

# NOTICE

---

## CALLED BOARD MEETING

### PALO PINTO COUNTY EMERGENCY SERVICES DISTRICT #1 MINUTES

A Called Session of the Palo Pinto County Emergency Services District # 1 Board met on the 27th day of October, 2016, at 3pm in the County Courtroom, Palo Pinto County Courthouse, Palo Pinto Texas.

The following subjects were discussed, considered, passed, or adopted to-wit.

- Call to order and establish quorum. President Lynn Reasoner called the meeting to order at 3pm. Commissioners present were Lynn Reasoner, Bob McCormick, Doug Jordan and Carolyn Land. Ricky D. Jones came into the meeting late and had to leave early.
- Public Comments- No one wanted to address the Board. Visitors present were Patti Reding, Martin Collins and Mike Pool.
- Minutes of previous meeting- Land- Bob pointed out that “will be” needs to be changed to “were”. Bob made a motion to approve the minutes as amended. Doug second. Motion passed 4-0.
- Approve /Reject bids from Fire Departments for equipment purchased in excess of \$50,000.00 dollars- There were no bids submitted.
- Treasures report –Carolyn reported the following report:
  - Approval of checks written since last meeting –Checks written since the last meeting were at the request of the Graford Board since they still do not have checks for their accounts. The invoices presented include: Palo Pinto Tax Assessor (Vehicle registration) \$7.50, DPS Records \$30.00 & Chad Jordan \$15.00 for background check
  - Approve accounts payable –Mid com invoice for \$600 payable presented for consideration.
  - Approve/Reject reconciliation of bank statements from previous month-Bank Statement was not available for this meeting. No reconciliation was necessary. Bob made a motion to pay accounts payable and checks written since the last meeting. Doug second. Motion passed 4-0.
  - Approve County Agreement for Administrative Assistant- Carolyn reported that County Commissioners reviewed their budget and found the raise for Mistie had been overlooked. At their meeting on October 11, 2016 they voted to correct their budget and give her a raise. The current County Agreement with the County for her salary states that 50% will be paid by ESD #1. This pay raise was already approved by ESD #1 at a previous meeting.
- Amend budget for 2016 as necessary. Mistie did not attend the meeting so therefore there were no budget amendments.
- Discuss/Amend 2017 Budget-Mistie did not attend the meeting no amendments were presented.
- Report/Action Mike Simpson on County Communication Issues- Mike’s first report was on the Big X training exercise. Training will be headquartered at Dempsey. Responding Fire Department Training will be in 5 areas all over the Palo Pinto County.
- Convene in executive session- ESD # 1 will convene in executive session as authorized by Texas Government Code Section 551.072 (Deliberate Regarding Real Property). Before any closed meeting is convened, the Presiding Officer will publicly identify the section of the Act authorizing the closed meeting. All final votes, action or decisions will be taken in open meeting. ESD #1 recessed into executive session at 4:10pm. At 4:21pm the Board reconvened from executive session. Doug made a motion to write a letter to LKCM asking for a letter to lease/purchase of Chestnut Mountain Tower. ESD #1 request that if interested LKCM formulate terms and a

condition proposal to ESD #1 at their earliest opportunity. Authorize Mike Simpson to represent ESD #1 in securing an offer from LKCM. Bob second. Motion passed 4-0.

