

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 13th day of June 2018, 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 3pm. Commissioners present were Lynn Reasoner, Michael Henderson, and Carolyn Land. Roger Keller called that he was in route. Ricky Jones did not attend.
- Public Comments and Announcements- No one wanted to address the Board.
- Approve Minutes of previous meeting-Land- Michael made a motion to approve the minutes as written. Carolyn second. Motion passed 3-0.
- Treasures report – Mistie & Jones
 - Approval of checks written since last meeting -No checks were written since the last meeting.
 - Approval of accounts payable –The following invoices were submitted for payment: First Net \$102.02, Midcom, Inc. \$600, Mike Simpson \$1,411.00 travel, Batteries and Bulbs \$3,742.40, Sacred Cross \$162,500 3rd Qtr. EMS Service, Ice Cube \$2,296.69 AC Graford Tower, Carlton Law Firm \$2,136, Engle \$36.78, and Engel \$17.32. Roger came into the meeting during this Agenda item. Carolyn made a motion to pay accounts payable as presented. Michael second. Motion passed 4-0.
 - Approve/Reject reconciliation of bank statements from previous month- Commissioners reviewed bank statement and check book. Both reflect the same ending balance. Michael made a motion to approve the reconciliation of the bank statement. Carolyn second. Motion passed 4-0.
 - Report Appraisal District budget adjustment- Mistie attended the Appraisal District monthly meeting. She reported that the Appraisal Board voted to repay or credit the ESD over payment of approximately \$900. ESD will receive a credit or refund that will be determined after the Audit of the Appraisal District.
 - Amend 2018 budget -Mistie presented a Budget amendment to move \$237.85 from line item 5114 other travel to line item 5113 travel for training. Michael made a motion to approve budget amendment. Carolyn second. Motion passed 4-0.
- Monthly Report/ Efforts County EMS/Sacred Cross EMS-Dustin Wright provided handouts. There were 70 calls for service. Observation Point has not turned out to be a great spot to stage an ambulance because the building

is a gym. Dustin advised they had been moving the ambulance around at PK trying to find a better location. Carolyn made a motion to approve Sacred Cross Report. Michael second. Motion passed 4-0.

- Consider/Approve Engagement letter/letter of understanding with Edgin, Parkman, Fleming & Fleming for Audit FY2018- A letter of understanding for Audit services was provided. Michael made a motion to approve signing the letter of understanding. Roger second. Motion passed 4-0.
- Approve Interlocal Agreement with County Tax Assessor for collecting taxes-Stacy Choate brought an Interlocal Agreement to the Board for consideration. Signing this yearly Agreement allow the tax assessor office to collect and deposit ESD taxes. Carolyn made a motion to sign the Interlocal Agreement. Roger second. Motion passed 4-0.
- Consider/Discuss/ Approve new information regarding compressor tax law suit-Stacy explained that she has been waiting for report to identify accounts/companies in Palo Pinto County that are part of the law suit. After the companies were identified on the County tax roll an estimate of \$15,422.78 has been figured as the ESD portion. Penalty and interest may still be added. 2018 tax dollars will start coming in October. Additional interest should not over 10%. Stacy reminded that this is a best guess. Commissioners had a short discussion on impact on budget. Lynn thanked Stacy for her efforts.
- Discuss/ Appoint #1 representative to serve on Tax Increment Reinvestment Zone #2 Board of Directors- Carolyn made a motion for Lynn Reasoner to continue to represent the ESD on this Reinvestment Board. Lynn reviewed the purpose of the committee. A recent meeting of this committee was to approve a TXDOT grant to do work on Hwy 281 in the downtown area. City of Mineral Wells requested that the Committee approve \$57,000 to pay for preliminary engineer work around the Baker Hotel area. A study by UTA on how to move people around the city and Baker Hotel has been requested. Carolyn made a motion to appoint Lynn to continue to serve on this committee. Michael second. Motion passed 4-0.
- Discuss/ Approve ESD Website and ESD email addresses- Roger Keller-Yearly fee to host an ESD web site with email addresses using Brazos Network was \$2,250. Discussion about maintaining the web site was questioned. Mistie pointed out we have money in advertising available. Mistie was able to reach Jason. He would charge \$150 a month for maintaining the web site. Roger pointed out he allowed 2 hours for training in this bid. Michael made a motion to proceed with Brazos Network web-site construction and maintenance. Carolyn second. Motion passed 4-0.
- Approve/Report Radio install/programming FireNet Tower operations - Mike Simpson was not in attendance. Mike reported that cooling unit at Graford tower had been installed. He suggested that in budget consideration another cooling unit be added. Michael ask that we check with VFIS on insurance coverage for this unit.
- Approve /Reject bids from Fire Departments for equipment purchased in excess of \$50,000.00 dollars. None were submitted.
- Report/Consider /Approve criteria VFD Contract and Annual Report-Carlton Law Firm-Mistie reports that Kelli is close to having a draft ready for consideration. Mistie felt a draft would be available by the next meeting.
- Review 911 Call Sheets- Call sheet for April and May were reviewed.
- Discuss/Approve Non-billing foundation account number- Mike Simpson-Mistie reported that we will have an account. Gary will give Mike a list of volunteers from each department that can participate in FirstNet. Having this account will require continuous maintenance. Mike Simpson is the name on the account. It was felt that

more information on maintaining this account is required. Both Mistie and Gary will review all with Mike Simpson.

- Discuss/Report Palo Pinto Part-time County Fire Chief & EMS Coordinator- Gary Lee reported that in May he attended several meetings. Gary went through a list of training classes that have been held since the last ESD meeting. Reported good attendance and participation. Departments in County participated in honoring the Weatherford fire fighter that was killed in wild land fire by staging fire truck on overpasses on I-20. Good response from all Palo Pinto Departments. Gary will ask Department to identify mowing areas along County roads where grass is 3-4 foot tall.
- Report/Update on efforts in Gordon with EMS building-Plans for the Gordon were provided to ESD Commissioners. Gary reported on funds that have been collected to date. A beginning building target date of August 1, 2018 has been set.
- Report status on Sales tax Election collections- Mistie reported on the first sales tax deposits in the amounts of \$35,992.86 and \$908.22 from the Comptroller's office. Two accounts have been established because of the different sales tax amounts collected. Lynn asked that a future EMS expenditure list be generated.
- Discuss/ Consider/Request for Funds from Hospital District for County EMS services- Lynn presented a history of efforts to bring in Palo Pinto Hospital District into County efforts to fund County EMS services. Discussion request will be for Hospital funds to help pay EMS services. Carolyn made a motion to go to the hospital Board and request funds for EMS. Michael second. Motion passed 4-0.
- Approve/Reject/Consider distribution of tax monies to Volunteer Fire Departments- No Departments submitted Annual Reports for consideration. July 1, 2018 is the deadline for reports to be submitted. Gary will call and remind MW VFD and PK West VFD of deadline.
- Set date for next meeting- Two meeting dates were set: July 10, 2018, Tuesday, and July 30, 2018, Monday.
- Adjourn-The meeting adjourned at 4:22pm

Dated this the 15th Day of June 2018

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.