

NOTICE

CALLED BOARD MEETING

PALO PINTO COUNTY EMERGENCY SERVICES DISTRICT #1 Minutes

A Called Session of the Palo Pinto County Emergency Services District # 1 Board met on the 22th day of February 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. President Tye Jackson call the meeting to Order at 5:38pm. ESD Commissioners present were Tye Jackson, Mike Henderson, Brent Nance, and Carolyn Land. Gary Word did not attend. Mistie Garland attended. Chief Gary Lee was not in attendance.
- Election of Officers -Carolyn made a motion to elect the following slate of Officers: Tye Jackson, President; Gary Word, Vice-President; Carolyn Land, Secretary; Mike Henderson, Treasurer; Brent Nance, Assistant Secretary-Treasurer. Brent second. Motion passed 4-0.
- Public Comments and Announcements – No one wanted to address the board.
- Approve/Amend/Discuss Minutes of previous meeting-Land- January 20, 2022- Mike made a motion to approve the Minutes as written. Brent second. The motion passed 4-0.
- Treasures report – Mistie
Consider/Approve Spirit of Texas Banking Contract. - Spirit of Texas Bank is being purchased by Simmons Bank, at the last ESD meeting the Board questioned whether a new contract on Simmons Bank letterhead was necessary. Jeff Stewart, Regional President Simmons Bank, sent a contract for review on Simmons Bank Letterhead. Carolyn made motion to sign the contract as presented. Mike second. Motion passed 4-0.
- Report/Discussion Money Market Account-
 - Reconciliate bank statement-The bank statement was presented for consideration. Mike made a motion to approve the reconciliation of the Money Market bank statement. Brent second. Motion passed 4-0.

Regular checking

- Approval of checks written since last meeting – Checks for SAF-D conference were written to each ESD Commissioner for per diem travel and hotel expenses. Brent made motion to approve checks written since the last meeting. Mike second. Motion passed 4-0.
- Reconciliate the bank statement- Both the check book and the bank statement were presented for consideration. Mike made a motion to approve the reconciliation of Regular checking account. Brent second. Motion passed 4-0.
- Approval of accounts payable- Mistie provided a handout for accounts payable. Commissioners reviewed invoices and accounts payable list. Mike made motion to pay accounts payable. Brent second. Motion passed 4-0.
- 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- Both the bank statement and check book were presented. Both reflect the same ending balance. Brent made a motion to approve reconciliation of the Sales Tax bank statement. Tye second. Motion passed 4-0.
- Approval of accounts payable- Mistie provided a Sales Tax handout of accounts payable for Commissioners to review. All invoices were provided. Mike made a motion to approve payments of accounts payable. Brent second. Motion passed 4-0.
- 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- Both the bank statement and check book were presented for Commissioners to review. Mike made motion to approve the reconciliation of the PK Building account. Brent second. Motion passed 4-0.
 - Approval of accounts payable- Mistie informed Commissioners that ESD is making the First payment on the PK Building. Brent made motion to approve accounts payable on the PK Building account. Mike second. Motion passed 4-0.
 - Discuss budget for PK Building/Completion Date- After the building is complete, a detailed outline of expenditures will be provided. Teinert will make a visit to the PK building by next week.
- Report/Discuss/ Approve VFD Contract and Annual Report- The Board was not prepared to discuss this Agenda item. Carolyn stated efforts to compare the Contract and Annual Report should be available for consideration at the next ESD meeting.
 - Consider/Approve Bennet's Office Supply & Equipment for service on Copier- Carolyn made a motion to approve the Service contract with Bennett's Supply on the copier. Brent second. Motion passed 4-0.
 - Discuss Status/Report First Responder Program, Training and Grant and Schedule for all—Dustin provided a report on an FRO State inspection. Dustin outlined the items that will be included in the inspection.
 - Approve/Report Radio install/programming/performance FireNet Tower operations – Mike reported that FireNet antennas having repeated freezing ice buildup is causing the problem with County wide communication. Fire Net update issues need to be discussed at length. VFIS insurance check has been received for Claim on Strawn tower damage. Mike has ordered necessary replacement equipment. Mike responded to recent fire sites to aid with communication.
 - 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 and gave a report. 911 Calls for January was 76. Highlights in the report included Mutual Aid to Mineral Wells was fifteen, and 2 air transports from PK helipad.
 - Discuss/Report Palo Pinto County Fire Chief & EMS Coordinator- Chief Gary Lee did not attend.

- Discuss/Consider proposals for next year's tax dispersals to Departments- No information was provided.
- Approve/Reject Request Forms submitted and possible name change- There was discussion about the ESD creation of Request Forms as an emergency funding document. Mistie reminded the Board that after the Surprise Fire the funding for Departments from the Buckets and Boots no longer exist. The final Bucket and Boots payment was approximately, \$85,000. ESD Commissioners discussed the possibly of Departments submitting bank statements and budgets with Request Forms in the future. No action was taken. Commissioners did agree that Request should be for Department emergencies.
- Discuss/Consider report for ESD PK Building 55 S FM2353, Gordon EMS Building & Graford VFD Building- Reports on each building was provided. Recent rains caused leaks in Graford building. Mistie was ask to call building contractor. Carolyn, Brent and Mike were asked to continue to work on PK Building.
- Discuss/Report on SAF-D Conference and ESD training- Mistie reported that she had received Gary Word's certificate from recent conference. Commissioners were encouraged to complete SAF-D certificate request. These will be needed for Audit.
- Set date for next meeting- A workshop is scheduled for March 3, 2022 at 6pm location to be determined. A regular meeting is scheduled for March 10, 2022 at 5:30pm at the PK Building.
- Adjourn- The meeting adjourned at 7:08.

Dated this the 28 Day of February 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.