

NOTICE

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

Palo Pinto County Emergency Services District # 1 Board met on the 20th day of January 2022 at 5:30pm in the Possum Kingdom ESD Building, 55 South FM 2353, Graford, Texas 76449.

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

- Call to order and establish quorum. ESD President Tye Jackson called the meeting to Order at 5:35pm. The following Commissioners were present: Tye Jackson, Brent Nance, Gary Word, Michael Henderson and Carolyn Land. A quorum was established.
- Election of Officers- Tye ask that a slate of Officers be selected and presented for consideration at the next Board meeting.
- Public Comments and Announcements- No one wanted to address the Board.
- Approve/Amend/Discuss Minutes of previous meeting-Land- December 16, 2021- Mike made motion to approve the minutes as written. Gary second. Motion passed 5-0.
- Treasures report – Mistie-Discuss/Approve names on Signature Card for all accounts. Carolyn presented the new signature cards for four checking accounts for consideration. Carolyn a motion to approve all five ESD Commissioners names on all four checking accounts. ESD Commissioners whose names should be on all four signature cards are Tye Jackson, Michael Henderson, Brent Nance, Gary Word and Carolyn Land. All checks require two signatures. Gary second. Motion passed 5-0. Consider/Approve Spirit of Texas Banking Contract. Spirit of Texas Bank submitted Contract Bid for consideration. Mistie had started to review the document. Commissioners discussed Spirit of Texas Bank possibly being purchased by another Bank. Gary made a motion to table final consideration until the next ESD meeting. Mike second. Motion passed 5-0. Discuss/Approve Bank Approval Authorization Procedures. Letter. Carolyn explained to the Board that the Bank requires a letter for Mistie Garland, Administrative Assistant, will be given authority to speak with Spirit of Texas on behalf of ESD #1 on banking matters. Carolyn made a motion to allow Mistie Garland to have access to all ESD Spirit of Texas on line banking accounts. A letter will be written by the ESD #1 Board giving her permission to make transfers and inquiries on all four accounts. Gary second. Motion passed 5-0. Motion passes 5-0.
- Report/Discussion Money Market Account-
 - Reconciliate bank statement- The Money Market Bank Statement was reviewed by ESD Commissioners. Carolyn made a motion to approve the reconciliation of the Money Market bank statement. Mike 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 the Regular checking bank statement and check book. Gary motion to approve the reconciliation for the Regular checking account. Mike second. Motion passed 5-0.
 - Approval of accounts payable-Commissioners reviewed invoices submitted in Accounts Payable. Mike made a motion to approve accounts payable for the Regular checking account. Gary second. Motion passed 5-0.
 - Amend 2022 Budget- No amendments were presented.

Sales Tax checking

- Approval of checks written since last meeting- No checks were written since the last meeting.
- Reconciliate the bank statement- The Sales Tax bank statement and check book were passed around for Commissioners review Mike made motion Gary second. Motion passed 5-0.
- Approval of accounts payable
- Amend 2022 EMS Budget- No amendments were presented.

PK Building checking

- Approve checks written since last meeting- No checks were written since the last meeting.
 - Reconciliate bank statement- Commissioners reviewed both the bank statement or PK Building check book. Gary made a motion to approve the reconciliation of the PK Building account. Brent second. Motion passed 5-0.
 - Approval of accounts payable for the PK Building- Mistie provided invoices for the PK Building Accounts Payable. Gary made a motion to approve payment for the PK Building invoices. Brent second. Motion passed 5-0.
 - Discuss budget for PK Building/Completion Date- Paperwork form Teinert indicates building is nearing completion. A review of all Building documents should be available at the next meeting.
- Report/Discuss/ Approve VFD Contract and Annual Report- Mistie reported that Carlton Law Firm is reviewing and cleaning up the language in the VFD contract. The Annual Report and VFD contract need the same standards to be found in each document. Mistie encouraged the Board to participate in comparing the documents. Tye tabled this Agenda item.
 - Discuss Status/Report First Responder Program, Training and Grant and Schedule for all- Gary is working with DSHS on scheduling an inspection of facilities. An Order will be place for new FRO equipment.
 - Approve/Report Radio install/programing/performance FireNet Tower operations - Mike reported that Fire Southwest Tower took a lightning strike back in the fall 2021. Mike believes the antenna and cable have damage. Mike talked to VFIS and they have approved an extension of the claim. Adjuster has authorized repairs at this point. Fire Southeast failed with no power supply. Mike reported FireNet updates need to be reviewed. VHS transmitters would need to be upgraded. Mike delivered 3 of the 5 mobile units to Graford VFD. Commissioners were reminded of Strawn tower rent due March 2022.
 - 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 provided a handout. One trip to PK West this last month.
 - Report on Letter to Santo VFD & EMS requesting separating 501(C)(3)-Mistie- Mistie reported that Santo is not going to separate in two 501C3. The County Accident and Sickness policy is up for renewal. Carlton Law Firm is reviewing opinions and ESD is waiting for procedures/policies to come back in writing to ESD that will outline efforts on moving forward. Santo has been advised that they may need to purchase their own accident and sickness policy.
 - Discuss/Report Palo Pinto County Fire Chief & EMS Coordinator- Gary report that Logan will be the Representative for the Rack. DSHS is scheduling an inspection for FRO.
 - Discuss/ take action as necessary. County training division and funding. -Nathan reported that last year training was on Palo Pinto. Training in Contract is at 24 hours. Request \$8,000 to schedule yearly training. Mike ask about SFFMA training. Nathan said Palo Pinto County is not pursuing SFFMA training. Gary ask about long term plans. No training plan has been written. There was discussion about training throughout the County. Budget request were discussed. A workshop was discussed to review budget and training personnel policy.

- Approve/Consider Request Forms submitted –Gary presented the following Requests: Payment for Santo Heavy Rescue truck in the amount of \$19,000 for Rescue truck payment. Chief Logan Loftin reported on the service calls made by the truck. Mike made the motion to table consideration. Gary second. Motion passed 5-0. Graford VFD was asking for \$15,000 to replace pumps. Graford truck is bad and pump is worn out. Brent suggested that PK West VFD is trying to consolidate equipment. There was discussion about the best way to move forward in repair of equipment. Tye ask that the ESD Board consider funding the pump. Mike made motion to fund half of the pump for Graford \$7,750. Gary second. Motion passed 5-0. Lake Palo Pinto request a battery set of extraction tools costing \$13,250. Gary made a motion to approve the half the extraction cost. Brent second. Motion passed 5-0.
- Discuss/Consider report for ESD PK Building 55 S FM2353, Gordon EMS Building & Graford VFD Building- No formal report was presented. Teinert is still working through a punch list on the PK building.
- Discuss/Consider Status of SAF-D Conference and ESD training- All ESD Commissioners have been enrolled in the Conference, February 17-19, 2022 in Round Rock.
- Set date for next meeting- A February 22,2022 regular meeting was set. Workshop was suggested for February 8, 2022 at 6pm.
- Adjourn- Meeting adjourned at 7:16pm.

Dated this the 28 Day of January 2022

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.