

**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 22nd day of April 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:

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

All said Commissioners were present, less Commissioner Hoyt Simmons. In addition to the above-named Commissioners, the following persons were also present:

Attendee	Position
Chief, Chris Gonzales	Administrator
Mr. Robert Ring	Administrative Assistant
Mr. Hubert Oxford, IV	General Counsel

At 6:07 p.m., Commissioner Johnson announced that a quorum was established and then asked Commissioner Johnson, to lead the group in prayer and the Pledge of Allegiance.

Agenda Item No. 5 - Discuss and take-action, if necessary, on approving the minutes from the March 25, 2024 Regular Meeting.

Turning to Agenda Item No. 5, to review and approval of the minutes of the March 25, 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 Mark Zambardino, which was seconded by Commissioner Robert Barnett and the

unanimous vote of all the Commissioners present, to approve the minutes as presented of the March 25, 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 March 2024; and amending the budget.

Turning to the Financials for March 2024, Mr. Ring informed the Commissioners that the District's beginning balance in its Checking account at Stellar Bank was \$318,842.93. During the month, there was a credit of \$16,113.94 for Tax Deposits. After considering the expenses of \$11,114.62 during the month of March, the ending balance in the District's checking account for the month was \$323,842.25. (See Exhibit "A-1").

Mr. Ring then addressed the District's savings account at Stellar Bank account. At the beginning of March, the balance was \$111,091.50 and after receipt of an interest payment of \$14.11, the ending balance was \$111,105.61. (See Exhibit "A-1").

Together, Mr. Ring advised that the District's funds available were \$434,947.86. However, after considering the Restricted Funds, the District's total unrestricted funds were \$311,947.86.

Mr. Ring then presented the Department's bank balances at Stellar Bank for March 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"). However, Mr. Ring informed the Board that during the April 9, 2024 meeting of the Volunteer Fire Department, the Department voted to return the \$10,000.00 that was in the checking account to the District's savings account because they had not used the money in years and leaving the account open was costing money because the account was stagnant.

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 \$18,031.66. (See Exhibit "A-3"). Mr. Ring directed the Commissioners to the following list of the invoices paid, or to be paid:

Paid @ April 2024 Meeting					
Payee	Category	Check #	Date Incurred	Date Paid	Amount
Dish	OE-18 Internet & TV	AUTO	3/31/2024	4/4/2024	\$141.41
AT&T	OE-10 Telephone Service (Phone/Fax/Security)	AUTO	3/31/2024	4/8/2024	\$190.73
CenterPoint Energy	OE-17 Utilities (Electric & Gas)	AUTO	3/31/2024	4/9/2024	\$54.12
Sparklight	OE-18 Internet & TV	AUTO	3/31/2024	4/20/2024	\$84.99
Entergy	OE-17 Utilities (Electric & Gas)	AUTO	3/31/2024	4/25/2024	\$169.58
ESO Solutions Inc.	OE-26 Emergency Reporting	1579	4/1/2024	4/22/2024	\$2,327.60
VFIS of Texas	AE-2 VFIS Property Insurance	ONLINE	4/2/2024	4/20/2024	\$5,605.00
Municipal Emergency Services, Inc.	OE-21 SCBA Air Pak Testing/Machine	1580	4/15/2024	4/22/2024	\$1,334.25
Cal Bynum	OE-14 Medical Training (CPR &	1581	4/16/2024	4/22/2024	\$100.00
Card Service Center	OE-4 Vehicle Main/Repair/Pump Recertification	POP	3/31/2024	4/20/2024	\$8.50
Card Service Center	OE-6 Fuel	POP	3/31/2024	4/20/2024	\$432.27
Card Service Center	OE-23 Station Maintenance	POP	3/31/2024	4/20/2024	\$375.28
Card Service Center	OE-29 Meals	POP	3/31/2024	4/20/2024	\$272.21
Chris Gonzales	OE-25 Paid Salaries	1582	4/17/2024	4/22/2024	\$180.00
John Stone - Unit #171	OE-12 Fuel Reimbursement	1583	4/17/2024	4/22/2024	\$31.62
John Stone - Unit #171	OE-25 Paid Salaries	1583	4/17/2024	4/22/2024	\$333.00
Kaleb Barner - Unit #176	OE-12 Fuel Reimbursement	1584	4/17/2024	4/22/2024	\$72.90
Kaleb Barner - Unit #176	OE-25 Paid Salaries	1584	4/17/2024	4/22/2024	\$711.00
Matthew Behnken - Unit #178	OE-12 Fuel Reimbursement	1585	4/17/2024	4/22/2024	\$112.56
Matthew Behnken - Unit #178	OE-25 Paid Salaries	1585	4/17/2024	4/22/2024	\$342.00
Gabe Luke - Unit #183	OE-12 Fuel Reimbursement	1586	4/17/2024	4/22/2024	\$629.80
Gabe Luke - Unit #183	OE-25 Paid Salaries	1586	4/17/2024	4/22/2024	\$762.84
Joshua C. Heinz	AE-4 Legal Expenses	1587	3/31/2024	4/22/2024	\$350.00
Hubert Oxford, IV	AE-4 Legal Expenses	1588	3/31/2024	4/22/2024	\$350.00
Chris Gonzales	AE-13 Staff	1589	3/31/2024	4/22/2024	\$1,120.00
Chris Gonzales	OE-25 Paid Salaries	1589	3/31/2024	4/22/2024	\$1,440.00
Robert Ring	AE-13 Staff	1590	3/31/2024	4/22/2024	\$500.00
					\$18,031.66

Before concluding the discussion on the District's Financials, the Commissioners were asked to review the District's balance sheet and Income Statement for March 2024. (See **Exhibit "A-4"**). Mr. Ring also advised that he would be working with the District's auditor to verify the balance sheet was correct.

