

**MINUTES OF THE DECEMBER 10, 2018 MEETING OF THE**  
**BRAZORIA COUNTY EMERGENCY SERVICES DISTRICT NO. 3**

A meeting was duly called of the **BRAZORIA COUNTY EMERGENCY SERVICES DISTRICT NO. 3**, which was held on **December 10, 2018**, at the District's Manvel EMS Station, 6931 Masters Road, Manvel, Texas 77578

The meeting was called to order at 6:30 P.M. by **DARRELL VALUSEK**, District President. Those commissioners present were **DARRELL VALUSEK, MIKE JONES, FRANK HAGDORN, MATT GLAVES**, and **ROY BEKEN**. Also present were District Executive Director Dave Ferguson, District bookkeeper Lori Buckner of Myrtle Cruz, Inc., District legal counsel John Peeler of Coveler & Peeler, PC, chiefs, directors, and members of the District's fire and emergency medical service providers, and members of the public.

The Board then opened the floor for public comment under item 2 of the agenda, but no public comment was offered.

The Board next addressed item 3, to receive reports from District providers. Chief Ricky Burleson provided an update for the Manvel Volunteer Fire Department: 394 calls to date, down from 439 in 2017; the decrease in call volume is due to the fact there was not a hurricane and to the automatic fire alarms system at Manvel High School being corrected which resulted in fewer false alarms; they have 17 members with 3 new volunteers with experience; considering the possibility a new dispatch system; they are still working on the grant for a new apparatus, noting there is a 9-month build time. He advised the specs have been completed and finalized. Commissioner Jones asked about the pricing of the new apparatus.

Fire Chief Joe Stepchinsky provided an update for the Rosharon Volunteer Fire Department: total calls to date were 155, down from last year; they are still working on the high-water rescue truck; \$38,550 raised at the annual fund raiser and \$21,024 raised for the food drive; they have 14 members and are looking to send several to spring training.

The Board next addressed item 4, to review and approve the consent agenda. Mr. Owens requested the Board table the approval of prior meetings minutes, to be

addressed at the January meeting. Mr. **GLAVES** made a motion, seconded by Mr. **BEKEN** to approve the consent agenda consisting of financial and bookkeeping matters, including payment of the bills and review of reports concerning the District financial condition and investments and to table the approval of the minutes from prior meetings. The motion carried by a vote of 5 to 0.

The Board then addressed item 5, the Non-Consent Agenda, including items removed from the Consent Agenda. No items submitted.

The Board then addressed item 6, to review and take action to approve sales of properties held in trust by Brazoria County Tax Office. No action was taken as no property files were received from the County.

The Board next addressed item 7, to receive comments from contracted emergency services providers regarding the proposed 2019 emergency services contracts. Chief Al Sterkx with Demi John Volunteer Fire Department addressed the Board regarding his concerns with the proposed 2019 emergency services contract. He stated there are 15 items of the proposed contract that are troubling to him. Chief Sterkx requested an extension of the current contract for 3 months instead of forcing the contract on the providers. Chief Scott Osborn with Danbury Volunteer Fire Department expressed concern over the proposed 2019 emergency services contract. Chief Osborn requested clarification on several items within the contract. He also requested one on one meetings to discuss the concerns. Mr. JONES stated the Board wants to make sure the contract works for both sides. Chief Josh Morris stated there were issues that were addressed at the town hall meetings that he believes have not been corrected. Mr. Peeler stated he has some concerns about some of the changes to the contract that have been requested by the providers and that these concerns will be addressed in executive session. Chief Sterkx objected to the Board discussing the contract in closed session, to which Mr. Peeler clarified that he is not required to advise the Board on potential legal problems in open session.

The Board next addressed agenda items 8 and 9, Closed Session. The Board entered Closed session to consult with legal counsel and to discuss items related to potential real estate transactions at 7:11 P.M. and returned to Open Session at 8:25 P.M.

The Board then addressed agenda item 10, to review, discuss, and take action regarding the acquisition of real estate for the development of fire and/or EMS facilities, including, but not limited to, receiving information and engaging professional services related to the selection of real property for emergency services facilities. Mr. Peeler made a recommendation to expand the engagement of Greg Thrower for real estate services to cover additional parcels the District is considering. Mr. **GLAVES** made a motion, seconded by Mr. **BEKEN** to follow the recommendation of Mr. Peeler to approve the engagement of Greg Thrower for real estate services related to additional parcels of land. The motion was approved by a vote of 5 to 0.

The Board next addressed agenda item 11, to review and take action to approve issuing a request for proposals for financing of real estate for the development of fire and/or EMS facilities. No action was taken

The Board next addressed agenda item 12, to review and take action on 2019 emergency services contracts with municipalities, independent volunteer fire departments, and independent EMS agencies, including but not limited to the approval of funding amounts for each provider. Mr. Ferguson provided to the Board a list of changes to the 2019 contracts with the volunteer fire departments based upon the issues raised by several chief. Mr. Ferguson recommended approval of the 2019 contracts with the VFDs currently under contract with the District with the changes noted. Mr. **BEKEN** made a motion, seconded by Mr. **GLAVES** to follow the recommendation of Mr. Ferguson to approve the 2019 emergency services contract. After discussion, the motion was approved by a vote of 5 to 0.

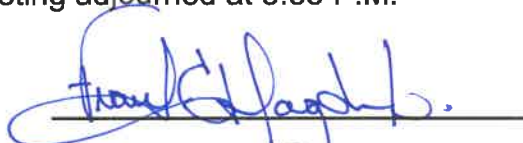
The Board then addressed agenda item 13, to review and take action to modify District administrative procedures. Mr. Ferguson presented to the Board a draft administrative procedure for the Purchasing Card Program. Mr. Ferguson explained this procedure outlines the use of the purchasing card. Mr. Ferguson requested approval of the procedure so it can be distributed to providers. Mr. **BEKEN** made a motion, seconded by Mr. **GLAVES** to approve the procedure as presented by Mr. Ferguson. After discussion the motion was approved by a vote of 5 to 0.

The Board then addressed agenda item 14, to review and take action to amend the 2019 District budget. No action was taken.

The Board next addressed agenda item 15, to review and take action to revise emergency services provider funding including, but not limited to, additional operations funding, funding for grant matches, and capital advances. No action was taken.

The Board then addressed agenda item 16, to review and take action on emergency requests from providers for funds for, but not limited to, urgent repairs or replacement of equipment necessary to insure safety to providers and the public. No action was taken.

There being no further business brought before the Board, nor any further public comment upon Motion made, the meeting adjourned at 8:35 P.M.

  
Secretary of the Board