

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 July, 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. Vice President Gary Word called the meeting to Order at 5:30am. ESD Commissioners present were Russell Madden, Gary Word, Ken Backes and Carolyn Land. A quorum was established. Mistie Garland and Chief Gary Lee were also in attendance. Tye Jackson came into the meeting late.
- Public Comments and Announcements – No one wanted to address the Board.
- Approve/Amend/Discuss Minutes of previous meeting-Land- June 17,2021 & July 8,2021 Carolyn made a motion to approve the June 17, 2021 Minutes as written. Russell second. Motion passed 4-0. Carolyn made a motion to approve the July 8, 2021 Minutes as written. Russell second. Motion passed 4-0.
- Treasures report – Mistie- Report Financials /Report Audit to Commissioners Court- Carolyn reported that Commissioners Court had accepted the ESD Audit as presented. One question was asked and was referred back to Edgin's office for an answer. More questions have been forthcoming from the County Auditor's office. A request to separate the Ad Valorem tax and Sales tax in the Audit was explained and discussed. A meeting with ESD Auditor (Edgin, Parkman, Fleming & Fleming) is scheduled for next Thursday (7-22-21).

Report/Discussion Money Market Account-

- Reconciliate bank statement- The bank statement was reviewed by all Commissioners. Interest rate remains a concern. Russell made motion to reconcile the bank statement. Ken second. Motion passed 4-0.

Regular checking

- Approval of checks written since last meeting – No checks were written since the last meeting
- Reconciliate the bank statement- Both the bank statement and check book were reviewed by Commissioners. Russell made a motion to approve the reconciliation of the bank statement. Ken second. Motion passed 5-0.
- Approval of accounts payable- The following invoices were submitted for payment: Edgin, Parkman, Fleming& Fleming \$7,250, Carlton Law Firm \$363, Midcom \$700, \$2,400, \$375, \$1,325, \$375, and \$1,000, Palo Pinto County \$8,153.04, First Net \$74, Engie \$39.48 & \$105.52, First Financial \$2,000. Carolyn made motion to approve accounts payable. Russell second. Motion passed 4-0.
- Amend 2021 Budget- No Budget amendments were necessary.

Sales Tax checking

- Approval of checks written since last meeting- No checks were written since the last meeting.
- Reconciliate the bank statement- The bank statement and check book were reviewed by Commissioners. Both reflect the same ending balance. Russell made a motion to approve the reconciliation of bank statement. Ken second. Motion passed 4-0.
- Approval of accounts payable- The following invoices were submitted for payment: Sky Camp \$1,700, All star Athletics \$464.49, Brody Scrivner \$260, Gordon Water Department \$130.40, and PK Water Supply \$60.91. Carolyn made motion to pay accounts payable. Russell second. Motion passed 4-0.
- Amend 2021 EMS Budget-No amendments were necessary.

PK Building checking

- Approve checks written since last meeting- No checks were since the last meeting.
- Reconciliate bank statement- Both the check book and the bank statement were reviewed. Ken made motion to approve the reconciliation of the PK Building checking account. Russell second. Motion passed 4-0.
- Approval of accounts payable- The Teinert Construction Application #5 was received. Ken made a motion to pay the Teinert Application for \$387,457.12, PK Water Supply \$1,592.66, ENTROTE/ Hibbs & Todd \$1,055. Russell second. Motion passed 4-0. The building progress was briefly discussed.
- Amend 2021 PK Building Budget- No Amendments were necessary.
- Discuss/ Update Report Returned VFD Contracts & Request for Contract Amendment- Seven VFD Contracts have been received. There was discussion about PK East desire to make changes to the VFD Contract. Both Russell and Carolyn explained that the desire of the ESD Board is that the VFD Contract be one contract. All Departments in the County would operate under the same contract. Dale Marsh, PK East VFD Board President, explained his desire to modify the contract.
- Discuss/ Consider/Funds Mineral Wells EMS- Carolyn reviewed the Interlocal Agreement that allows for a check to be written at this time to the Mineral Wells EMS for calls they make outside of the City and into the County. Mineral Wells EMS agrees to cover a portion of the County around the City limits of Mineral Wells. Ryan Dunn, Fire Chief, reported Mineral Wells EMS ran over 2,400 calls and roughly 300-400 would be considered County calls. Carolyn made a motion to pay Mineral Wells EMS \$54,000. Russell second. Motion passed 5-0. Tye came into the meeting at this point.
- Discuss Status/Report First Responder Program, Training and Schedule- VFD certified personal are now on the FRO list. A concern is FRO services for areas that do not have interest in FRO services. Land owners in PK West area might have an interest in FRO program for that area that are not part of the PK West VFD.
- Approve/Report Radio install/programming/performance FireNet Tower operations – Mike Simpson programmed PK West, Lipan, Gordon Graford radios. Brazos VFD tone out on the Sheriffs console has been restored. There are no radios in ESD stock. Mike is concerned about spare parts for radios. Mistie was ask about ESD budget line items. Commissioners Court approved a contract for \$140,000 for new lighting on Chestnut Tower. All license on tower is in ESD #1 name. Texas Forest Service radio work has not been completed because of fire service has been assigned to West Texas. Ken questioned 10 radio that were distributed earlier this year. Ken explained that 10 radios had been purchased from Sales Tax funds. He wanted purchases from Ad Valorem and Sales Tax funds to remain separate. Mike estimated that to replace the radios it would cost about \$500 each. Russell made a motion to replace the 10 radio from Ad valorem funds. Gary second. Motion passed 5-0.
- Approve /Reject bids from Fire Departments for equipment purchased in excess of \$50,000.00 dollars. No bids were submitted.
- Review 911 Call Sheets/Sacred Cross EMS- Dustin provided a handout. June, 2021 proved to be the biggest month for service. Received approved lesson plans from our area DSHS Representative for Continuing Education Program. Training will be open to all Departments. Ken ask that the training schedule be passed out to all Departments in the County.
- Discuss/Report Ad Valorem Taxes Schedule- Tax Assessor-Collector- Carolyn outlined the Ad Valorem Tax rate schedule. The budget must be completed and approved at the next meeting. Public hearings may be necessary and notice in the local newspaper and on the website are timely issues. The tax roll should be certified by the Appraisal District on or before July 26th. Busy Month!
- Approve/Report on status on EMS buildings and repair- PK EMS station at Sky Camp has a soft spot in the floor. Graford building needs two sink installations and landscaping. Carolyn agreed to get someone to go look at plumbing the sinks. Graford building the contractor will be back next week to work on air conditioning vents into the bedrooms. Gary suggested that an additional 5-ton air conditioner unit be purchased for the Gordon

