

# NOTICE

## CALLED BOARD MEETING

### PALO PINTO COUNTY EMERGENCY SERVICES DISTRICT #1 Minutes

Palo Pinto County Emergency Services District # 1 Board met on the 17th day of August 2021 at 5:30pm in the County Extension Building, 2215 South 5<sup>th</sup> 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 5:45pm. ESD Commissioners present were Tye Jackson, Ken Backes and Carolyn Land. Gary Word and Russell Madden were not in attendance.
- Public Hearing regarding proposed tax revenue for - Tye called for a Public Hearing beginning at 5:47pm. Tye ask for questions from the Public regarding ESD proposed tax revenue. Several people attended the meeting. A handout was provided of the Public Hearing Notice that was published in the Weatherford Democrat. People ask questions regarding the proposed tax rate of .03 cents. All questions were answered. Tax Assessor and Collector Stacy Choate attended the meeting and helped with questions. There were questions about the definition of the De Minimis rate and the reason for the new tax postcards that had been received through the mail. The Public hearing ended at 5:58pm.
- Public Comments and Announcements- No one wanted to address the ESD Board.
- Approve/Amend/Discuss Minutes of previous meeting-Land-July 15, 2021 Minutes & July 29,2021 Minutes- Ken made a motion to approve the Minutes from the July 15 & 29, 2021 meeting. Carolyn second. Motion passed 3-0.
- Treasures report – Mistie- Report Financials- Mistie did not attend. Carolyn presented the financial report. Report/Discussion Money Market Account-
  - Reconciliate bank statement-The bank statement and check book were provided to Commissioners. After reviewing, Ken made a motion to approve the reconciliation of the Money Market account. Tye second. Motion passed 3-0.

#### Regular 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 provided. Ken made a motion to reconcile the Ad Valorem checking account. Carolyn second. Motion passed 3-0.
- Approval of accounts payable- The following invoices were provided for review: Appraisal District 4<sup>th</sup> Quarter \$5,249.32, Engie \$26.67 & 27.42, Carlton Law Firm \$99 & \$363, Brazos Network \$450, Midcom \$ 1,000, \$2,075, \$125, & \$1,000, American Communication \$676.70 & \$422.80 and Carolyn Land \$200.02. Ken made a motion to approve accounts payable. Carolyn second. Motion passed 3-0.
- Amend 2021 Budget- No Budget amendments were required.

#### Sales Tax checking

- Approval of checks written since last meeting- No checks were written since the last meeting.
- Reconciliate the bank statement- Both the check book and bank statement were provided. After reviewing, Ken made a motion to reconcile the Sales Tax account. Carolyn second. Motion passed 3-0.
- Approval of accounts payable- The following invoices were provided: Sky Camp \$1,700, \$Midcom \$120, Gordon Water Supply \$124.48, Logan Fulford \$250, Brody Scrivner \$325, Reliant \$989.12, TXU \$ 728.22,

United Coop \$25.08, 180 Signs \$44.99, and Ken Backes \$55.16. Ken made a motion to approve the Sales Tax accounts payable. Carolyn second. Motion passed 3-0.

- Amend 2021 EMS Budget- No Budget amendments were presented. Ken spoke about the funding cut from County for EMS. Ken ask that a Budget committee be formed with himself and Gary Word to stream line the Sales Tax budget. The goal of this committee would be to make cuts to the Sales tax Budget since County funding cut \$170,000.

