

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 5th day of September 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. Lynn Reasoner called the meeting to Order at 3:08pm. Commissioners present were Lynn Reasoner, Michael Henderson, Roger Keller and Carolyn Land. Ricky Jones did not attend.
- Public Comments and Announcements- Tracey McCloud, Palo Pinto Fire Chief, reported that 4 volunteers from Palo Pinto VFD attended Fire School this summer at College Station.
- Approve Minutes of previous meeting-Land- Michael made a motion to approve the minutes as written. Roger second. Motion passed 4-0.
- Report on status of on-line banking- Carolyn and Mistie reported that they had worked with Comanche National Bank to set up an on-line banking for both accounts. In the process of setting up the on-line account, they were able to discuss Comanche National Bank being bought out by a Houston bank. Comanche National expects no changes in service nor do they think any branches will be closed.
- Treasures report – Mistie & Jones Regular checking
 - 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: Midcom \$600 & \$200, Carolyn Land \$6.70, First Net \$87.99, Engie \$79.30 & 53.41, and Mineral Wells Index \$320. Michael made a motion to pay invoices that were submitted. Carolyn second. Motion passed 4-0.
 - Amend 2018 Budget- No budget amendments were necessary.
 - Amend 2019 budget- No budget amendments were necessary.

Sales Tax checking

A letter from the State Comptroller's office stated that required changes have been completed. Future deposits of sales tax monies will be deposited into the Sales Tax checking account.

- Approval of checks written since last meeting-One check to Sacred Cross EMS for \$162,500 was written since the last meeting. Michael made a motion to approve payment to Sacred Cross EMS. Roger second. Motion passed 4-0.
- Approval of accounts payable- No invoices were submitted.
- Amend 2019 Budget- No amendments were necessary.
- Approve Request forms submitted for consideration- New Request forms have been printed. None were presented for payment.

- Report/Consider/Approve Tax Rate-Carolyn made a motion to set the tax rate at .03 cents. Michael second. Motion passed 4-0.
- Approve Resolution regarding Tax Rate- Carolyn made a motion to approve Tax Rate Resolution that sets the tax rate at .03 cents for the Tax Assessor-Collectors office. Michael second. Motion passed 4-0.
- Monthly Report/ Efforts County EMS/Sacred Cross EMS- Dustin provided handouts. Sixty-four 911 Calls for service were received. Discussion involved number of Calls to date vs. number of Calls from last year. Where to place 3rd ambulance this fall/winter was discussed. First Responder training calendar, books, teachers and location for training are details that need to be finalized. Bert and Dustin will create a syllabus for the course.
- Report/Update on efforts on Gordon & Graford EMS building -Pictures were shown of new signs that have been placed on the Gordon EMS building site. Bids have been received from contractors. Fund raisers have been planned by the EDC of Gordon. The Gordon EMS building status is moving forward. Graford VFD Building has concrete work under way.
- Discuss/ Approve ESD Website and ESD email addresses- Roger Keller- Mistie reported that Jason Stetlzer has created new e-mail addresses for all Commissioners. Email addresses are set up with first name @palopinto esd.com. Information on the web site will include a Board page, page for EMS & Fire, page for Sacred Cross with contacts. Fire page will have 11 departments with Fire Chief and contact information. Jason will work with ESD #1 on posting material and making future changes.
- Approve /Reject bids from Fire Departments for equipment purchased in excess of \$50,000.00 dollars. No bids were received.
- Report/Consider /Approve criteria VFD Contract and Annual Report-Carlton Law Firm- Carolyn pointed out that at this time of year Commissioners have begun working on Contract and Annual Report. Commissioners ask to see if we could get a copy of Carlton Law efforts to date. Scheduling a workshop might benefit as we work through changes to Contract and Annual Report.
- Review 911 Call Sheets- Tabled
- Discuss/Report Palo Pinto County Fire Chief & EMS Coordinator- Gary Lee- Meeting was held with support staff, Auxiliary and Disaster Relief Team. Discussion included how to get the whole County involved when there is a large event. All local auxiliaries need to be educated on the process of providing help and the training available. Gary visited with Ken Baccus, ESD #2 about policies. Gary would like to work on Mutual Aid. He was asked to reach out to Erath and Hood County.
- Consider/Approve Deed for Gordon EMS building- No Deed was provided. Mistie advised that a Lawyer working on Deed had called to get with Kelli Carlton about agreed upon language.
- Discuss missing Life Pac 12 equipment- The Graford Life Pac was missing when Graford EMS stopped service. It was thought that the missing equipment might have been taken to PK East EMS since many supplies were taken there. Discussion included what efforts should be made to recover missing EMS equipment. Dustin explained that a monitor is like a car with certain accessories. The Graford EMS monitor that is missing has a serial number and certain accessories. Mistie was asked to write a letter to Diane Smith, Graford EMS Coordinator, advising that the monitor is missing and needs to be returned.

- Approve/Reject/Consider distribution of tax monies to Volunteer Fire Departments- No one has heard from Mineral Wells VFD regarding their Annual Report. Mike Simpson reported that he programed their radios on Saturday. Mistie was asked to call and get a status report.
- Set date for next meeting- Next meeting September 19, 2018. Dates of October 11th and 25th were discussed as meeting dates.
- Adjourn

Dated this the 7th Day of September 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.