building bays at an estimated cost of approximately \$9,000. Evaluation of insulation will need to be done for bay area. Estimates on insulation cost have not been requested. Gary explained that a gasket on the over head door was kicking out and might need attention. Ken made motion to make repairs up to \$9,000 on the Gordon building. Gary made a second. Motion passed 5-0.

- Discuss Status sink installation Graford Emergency Fire Department- There was discussion about getting the sink installation completed as soon as possible.
- Discuss/Report Palo Pinto County Fire Chief & EMS Coordinator- Chief Gary Lee provided a handout. Chief Henderson, Lake Palo Pinto is trying to lower ISO rating in his area. Strawn's ISO needs to be updated. Training at Perdue training center had approximately forty attendees. County Chiefs meeting last Monday had eighteen volunteers and Chiefs in attendance. Chief Lee pointed out problems in supplies for PPE gear. Gear will be outdated and replacement gear is not available.
- Approve/Consider payment Fire truck #130 License plate # 127 0390- Carolyn made a motion to make a payment of \$2,000 on the Mineral Wells Fire truck note. Russell second. Motion passed 5-0. Carolyn ask if Gary Word could bring the final payment number to the next meet for payment.
- Approve/Consider payment Don Shira for storage and diagnosis on Fire truck – Tye reported that he had visited with Don Shira regarding the fire truck that has been parked at Don Shira's business. ESD #1 Commissioners decided to pay for storage. Russell made a motion to pay Don Shira \$500 for storage on fire truck. Gary second. Motion 5-0.
- Approve/Reject Request Forms submitted – Graford VFD request for 3 hand held radios and 5 apparatus radios. Cost was estimated at \$500 each and installation at \$150 apiece. Gary made a motion for Brazos VFD and Graford Emergency Fire to match funds on 5 & 5 hand held and 10 apparatus radios. Russell second. Motion passed 5-0. Lake Palo Pinto request for 6 radios. Tye ask to table consideration until the next meeting.
- Discuss/ Consider/ Approve Annual Reports – Strawn VFD, Gordon FVD, PK West VFD- Strawn VFD was considered. Training hours for Strawn volunteers were discussed. Chief Lee wanted to reach out to Strawn's training officer and secure more details about their efforts. Gordon VFD's Annual Report was presented for consideration. Russell made a motion to approve Gordon's Annual Report and provide funding. Gary second. Motion passed 5-0. PK West Side VFD's Annual Report was considered. Gary made a motion to approve PK West Side VFD Annual Report for funding. Russell second. Motion passed 5-0. Mistie advised that both Departments checks will be written as soon as insurance cost can be secured.
- Update Discussion PK Building Project-OAC Report -Russell provided a building report. He felt progress would be more visible in about 2 weeks because the building will be dried in. There have been no changes in design. Hospital got the water meter in place. Russell questioned furniture needs for the building. Sacred Cross will furnish the EMS portion of the building. Russell is working on FAA regulations for helicopter pad. Lighting of helicopter pads has two options that are being researched. Signage design for building will be worked on next. A meeting will be arranged with the architect, hospital, ESD and Patterson on sign details.
- Discuss Budgets/Sales Tax, Ad Valorem Tax & PK Building- Details for all Budgets are being prepared. Each will be brought to the ESD Board for consideration.
- Set date for next meeting- Next regular meeting August 19, 2021 at the County Extension Office at 5:30pm.
- Adjourn- Meeting adjourned at 7:30pm

Dated this the 20 Day of July 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.