

NOTICE

CALLED BOARD MEETING

PALO PINTO COUNTY EMERGENCY SERVICES DISTRICT #1 Minutes

Palo Pinto County Emergency Services District # 1 Board met on the 15th day of April 2021 at 5:30pm in the County Extension Building, 2215 South 5th Ave., Palo Pinto Texas, 76484.

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

- Call to order and establish quorum. President Tye Jackson called the meeting to Order at 5:34pm. ESD Commissioners present were Tye Jackson, Ken Backes, Russell Madden, Gary Word and Carolyn Land.
- Public Comments and Announcements – The Board was asked to post a calendar for the next meeting. Content of House Bill 4026 was reviewed. The Bill would allow TxDot to donate or sale at a low-price retired equipment.
- Approve/Amend/Discuss Minutes of previous meeting-Carolyn Land presented the Minutes from the March 16, 2021 meeting. Gary made a motion to approve the March 16, 2021 Minutes as written. Ken second. Motion passed 5-0.
- Treasures report – Mistie- Report Financials and Audit. Mistie provided check books and invoices submitted for each account.

Report/Discussion Money Market Account-

- Reconciliate bank statement- Commissioners reviewed the bank statement and low interest earned continues to be concerning. Ken made a motion to reconcile the Money Market account. Gary second. Motion passed 5-0.

Regular checking

- Approval of checks written since last meeting – No checks were written since the last meeting.
- Reconciliate the bank statement- Commissioners reviewed both the checkbook and bank statement. Both were presented with same ending balance. Ken made a motion to approve the reconciliation of the Regular checking bank statement. Gary second. Motion passed 5-0.
- Approval of accounts payable- Invoices were submitted and reviewed by Commissioners. The following invoices were submitted: Midcom \$1,000 & \$1,700 & 2,275.00, Carlton Law Firm \$3,877.03, Eagle Sound \$870, First Net \$74, VFIS \$16,804, Bennett's \$214.07, and Take 5 Oil Change \$74.36 Ken made a motion to pay accounts payable. Russell second. Motion passed 5-0.
- Amend 2020 Budget- No amendments were submitted.

Sales Tax checking

- Approval of checks written since last meeting- No checks were written since the last meeting.
- Reconciliate the bank statement- After reviewing the bank statement and check book, Ken made motion to reconcile Sales Tax account. Gary second. Motion passed 5-0.
- Approval of accounts payable- The following invoices were submitted for payment: Sky Camp \$1,700, United Coop \$25.11, Reliant \$510.22, TXU \$201.79, Gordon Water Supply \$107.80, and PK Water Supply \$57.79. Ken made a motion to pay accounts payable. Gary second. Motion passed 5-0.
- Amend 2020 EMS Budget- No amendments were submitted.

PK Building checking

- Approve checks written since last meeting- No checks were written since the last meeting.
- Reconciliate bank statement- Commissioners reviewed the bank statement and check book. Gary made a motion to approve reconcile the PK Building bank statement. Ken second. Motion passed 5-0.

- Approval of accounts payable- Teinert Construction was the only invoice submitted. Using approved payment procedure, Russell and Carolyn reviewed the invoice and made payment. Ken made motion to approve the payment. Gary second. Motion passed 5-0.
- Amend 2020 PK Building Budget- No amendments were submitted.
- Discuss/ Update/Approve VFD Contract- Ken explained details from the new VFD Contract. He went through the contract a page at a time and provided explanation. There was a question and answer time. Ken made a motion to approve the VFD Contract as presented and further to send to each Department a contract for signature. Russell ask for clarification if there were changes requested how would the ESD board respond. The ESD Board agreed that the Contract will be uniform for all Departments. Chief Henderson ask if there are any clarification submitted that Departments need to be notified immediately. Gary second. Motion pass 5-0.
- Discuss/ Consideration/Approve TIRZ#2(Tax Increment Reinvestment Zone) Amendment – David Hawes presented a TIRZ Amendment presentation at an earlier meeting. Commissioners discussed the length of the contract and the amount of taxes being paid and collected. Carolyn made the motion to approve the TIRZ Amendment. Ken second. Motion passed 4-1.
- Discuss/Approve Interlocal Agreement Palo Pinto General Hospital- The Interlocal Agreement with Palo Pinto Hospital to build an EMS and clinic was reviewed. Ken made motion to approve Interlocal Agreement. Gary second. Motion passed 5-0.
- Discuss/ Approve Lease Agreement Palo Pinto General Hospital- Commissioners discussed the Lease Agreement and felt it had previously been approved and was in place.
- Discuss Status/Report First Responder Program, Training and Grant and Schedule – Training has been scheduled for May 4, 2021. Palo Pinto is ready to get into the FRO program. No taker for another FRO class at this time.
- Approve/Report Radio install/programing/performance FireNet Tower operations - Mike Simpson program Gordon VFD, Lake Palo Pinto VFD and Lone Camp VFD radios. Lone Camp VFD radios may need to be reprogramed because of a key requirement. Ten Kenwood handhelds that were ordered arrived and are waiting to be programed. Sacred Cross ambulance radio numbers were requested. Carolyn questioned First Net expense each month.
- Approve /Reject bids from Fire Departments for equipment purchased in access of \$50,000.00 dollars. No bids were submitted.
- Review 911 Call Sheets/Sacred Cross EMS- Dustin will be sending out a report next week.
- Approve/Report on status on EMS buildings and repair- Ken, CEO Sacred Cross Charles Hinkle, Dustin Wright visited all EMS building before the meeting. The Gordon building still needs air condition duct repair, upgrade electrical to 30 amp in the ambulance bays and has drainage issues. The PK Building appears to be in good shape. The Graford building needs two standing sinks for both bathrooms and seems to have some drainage problems on the west side of the building. Extensions of gutters was suggested as a possible solution. Carolyn agreed to take care of the restroom sinks. Gary will find someone to work on drainage issues.
- Discuss/Approve Bid on lowering ceiling Graford Emergency Fire Department- Gary contacted a contractor to obtain a bid for lowering the ceiling in the Graford building. The contractor submitted a bid of \$9,150. Ken made a motion to approve the bid as submitted. Russell second. Motion passed 5-0.
- Discuss/Report Palo Pinto County Fire Chief & EMS Coordinator- Gary provided a handout. Gary advised that he will start sending his handout to all Chiefs not attending the ESD meeting. Parking arrangement to park extra Brush truck at Dempsey, Precinct 1, will be made so that the truck is centrally located in the center of the County. Insurance cards for all Volunteer Departments have been resent. Potential for FRO class and EMS classes were discussed.
- Discuss/Report/Approve financials remaining with First Financial bank on Mineral Wells Truck- Gary reported he met with Mineral Wells Auxiliary about paying off Mineral Wells truck 135.