#### PK Building checking

- Approve checks written since last meeting- A check for \$134,253.47 was written for Application # 6. Ken made a motion to approve Teinert building payment. Carolyn second. Motion passed 3-0.
  - Reconciliate bank statement- Commissioners were given the bank statement and check book. After reviewing both, Ken made a motion to approve the reconciliation of the PK Building checking account. Carolyn second. Motion passed 3-0.
  - Approval of accounts payable- No invoices were submitted.
  - Amend 2021 PK Building Budget- No Budget amendments were presented.
- Discuss/ Consider/ Adopt Tax Rate- Carolyn made a motion to adopt Ad Valorem Tax rate of .03 cent per \$100. Ken second. Motion passed 3-0.
  - Discuss/Adopt Tax Rate Resolution-Ken read the Tax Rate Resolution aloud. Ken made a motion to approve the Tax Resolution that set the ESD Ad Valorem tax rate at .03cents per \$100.
  - Discuss/Consider/Approve Engagement letter Edgin, Parkman, Fleming & Fleming CPA firm Audit- No engagement letter was received. Tabled consideration.
  - Discuss/ Update Report Returned VFD Contracts & Request for Contract Amendment- Brazos VFD returned signed contract. Brazos VFD has been toned out and responded.
  - Discuss Status/Report First Responder Program, Training and Schedule- Ken reported that Palo Pinto FRO is up and running. Jackson, Backes and Chief Gary Lee met with PK East about FRO program. They would like to explore life support primarily. Ken thanked Doug McCauley for help with FRO program. Question was asked if PK East will start now as a BLS FRO or wait to see what happens with writing new protocols. Ken pointed out cooperation is going to be necessary for all to work in forming a new FRO.
  - Approve/Report Radio install/programing/performance FireNet Tower operations – Mike reports two Departments, Brazos VFD and PK East VFD, have not completed reprograming. New transmission signals will come into effect as soon as all reprograming is completed. Fire Southwest at Strawn was struck by lightning. Two seats of radios have been ordered and are on hold. Five Graford mobile radios are on back order. New lighting system on Chestnut Mountain Tower will soon be completed. Motorola has a repeater that is coming on-line that could be converted. Analog converter is hard to find. There was a question “What is the Crawford channel?” No license for the Crawford channel or explanation for use.
  - 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. Sacred Cross responded to 107 calls. COVID cases are returning. Finding a place to relocate patients with complications is challenging, again. Dustin is teaching a class. Parkland Trauma Center is sending a crew to Gordon EMS building to recognize a Sacred Cross crew that preformed quick intervention in the care of a deteriorating patient. They plan on being in Gordon on August 24<sup>th</sup> at noon to make a presentation. Dustin still working with PK East on all FRO issues including the State requirements. Last week two medical calls were dispatched in the PK Lake area at the same time. Dustin stated that because of the possible seriousness of each call they reached out to PK East for support.

PK East response was very positive. Dustin questioned the amount of training necessary for basic FRO and ALS FRO?

- Approve/Report on status on EMS buildings and repair- Bathroom sinks have been installed in the Graford building. PK East living quarters at Sky Camp is showing soft spots in the floor. New air conditioner at the Gordon EMS station was installed about a week ago. Hot spot with plug in to ambulance remains a concern. The electrician has been to the building.
- Discuss/Report Palo Pinto County Fire Chief & EMS Coordinator- Gary provided a report.
- Report meeting Railroad/Representative Rogers/Emergency Service Providers- Tye attending a meeting with the Union Pacific railroad. The complaint was blocking the intersections in the various communities.
- Report First Financial pay-off Fire Truck- Gary Word reported that the Fire truck is paid off. The title for this truck is in ESD possession.
- Approve/Reject Request Forms submitted – No request was submitted.
- Discuss/ Consider/ Approve Annual Reports – Brazos VFD Annual Report was presented for consideration. Carolyn made a motion to approve Brazos VFD Annual Report. Ken second. Ken praised Brazos VFD for their training efforts.
- Update Discussion PK Building Project-OAC Report- Russell was not in attendance and no report was available.
- Discuss SAF-D convention and training- Arrangement for the required ESD training will be in Fort Worth at the SAF-D conference, September 16, 17 & 18. All ESD Commissioners are enrolled.
- Set date for next meeting- The next regular ESD meeting will be September 9, 2021 at the County Extension office in Palo Pinto, Texas at 5:30pm.
- Adjourn

Dated this the 22<sup>nd</sup> Day of August 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.