

# NOTICE

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## CALLED BOARD MEETING PALO PINTO COUNTY EMERGENCY SERVICES DISTRICT #1 MINUTES

Palo Pinto County Emergency Services District # 1 Board met on the 28th day of November 2018, at 3:00pm 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. Commissioners not present were Ricky D. Jones and Roger Keller.
- Public Comments and Announcements- No one wanted to address the Board.
- Approve Minutes of previous meeting-Land-Michael made a motion to accept the minutes as written. Carolyn second. Motion passed 3-0.
- Treasures report – Mistie

### Regular checking

- Approval of checks written since last meeting – The following checks were written since the last meeting: Texas Mutual \$233, and Tractor Supply \$ 119.05
- Approval of accounts payable-The following invoices were submitted for payment: Palo Pinto Appraisal District \$4,778.73, Engie \$30.45 & 67.04, The Carlton Law Firm \$220, City of Mineral Wells \$1,105.07, VFIS \$41, Ice Qube \$269.05, Midcom Inc. \$600, Sacred Cross EMS \$162,500, Karen Thompson CPA \$150, and Eagle Sound \$487.50. Mike made a motion to pay invoices submitted and checks written since the last meeting. Carolyn second. Motion passed 3-0.
- Reconciliate the bank statement-Commissioners reviewed the check book and bank statement. Both reflect the same ending balance. Carolyn made a motion to approve the reconciliation of the bank statement. Mike second. Motion passed 3-0.
- Amend 2018 Budget- Mistie explained that all 2018 budget amendments will be made at the next meeting.
- Amend 2019 budget- No amendments were necessary.

### Sales Tax 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: Mindy Scrivner \$785.34, Eagle Sound \$487.50 & \$277.99, Discount Appliance \$2,489.97(Graford) & \$2,769.94 (Gordon.) Mistie explained that the Tax Assessor Collector office is paying the first account settled on the Compressor Appraisal Litigation Judgement. She will use funds collected by Tax Assessor's office to make payments. The documentation was provided by her office to ESD. First refund was issued in the amount of \$2,786.55. Payment included total judgement interest in the amount of \$502.73.
  - Reconciliate the bank statement-Commissioners reviewed the check book and bank statement. Both reflect the same ending balance. Mike made a motion to approve the reconciliation of the bank statement and Accounts payable for the Sales Tax. Account. Carolyn second. Motion passed 3-0.
  - Amend 2019 EMS Budget- No action taken
- Discuss/ Approve 2018 EMS Budget – Mistie presented a 2018 EMS budget for consideration. Carolyn made a motion to approve the 2018 EMS Budget. Mike second. Motion passed 3-0.

- Discuss Status First Responder Training and Grant- No information was available.
- Consider/Approve location for Sacred Cross for Fall/ Winter month- A letter from Dale Marsh, president of the PK East VFD/EMS was discussed. Commissioners felt the questions in this letter inferred housing would not be available at their facility. Commissioners wanted to continue to move forward with housing for a full-time ambulance at PK Lake. A building has been looked at PK to rent. Commissioners discussed alternate housing. They agreed to continue to move forward on housing for a full- time ambulance.
- Discuss meeting Palo Pinto County Hospital Board-Lynn explained that a meeting with the Hospital Board could not be arranged. Lynn called the President of the Board and ask for a return call. No information was available at this time.
- Discuss Status of ESD Website and ESD email addresses- Mistie had no report.
- Approve/Report Radio install/programing/performance FireNet Tower operations – Mike reported that there is another interference on radios from Mississippi. Mississippi County radios are legal in their use. For the most part interference can be talked over by volunteers in Palo Pinto. Interference found mainly on Fire southeast tower. Requirements for communication on federal channels will need to be meet next year. Mike proposed a new site at Sky Ranch that will be called Fire west central. Reprogramming of radios will need to be done next year and budget consideration will need to be addressed.
- Approve /Reject bids from Fire Departments for equipment purchased in access of \$50,000.00 dollars. Santo VFD Chief Logan Loftin and Nathan Molder presented a slide show on a 2005 Spartan Heavy Rescue truck. He reported status of old rescue truck. Commissioners discussed the purchase of new truck. ESD #2 contributed over \$100,000 toward the purchase of this truck. ESD #1 Commissioners thought it was a good purchase but questioned ownership with ad valorem taxes being used in the purchase to make payment. Legal consideration should be considered. Carolyn made a motion to allow Santo to continue to move forward with the purchase of this Rescue truck. Mike second. Motion passed 3-0. Commissioners agreed to continue to research all legal issues that could relate to this purchase.
- Discuss/Approve VFIS insurance coverage package
  - Property & Casualty, Accident & Sickness and Career Rider and Workman’s Comp-VFIS presented a cost analysis for providing County wide VFD coverage vs. Cost of individual departments. Commissioners reviewed all. VFIS sent an invoice for auto insurance on the Chief’s vehicle. Mike made a motion to pay the invoice. Carolyn second. Motoin passed 3-0. There were no questions generated to send back to VFIS for response.
- Report/Consider /Approve criteria VFD Contract and Annual Report-Carlton Law Firm- Committee met to work on Contract. Questions arose about timing of contract and need for contractual changes. Lynn ask for copies of current contract be sent to Commissioners before the next meeting.
- Review 911 Call Sheets-Mistie provided 911 Call Sheet handout. Commissioners reviewed. Dustin reported on Sacred Cross November calls. Erath County coverage was discussed. Mutual Aid needs to be in place with Erath County because of area along the interstate- New York Hill. Entry into gated communities was discussed.
- Discuss/Report Palo Pinto County Fire Chief & EMS Coordinator- Gary Lee provided handout. Discussion included driving the ambulance during an emergency. PAR Tags and Accountability Boards are being worked on by each department. 2019 Gary would like to work on a Safety Officer and check-in process.

- o Report/Update on efforts on Gordon EMS & Graford VFD/EMS building- Mistie and Carolyn visited with Mindy Scrivner about the fund raising and the building status at Gordon. The last fund raiser had been held and the Brazos Foundation donation had been received. Donations totals were over \$150,000. Completion date of January 15, 2018 was discussed. Although material cost were going up, Justin Scriver hoped to have enough money to make some improvements on the building as long as funds last. The deed that was signed for the land at the October 26, 2018. A check for \$10 was written as described in the deed. The amount should be \$100. Mistie was ask to void the \$10 check and write another check for the correct amount. Graford building needs appliances. Mike made a motion to purchase appliances for both the Gordon and Graford building. Carolyn second. Motion passed 3-0.
- o Approve/Reject Request Forms submitted -No request forms were submitted. Lynn reported that he felt Mineral Wells VFD had applied for a grant for \$15,000. A certified letter mailed in October to Diane Smith to request return or location of the Graford Life Pac valued at \$6,500 was returned unopened. Commissioners decided to explore the correct avenue to locate the missing equipment.
- o Set date for next meeting- Next meeting is scheduled for December 13, 2018.
- o Adjourn- The meeting adjourned at 5:30pm

Dated this the 30th Day of November 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.