The Auxiliary made the payment in March. For the ESD to payoff the 2011 truck it will cost \$14,152.06. Carolyn made a motion to allow Gary to return the bank and refinance the note on this truck and make payment of \$2,000. This will give the ESD time to work through financials. Russell second. Motion passed 5-0.

- Approve/Consider/Approve Mineral Wells (Rosenbauer Timber Wolfe Engine) and Graford Fire trucks Repairs- The Rosenbauer truck needs special welding that has rusted out. Ryan Dunn pointed out the County ISO rating could go to 7 when this truck goes into operation. Bid estimates on necessary repairs were received at \$13,884.80 The Rosenbauer white truck is a tank of a truck. Ryan further pointed out that Mineral Wells first quarter ran 24 structure fires from Mineral Wells Department. Graford truck repairs on the small brush truck were submitted at \$3,940. Russell made a motion to pay 50% of Graford Emergency Fire request and PK West repairs which is estimated at \$3,000. Gary second. Motion passed 5-0. Gary made a motion to pay \$13,884.80 for repairs on the Rosenbauer truck even if funds must come from fund balance. Tye second. Motion passed 5-0.
- Approve/Reject Request Forms submitted- Request Forms submitted were from Santo VFD for 3 items for a pump for \$15,875.65 and structure hose \$1,912, and equipment for wildland truck. Gary made a motion to pay for the pump and 50% of the remaining request for equipment. Russell second. Motion passed 5-0. There was discussion about Santo applying for FEMA grant. The grant process may take months. Santo Chief Logan agreed to pay the ESD back if any FEMA funds were received. Russell second. Motion passed 5-0.
- Discuss/ Consider/ Approve Annual Reports – Lake Palo Pinto VFD and Graford Emergency Fire Department- Commissioners reviewed Lake Palo Pinto VFD Annual Report. Carolyn made a motion to pay Lake Palo Pinto the \$45,000 payment for services less their insurance. Russell second. Motion passed 5-0. Graford Emergency Fire Department's Annual Report was reviewed. Ken made a motion to pay Graford Emergency \$45,000 payment less their insurance. Russell second. Motion passed 5-0.
- Update Discussion PK Building Project-OAC Report- There has been no walk through with the building superintendent at this writing. Tim Hopkins has requested information regarding utility providers that will be available for this building location. Dirt work is complete and plumbing and electrical should follow.
- Discuss/Consider/Approve allowing Teinert to submit a change order for increase in metal at \$15,000- Russell reported that the increase bid document can only be held for 30 days. Going outside of deadlines might be a problem. Half the increase needs to be shared with the hospital. Russell ask for more time to check on details of the Teinert request. Russell made a motion to table this agenda item. Gary second. Motion passed 5-0.
- Executive Session- Texas Government Code Section 551.076 [Deliberation about security devices] regarding critical infrastructure communications systems and equipment. Ken made a motion to go into executive session to discuss security infrastructure under Texas government code 551.076. Gary second. Motion passed 5-0. At 8:10 the Board went into executive session, to discuss critical infrastructure. No decisions were made. The Board came out of executive session 8:44pm and back into regular session. Ken made a motion to go into executive session sighting Texas Government Code 551.074 personal matters at 8:45pm. Gary second. Motion passed 5-0. The Board came out of executive session at 8:54pm. No decisions were made. The meeting adjourned at 8:56pm.
- Set date for next meeting- The next meeting was scheduled for the 3rd Thursday of the month, May 20,2021 at 5:30pm. The County Extension office will be checked for availability.

Adjourn
Dated this the 20th Day of April 2021
By Carolyn Land Carolyn Land, Secretary

Any member of the public who desires to address the Board regarding a specific item on the Agenda will have the opportunity to address the ESD Board when that Agenda item is discussed. Comments of the public are limited to 3 minutes unless the speaker requires the assistance of

a translator, in which case the speaker is limited to 6 minutes. Individual Board members will also have the right to question the public on Agenda items.

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.