2024 Regular Meeting.

**Agenda Item No. 6 - Review and approve and take-action, if necessary, on approving financial statement and approve payment of invoices for January 2024; and amending the budget.**

Next, the Commissioners were asked to address Agenda Item No. 6, to review

and approve the Financials for January 2024. As in the past, Mr. Ring informed the Commissioners that the District's beginning balance in its Checking account at Stellar Bank was \$183,816.05. During the month, there was a credit of \$87,779.65 in Tax Deposits. After considering the expenses of \$11,694.38 during the month, of January, the ending balance in the District's checking account for the month was \$259,901.32. (See Exhibit "A-1").

Mr. Ring then addressed the District's savings account at Stellar Bank account. At the beginning of January, the balance was \$111,064.19 and after receipt of an interest payment of \$14.11, the ending balance was \$111,078.30. (See Exhibit "A-1").

Together, Mr. Ring advised that the District's funds available were \$370,979.62. However, after considering the Restricted Funds, the District's total unrestricted funds were \$247,979.62.

Mr. Ring then presented the Department's bank balances at Stellar Bank for January 2024, but nothing had changed since the prior month. That is, the Department's checking account remained at \$10,000.00, and the Departments savings account balance was still at \$16,114.02. (See Exhibit "A-2").

Next, Mr. Ring reviewed the outstanding invoices to be paid and approved at the current meeting. Per Mr. Ring, the total expenses to be paid were \$15,336.01. (See Exhibit "A-3"). Mr. Ring directed the Commissioners to the following list of the invoices paid, or to be paid:

**[REMAINDER OF THIS IS INTENTIONALLY LEFT BLANK]**

Paid @ February 2024 Meeting						
Payee	Category	Check #	Date Incurred	Date Paid	Amount	
Dish	OE-18 Internet & TV	AUTO	1/31/2024	1/4/2024	\$140.41	
CenterPoint Energy	OE-17 Utilities (Electric & Gas)	AUTO	1/31/2024	2/7/2024	\$135.14	
AT&T	OE-10 Telephone Service (Phone Fax Security)	AUTO	1/31/2024	2/8/2024	\$190.82	
Sparklight	OE-18 Internet & TV	AUTO	1/31/2024	2/20/2024	\$84.99	
Entergy	OE-17 Utilities (Electric & Gas)	AUTO	1/31/2024	2/28/2024	\$252.37	
City of Beaumont-Central Collections	OE-8 Radio & Pager Maintenance Purchase	1544	1/19/2024	2/26/2024	\$3,387.73	
Gulf Coast Generators	OE-24 Annual Generator PM	1545	1/23/2024	2/26/2024	\$550.00	
Sour Lake Motor Co., Inc	OE-5 Equipment Maint Repair Purchase	1546	1/26/2024	2/26/2024	\$80.00	
Caseco Industries, Inc	OE-7 Bunker Gear Maintenance Purchase	1547	2/8/2024	2/26/2024	\$65.00	
Glenn Wise Signs	OE-23 Station Maintenance	1548	2/16/2023	2/26/2024	\$1,775.00	
Cal Bynum	OE-14 Medical Training (CPR & Other)	1549	2/20/2024	2/26/2024	\$100.00	
Elite Card Payment Center Wells Fargo	OE-5 Equipment Maint Repair Purchase	1550	1/31/2024	2/26/2024	\$29.52	
Card Service Center	AE-6 Office, Postage, Operations, Misc	POP	1/31/2024	2/24/2024	\$150.00	
Card Service Center	OE-4 Vehicle Maint Repair Pump Recertification	POP	1/31/2024	2/24/2024	\$13.36	
Card Service Center	OE-5 Equipment Maint Repair Purchase	POP	1/31/2024	2/24/2024	\$85.71	
Card Service Center	OE-6 Fuel	POP	1/31/2024	2/24/2024	\$344.09	
Card Service Center	OE-15 Medical Supplies Oxygen	POP	1/31/2024	2/24/2024	\$151.92	
Card Service Center	OE-23 Station Maintenance	POP	1/31/2024	2/24/2024	\$92.80	
Card Service Center	OE-29 Meals	POP	1/31/2024	2/24/2024	\$116.12	
Chris Gonzales	OE-25 Paid Salaries	1551	2/21/2024	2/26/2024	\$360.00	
John Stone - Unit #171	OE-12 Fuel Reimbursement	1552	2/21/2024	2/26/2024	\$15.81	
John Stone - Unit #171	OE-25 Paid Salaries	1552	2/21/2024	2/26/2024	\$180.00	
Kaleb Barner - Unit #176	OE-12 Fuel Reimbursement	1553	2/21/2024	2/26/2024	\$36.45	
Kaleb Barner - Unit #176	OE-25 Paid Salaries	1553	2/21/2024	2/26/2024	\$333.00	
Ehren Davis - Unit #177	OE-12 Fuel Reimbursement	1554	2/21/2024	2/26/2024	\$97.28	
Ehren Davis - Unit #177	OE-25 Paid Salaries	1554	2/21/2024	2/26/2024	\$895.50	
Matthew Behnken - Unit #178	OE-12 Fuel Reimbursement	1555	2/21/2024	2/26/2024	\$37.68	
Matthew Behnken - Unit #178	OE-25 Paid Salaries	1555	2/21/2024	2/26/2024	\$1,035.00	
Gabe Luke - Unit #183	OE-12 Fuel Reimbursement	1556	2/21/2024	2/26/2024	\$251.92	
Gabe Luke - Unit #183	OE-25 Paid Salaries	1556	2/21/2024	2/26/2024	\$308.39	
Joshua C. Hemz	AE-4 Legal Expenses	1557	1/31/2024	2/26/2024	\$350.00	
Hubert Oxford, IV	AE-4 Legal Expenses	1558	1/31/2024	2/26/2024	\$350.00	
Chris Gonzales	AE-13 Staff	1559	1/31/2024	2/26/2024	\$1,120.00	
Chris Gonzales	OE-25 Paid Salaries	1559	1/31/2024	2/26/2024	\$1,440.00	
Robert Ring	AE-13 Staff	1560	1/31/2024	2/26/2024	\$500.00	
					\$15,336.01	

