

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

Meeting held December 17, 2018  
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 8:03 am.
- b. A quorum was present. Commissioners Ed Huddleston, Jerry Brooks, Wally Wallace, Elvera Johnson and Betty Reinert were present. Also present at the meeting were District Administrator Donna Lambert and Weatherford Fire Chief Paul Rust.

**Public Comments and Announcements**

- a. Commissioner Huddleston asked for public comment.
- b. No public comment.
- c. Commissioner Huddleston announced that progress is being made on land deal. He also stated that a meeting with the City of Weatherford will be scheduled for sometime in January.

**Consent Items**

- a. Motion made by Commissioner Brooks and seconded by Commissioner Reinert to approve the Minutes of the November 15, 2018 Regular Meeting. Motion passed unanimously.

**Fire Chief's Report**

- a. Chief Schultz was not in attendance. Commissioner Huddleston asked that this report be revisited at the January meeting.
- b. No action taken.

**Incident Report**

- a. Weatherford Fire Chief Paul Rust presented the Incident Report for November, 2018.
- b. Motion made by Commissioner Reinert and seconded by Commissioner Johnson to accept the monthly incident report. Motion passed unanimously.

**Treasurer Report**

- a. The monthly bills, invoices and payroll for November 2018 were reviewed. Motion made by Commissioner Reinert and seconded by Commissioner Johnson to approve the monthly bills, invoices and payroll for November 2018. Motion passed unanimously.
- b. Monthly expenses of \$2,000.00 were reviewed. Motion made by Commissioner Reinert and seconded by Commissioner Johnson to approve expenses of \$2,000.00 and above. Motion passed unanimously.
- c. Financial Reports were reviewed. Motion made by Commissioner Reinert and seconded by Commissioner Johnson to accept the financial reports for November, 2018. Motion passed unanimously.

**Purchase Requests**

- a. Purchase Requests were discussed.

- b. Motion made by Commissioner Johnson and seconded by Commissioner Reinert to approve request to attend training conference by Donna Lambert was approved. Motion passed unanimously.
- c. Motion made by Commissioner Huddleston and seconded by Commissioner Johnson to table the request by Chief Shultz. Motion passed unanimously.

#### **Audit Services**

- a. Motion made by Commissioner Brooks and seconded by Commissioner Wallace to approve the agreement for audit services with George, Morgan and Sneed, P.C.. Motion passed unanimously.

#### **Open Records Requests**

- a. The board discussed recent record requests and the cost to the district for those requests. Commissioner Huddleston agreed to research fees that can be charged.
- b. No action taken.

#### **District Insurance**

- a. The Accident and Sickness Policy and Workers Compensation policies were reviewed and discussed.
- b. Motion made by Commissioner Wallace and seconded by Commissioner Brooks to approve the Accident and Sickness Policy and the Workers Compensation Policy with VFIS Insurance Group. Motion passed unanimously.

#### **District Website**

- a. The website was discussed.
- b. No action taken.

#### **Recognition Dinner**

- a. The board discussed the dinner.
- b. No action taken.

#### **District Apparatus**

- a. District apparatus was discussed.
- b. Motion made by Commissioner Huddleston and seconded by Commissioner Johnson to table this item. Motion passed unanimously.

#### **Joint Operating Agreement**

- a. The board discussed the agreement.
- b. No action taken.

#### **Real Property**

- a. The board discussed real property.
- b. No action taken.

#### **Agenda, Time and Date for next meeting**

- a. The next regular meeting was scheduled for January 22, 2019 at 8:00 am at the Hudson Oaks Public Safety Building, Hudson Oaks, Texas

#### **Adjournment**

- a. Motion made by Commissioner Reinert and seconded by Commissioner Brooks to adjourn the meeting. Motion passed unanimously.
- b. Commissioner Huddleston adjourned the meeting at 9:55 am.

The Parker County Emergency Services District No. 3 Board of Commissioners approved the above minutes at its special called meeting on January 31, 2019.