Upon the conclusion of the discussion on the District's finances, Commissioner Mark Zambardino made a motion to approve the March 2024: i) District and Department Account Summaries; ii) pay outstanding invoices; and 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.

The Chief had nothing to report for the month except to express concern over the need for additional firefighters to work additional shifts, including the evenings.

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

At this time, the District is looking for a grant to replace the SBCA Fill System, which has an estimated cost of \$40,000.00. Otherwise, no action was taken.

Agenda Item No. 9 - Discuss and take-action, if necessary, on approving the installation of fire hydrant on Tolivar Canal Road.

The Chief recommended purchasing a fire hydrant to be installed by the Meeker Water District on Toliver Canal Road. Per the Chief, he spoke with staff at the Meeker Water District (“Meeker”) and Meeker will install the fire hydrant if the District purchases the hydrant through Meeker. In response to questions regarding the cost, the Chief advised that to purchase the hydrant and pay to have the hydrant installed by Meeker, the expected costs were expected to be approximately \$4,500.00.

Following a discussion on the matter, a motion was made by Commissioner Mark Zambardino, which was seconded by Commissioner Robert Barnett and the unanimous vote of all the Commissioners present, to authorize the Chief to enter into an agreement with the Meeker Water District to purchase and install a fire hydrant on Toliver Canal Road.

Agenda Item No. 10 – Chief’s Report.

The Commissioners reviewed the March 2024 Chief’s report which are summarized below. The Department and the District’s firefighters responded to sixteen (16) calls.

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Date / Time	Response Address	Nature of Call	Disposition
*3/1/24 - 12:51	Rolling Hills	General illness	AEMS transported to St. Elizabeth
*3/2/24 - 15:04	Tallow Dr.	Public assist	Lift assist only - no transport
*3/3/24 - 11:52	Hwy #105	Medical alert activation	False activation
3/3/24 - 20:47	Tallow Dr.	Fall with injury	AEMS transported to St. Elizabeth
*3/4/24 - 14:50	Highway 105	MVA	Mutual aid request w/ HCESD#5
3/4/24 - 22:51	Tallow Dr.	Fall with injury	AEMS transported to St. Elizabeth
3/5/24 - 01:09	Kolander Rd.	Respiratory distress	AEMS transported to Baptist
3/9/24 - 01:54	Moss Hill Dr.	Blood pressure issues	AEMS transported to St. Elizabeth
3/12/24 - 21:12	Duncan Rd.	Possible overdose	AEMS obtained refusal
3/18/24 - 04:26	Hwy #105	MVA - vehicle vs. horse	No human injuries
*3/18/24 - 14:34	Satinwood Ln.	Psychiatric	AEMS transported to St. Elizabeth
*3/20/24 - 15:43	Reins Rd.	Medical alert activation	False activation
3/23/24 - 03:19	Alaskan Dr.	Possible allergic rx	AEMS transported to Baptist
3/23/24 - 22:53	Village Ln.	Unauthorized burning	No hazard - back yard camp fire
*3/27/24 - 09:19	Hwy #105	Vehicle unlock	Vehicle unlocked upon arrival
3/30/24 - 17:19	Tallow Dr.	Fall w/injury	AEMS transported to St. Elizabeth

*Daytime FF Response - 7 responses

OPEN DAYS - 5 days

Upon the completion of the Chief's report, staff and the Board discussed the dates for the upcoming meetings. It was agreed that the May regular meeting would be held on May 20, 2024, which was the third (3rd) Monday of the month, but the fourth (4th) Monday was Memorial Day. In June, the meeting will be held on June 24, 2024 and in July, the meeting is going to be held on July 29, 2024 (i.e., fifth (5th) Monday of the month) to accommodate Attorney Oxford's request to reschedule so that he can go on vacation.

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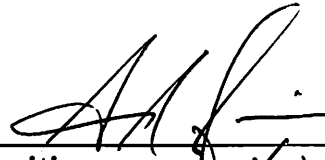
There being no other matters to discuss, President Johnson thanked the Commissioners for attending and then set the next meeting. He then advised that the next Regular Meeting of the District would be on May 20, 2024 at 6:00 p.m. Thereafter, Commissioner Mark Zambardino made a motion to adjourn the meeting at 6:37 p.m. This motion was seconded by Commissioner Brett Weldy and was unanimously approved by all the Commissioners.

ATTEST TO



Position: PRESIDENT

Date: 5-20-2024



Position: Vice President

Date: 5-20-2024