Before concluding the discussion on the District's Financials, the Commissioners were asked to review the District's balance sheet and Income Statement for January 2024. (See Exhibit "A-4"). Mr. Ring advised of a clerical error in which he found a payment that was made to the Jefferson County Tax Collector which had been paid in October 2023 for payment of taxes that was inadvertently assigned to the "Radio and Pager" line item.

Upon the conclusion of the discussion on the District's finances, Commissioner Hoyt Simmons made a motion to approve the January 2024: i) District and Department Account Summaries; ii) pay outstanding invoices; iii) approve the District's financial statements; (See Exhibits "A-1", "A-2", "A-3", and "A-4"). This motion was seconded by Commissioner Robert Barnett and unanimously approved by all the Commissioner's present.

**Agenda Item No. 7 – Discuss and take-action, if necessary, on matters involving: 1) staffing; 2) purchase and/or 3) repair requests submitted by the Volunteer Fire Department.**

No action was taken on this agenda item.

**Agenda Item No. 8 - Discuss and take-action, if necessary, on needed action regarding applying for and/or accepting grants.**

No action was taken on this Agenda Item.

**Agenda Item No. 10 – Such other matters that may come before the Board.**

The Commissioners reviewed the January 2024 Chief’s report which are summarized below. The Department and the District’s firefighters responded to nineteen (19) calls. Of the nineteen (19) calls made in January, the daytime firefighters responded to (14) of the calls.


Date / Time	Response Address	Nature of Call	Disposition
*1/2/24 - 17:04	Black Gum Road	Possible heart attack	AEMS transported to St. Elizabeth
*1/8/24 - 12:56	Hwy #105	Possible overdose	Pt. refusal
*1/8/24 - 13:38	Sweet Gum	Fall w/o injuries	Public assist - lift assist only
*1/9/24 - 09:45	Hwy #365 @ Hwy 1007	MVC w/ entrapment	Assisted ESD#3 with L-Z
*1/9/24 - 11:38	Hwy #105	General illness	AEMS transported to St. Elizabeth
*1/9/22 - 13:35	Alaskan	Respiratory difficulty	AEMS transported to St. Elizabeth
*11/10/24 - 15:54	7500 Sweet Gum	MVC	AEMS transported 2 to St. Elizabeth
*1/13/24 - 18:00	Sequoia	Seizures	Pt. refusal
1/14/24 - 05:04	Reins Rd.	Cardiac arrest	AEMS transported to St. Elizabeth
*1/15/24 - 16:36	Sweet Gum	Smoke investigation	Heater vent had steam showing
*1/17/24 - 12:27	Hwy #105	Dog bite	AEMS transported to St. Elizabeth
1/18/24 - 19:09	13499 Hwy #105	MVC	AEMS obtained two refusals
*1/19/24 - 13:39	Hwy #105 @ Carroll Ln.	MVC	AEMS transported to St. Elizabeth
1/19/24 - 22:28	Reins Rd.	Chest pains	AEMS transported to Baptist
*1/22/22 - 11:47	Thousand Oaks	Possible stroke	AEMS transported to Baptist
*1/25/24 - 13:13	Tan Oak	Fire alarm activation	Fire Dept cancelled - no fire
1/27/24 - 04:11	1185 Hwy #105	Structure fire - Mutual aid	Assisted with extinguishing fire
1/27/24 - 22:23	Chimney Rock	Syncopal episode	AEMS transported to St. Elizabeth
*1/29/24 :13:03	Sweet Gum	Fall w/o injuries	Public assist - lift assist only

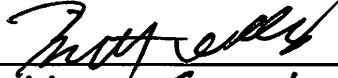
Otherwise, there were no other matters were brought before the Commissioners.

**[SIGNATURE PAGE TO FOLLOW]**

There being no other matters to discuss, President Johnson thanked the Commissioners for attending and then set the next meeting. He then advised that the next Regular Meeting of the District would be on March 25, 2024 at 6:00 p.m. Thereafter, Commissioner Hoyt Simmons made a motion to adjourn the meeting at 7:20 p.m. This motion was seconded by Commissioner Robert Barnett and was unanimously approved by all the Commissioners.

**ATTEST TO**

  
\_\_\_\_\_  
Position: PRESIDENT  
Date: 3-25-2024

  
\_\_\_\_\_  
Position: Secretary  
Date: 3/25/2024