- Approve/Reject distribution of tax monies to Volunteer Fire Departments.
  - Discussion with Possum Kingdom Lake VFD Board regarding radios- PK East VFD Board Directors Patti Reding and Martin Collins represented their Board. Patty Reding reported that the Ethic report (HB 1295) had been submitted to the State. Patty brought 2 PK East radios that had been reprogramed per ESD #1 specifications for Mike to check. Mike reported that he would have to take the radios with him to checked the radios. Further discussion provided information that all their radios were pass word protected. Mike explained that all the radios would have to have the pass codes removed before he could check programing. After much discussion, it was agreed that all PK East radios would be gathered at the PK East Fire Station and a date set to check on programing and pass codes.  
PK East Directors were informed that there is 2016-year end deadline for signing an ESD#1 contract to provide Fire service for the County. They were provided a Contract that requires signatures.  
In summary, PK East VFD needs to have their radios checked for programing accuracy and pass code protected and sign an ESD #1 contract to provide service.
- Approve/ Review EMS funding agreement contracts- Discuss Issues regarding Graford VFD no contract- Ricky reports that they are short on face pieces. Graford is in the process of testing their fire hoses. Commissioners discussed what they wanted Graford to accomplish before signing a contract and issuing any County funds. Graford Emergency Fire District will be asked to bring a working operational list of items that they plan to accomplish back to ESD #1 for consideration. After Graford produces requested list, ESD #1 will give consideration for a Contract and remaining County funds.
- Consideration rewriting criteria VFD Contracts and Annual Reports with Volunteer Fire Departments- Lynn suggested a training requirement that should be part of the Contract and Annual Report. How many in each department, do the volunteers attend training? Many Departments sign up with Weatherford College for training, how many of each department attend training.
- Report from Palo Pinto Emergency Manager-Chad Jordan-Chad attended the meeting but left before he could provide report. ESD #1 Board was interested in knowing details about Big X training event on November 13, 2016 in Palo Pinto County. Carolyn was asked to request that Chad attend the next meeting so he can provide an overview of this event.
- Consider/Discuss County Wide EMS Services- Matrix Consulting Group Contract- Robert Finn is supposed to attend the November 3, 2016 meeting to kick off County-wide EMS efforts.
- Discuss/ Approve Calendar to Request EMS funds from County-Carolyn reported that 2016 funds that are still in the checking account are PK East Funds, Graford Fire and \$8,000 in EMS account. Mike Edgin was called about requesting County funds and carrying funds from 2016 into 2017. He explained that carrying funds into next year would be acceptable. Current plan is to try and disburse all 2016 funds before the end of the year. Approved County funds for EMS will be requested in 2017 for distribution. Auditor has provided audit information to ESD #1.
- Discuss/ Approve funds from County for Mineral Wells EMS-ESD #1 wrote a letter to the County requesting funds identified for Mineral Wells EMS for 2016. County funds were received and deposited. A letter from Mineral Wells EMS to ESD #1 asking for \$36,000 was received. Bob made a motion to disperse \$36,000 to Mineral Wells EMS for the expenditures/services made in Palo Pinto County for 2016 budget year. Doug second. Motion passed 4-0.
- Discuss" Name" on Palo Pinto County Tax Invoice – A tax statement was provided so that Commissioners could read the language printed on the County Tax statements that refers to ESD #1 taxes. The statement refers to ESD #1 as "FRD Emergency Serv" and on another line, as "FRD". ESD #2 called about confusion on the part of people in their area not understanding the FRD statement. It was agreed that at Resolution requesting a wording change for ESD #1-line item on the Statement to ESD #1 would be appropriate. Bob made a motion to write a resolution and letter to the Palo Pinto Appraisal District requesting the change. Doug second.  
Motion passed 4-0.
- Items submitted by Commissioners for discussion. VFIS sent a claim acknowledgement submitted by Santo VFD for volunteer Regis Alder. Chief Loftin reported Regis fell off a truck in the station.

- Set date for next meeting. The next meeting is scheduled for Thursday, November 3, 2016.
- Adjourn The meeting adjourned at 7pm.

Dated this the 30th Day of October 2016

By Carolyn Land Carolyn Land, Secretary The Palo Pinto County Emergency Services District #1 Board reserves the right to adjourn into executive session at any time during the course of the meeting to discuss any of the item listed above, as authorized by Texas Government Code Section 551.073 [Consultation with Attorney], 551.072 [Deliberations about Real Property], 551.073 [Deliberations about gifts and donations], 551.074 [Personnel matters], 551.076 [Deliberations about security devices], and 551.086 Economic development]. Before any closed meeting is convened, the Presiding Officer will publicly identify the section or sections of the Act authorizing the closed meeting. All final votes, actions or decisions will be taken in open meeting.