

# NOTICE

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## 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 10th day of May, 2017, at 3pm in the County Courtroom, Palo Pinto County Courthouse, Palo Pinto Texas.

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

- Call to order and establish quorum. President Lynn Reasoner called the meeting to order at 3:15pm. Commissioners present were Lynn Reasoner, Mike Henderson, and Carolyn Land.
- Public Comments and Announcements- No one wanted to address the Board. No visitors were present.
- Minutes of previous meeting-Land-Mike made a motion to approve the minutes from the last meeting. Lynn second. Motion passed 3-0.
- Treasures report – Mistie & Jones
  - Approval of checks written since last meeting -No checks were written prior to this meeting.
  - Approval of accounts payable – The following invoices were submitted for payment: Midcom Inc. for \$600.00, Midcom Inc. \$1,880(program MW radios), Palo Pinto Appraisal District \$4,916.89, and Carlton Law Firm \$82.50
  - Approve/Reject reconciliation of bank statements from previous month-Commissioners reviewed the bank statement and check book. Both reflect the same ending balance. Carolyn made a motion to approve the reconciliation of the bank statement and approve accounts payable. Mike second. Motion passed 3-0.
  - Report on Presentation on Audit at Commissioners Court-Carolyn reported that Ricky made the presentation of the ESD #1 Audit on May 8, 2017 during the regular meeting of Palo Pinto County Commissioners Court. Mistie also received a check from the County for \$2,334.92 for prorated lease funds returned to ESD from the lease on Chestnut tower.
- Amend budget for 2017 as necessary. Mistie had no budget amendments.
- Discuss County wide EMS meeting – Judge David Nicklas- Mike reported that the meeting with the City of Mineral Wells, ESD #2 and County will be held May 22,2017 at the Courthouse at 2pm.
- Discuss report on Sales tax information from zip code 76449- Judge Nicklas and County Auditor requested a report from the Comptroller’s office on the amount of tax revenue that is available in the 76449-zip code. The number that was projected is approximately \$180,000.
- Report/Discuss Firenet Communication system tower issues- Mike Simpson- Mike reported that Chestnut tower antenna needed to be moved to a better location on the tower because of coverage on I-20 and the intersection of Hwy 281 & I-20. He provided an estimate from ATRG Technical Services for \$2,850.00. Discussion involved the Budget line item for this service. Mike made a motion for Mike Simpson to move forward with hiring ATRG Technical Services to complete the antenna work on Chestnut Tower. Carolyn second. Motion passed 3-0. Commissioners discussed radio grants and eligibility. Mistie will reach out and try to find information.
- Report/Discuss Matrix Consulting Report-Mike reported that a 3<sup>rd</sup> version of the Matrix report is being sent out. Robert Finn has two dates for possible meeting with the Board for a final report and presentation. A question that Mike needed clarification on was the salary of \$36,000 mentioned for Emergency Service Coordinator.

There was discussion about salary and benefits for the Coordinator position. Mike was asked to adjust the salary to at least \$50-\$60,000.

- Approve/Reject/Discussion distribution of tax monies to Volunteer Fire Departments. The following Volunteer Fire Departments were discussed: Brazos VFD turned in their plans for a department as requested. Mike made a motion to Brazos \$50,000. Carolyn second. Motion passed 3-0.
- Approve/Reject/Discussion distribution of tax monies to EMS Departments-No EMS reports were submitted.
- Approve /Reject bids from Fire Departments for equipment purchased in excess of \$50,000.00 dollars. No bids were submitted.
- Approve/Discuss/Collect training certificates for ESD Commissioners-Mistie was able to collect all Commissioners training certificates.
- Consider rewriting criteria VFD Contracts and Annual Reports -No action
- Consider rewriting criteria EMS Contract and Annual Report-No action
- Discuss/Consider/Report on Graford EMS status-Commissioners reviewed call sheet information from April. Carolyn attended the Graford Emergency Service District Board meeting and had discussion about status of Graford EMS.
- Discuss a County wide "Volunteer Membership Drive"-No action.
- Report from Palo Pinto Emergency Manager-Chad Jordan- The County Auction held the last weekend of April was successful. The burn ban is back "On" in the County.
- Discuss/ Consider purchase of ESD merchandise-No action.
- Set date for next meeting. Mike made a motion for the next meeting to be May 31,2017. Carolyn second. Motion passed 3-0.
- Adjourn-The meeting adjourned at 5:45pm.

Dated this the 15<sup>th</sup> Day of May 2017

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.