

PARKER COUNTY EMERGENCY SERVICES DISTRICT NO. 3
MINUTES OF REGULAR MEETING OF BOARD OF COMMISSIONERS

Meeting held May 12, 2020
at Hudson Oaks Public Safety Building
150 North Oakridge Drive
Hudson Oaks, Texas

Call to Order and Roll Call

- a. Meeting called to order by Commissioner Ed Huddleston at 8:06 am.
- b. A quorum was present. Commissioners Ed Huddleston, Elvera Johnson and Betty Reinert were present. The board was notified that Commissioner Jerry Brooks would join the meeting as soon as possible. Also present at the meeting were District Fire Chief Ron Schultz, Administrator Donna Lambert, Weatherford Fire Chief Jonathan Peacock.

Public Comments and Announcements

- a. No public comment.

Consent Items

- a. Motion made by Commissioner Reinert and seconded by Commissioner Johnson to approve the Minutes of the April 14, 2020 Regular Meeting. Motion passed unanimously.

Hudson Oaks Volunteer Fire Dept

- a. The board discussed the insurance issue with covering the Volunteer Department.
- b. No action taken.

Fire Chief's Report

- a. No action taken.

Incident Report

- a. Weatherford Fire Chief Jonathan Peacock presented the Incident Report for April 2020.
- b. No action taken.

Financial Report

- a. The monthly expenses, payroll and financial reports for April 2020 were reviewed.
- b. April 2020 monthly expenses of \$2,000.00 and above were reviewed.
- c. Motion made by Commissioner Reinert and seconded by Commissioner Johnson to approve the monthly bills, payroll, expenses of \$2,000 and above, and the April 2020 Financial Reports. Motion passed unanimously.

Purchase Requests

- a. No requests were made, no action taken.

Emergency Proclamation

- a. No action taken.

Insurance

- a. The board reviewed the insurance coverage for the district.
- b. No action taken.

Annexation by City of Weatherford

- a. The board discussed the letter received from the City of Weatherford regarding annexation of property located at 1514 E Lake Drive, Weatherford, Texas.
- b. Motion made by Commissioner Johnson and seconded by Commissioner Huddleston to accept the proposal made by the City of Weatherford. Motion passed unanimously.

ESD Administrative Office

- a. The board requested that the office be re-keyed for security purposes.
- b. No action taken.

Brush Trailer Program

- a. The board discussed the possibility of continuing the program by paying someone to move the trailers and continue the program.
- b. No action taken.

District Patch

- a. The board discussed purchases with newly designed patch.
- b. No action taken.

Commissioner Brooks joined the meeting at 8:59 am.

New Station

- a. The board discussed the design for the new station.
- b. The board reviewed the proposals for a Geotechnical Surveys and a topical survey.
- c. Motion made by Commissioner Brooks and seconded by Commissioner Huddleston to choose Fargo Engineering for the Geotechnical Survey and Texas Surveyors for the topical survey. Motion passed unanimously.

Personnel

Commissioner Huddleston called for Executive Session at 10:31 am

Commissioner Huddleston called for Open Session at 11:48 am

- a. Motion made by Commissioner Huddleston and seconded by Commissioner Johnson to increase the salary of the District Administrator Donna Lambert to \$48,000.00 annually with the requirement to spend an additional 3 days at station per month. Motion passed unanimously.
- b. Motion made by Commissioner Huddleston and seconded by Commissioner Johnson to increase the salary of District Administrative Assistant Brenda Pullen to \$1,500.00 per month. Motion passed unanimously.

District Apparatus

- a. Commissioner Brooks updated the board on the status of the new engine.
- b. No action taken.

Agenda, Time and Date for next meeting

- a. The next Regular Meeting was scheduled for June 16, 2020, 8:00 am at the Hudson Oaks Public Safety Building, Hudson Oaks, Texas.

Adjournment

- a. Motion made by Commissioner Huddleston and seconded by Commissioner Reinert to adjourn the meeting. Motion passed unanimously.
- b. Commissioner Huddleston adjourned the meeting at 11:56 am.

The Parker County Emergency Services District 3 Board of Commissioners approved the above minutes at its regular called meeting on June 16, 2020.