

# NOTICE

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

Palo Pinto County Emergency Services District # 1 Board met on the 10th day of March 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 called the meeting to Order at 5:39pm. The following ESD Commissioners were present: Tye Jackson, Brent Nance, Mike Henderson and Carolyn Land. Mistie Garland attended. Gary Word did not attend.
- Public Comments and Announcements- No one wanted to address the Board.
- Approve/Amend/Discuss Minutes of previous meeting-Land- February 22, 2022 & March 3, 2022 Mike made a motion to approve Minutes for February 22, 2022 and March 3, 2022 as written. Brent second. Motion passed 4-0.
- Treasures report – Mistie- Report on 2021 Audit- Mistie reported that 2021 financials are being finalized for the Audit. She hopes that the Audit can be taken to Wichita Falls by April.

### Report/Discussion Money Market Account-

- Reconciliate bank statement- The Money Market bank statement was provided. Commissioners reviewed. Carolyn made a motion to approve the reconciliation of the Money Market account. Mike 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 check book and bank statement were provided. Commissioners reviewed. Mike made a motion to approve the reconciliation of the Regular checking account. Brent second. Motion passed 4-0.
- Approval of accounts payable- Invoices were provided for review. Brent made a motion to approve payment of accounts payable. Mike 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 to Commissioners. Both reflect the same ending balance. Mike made a motion to approve the reconciliation of the bank statement. Brent second. Motion passed 4-0.
- Approval of accounts payable- Invoices and Accounts payable were provided and reviewed. Mike made a motion to approve Sales tax accounts payable. Brent second. Motion passes 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 check book and bank statement were reviewed. Mike made a motion to approve the reconciliation of the bank statement. Brent second. Motion passed 4-0.

- Approval of accounts payable- Invoices were provided Mike made motion. Brent second.
- Discuss budget for PK Building/Completion Date- Commissioners requested final financials on the building.
- Report/Discuss/ Approve VFD Contract and Annual Report- Carolyn reviewed the Annual Report. Carolyn made a motion to approve the Annual Report. Brent second. Motion passed 4-0. Mistie provided the contract for review. Mike made motion to approve contract as presented. Brent second. Motion passed 4-0.
- Discuss/Approve tax dispersals to Department- The tax dispersal amount was approved because the amount is stated in the Contract. Contract stated \$45,000 tax distribution this year.
- Discuss Status/Report/Take action First Responder Program, Training and Grant and Schedule for all- Dustin reported that First Responder Program is scheduled to set a date to train with EMS.
- Approve/Report Radio install/programing/performance FireNet Tower operations – Strawn tower equipment has been ordered. There was no new information on Quantar equipment upgrades. Funding remains an issue.
- Approve /Reject bids from Fire Departments for equipment purchased in excess of \$50,000.00 dollars. No bids submitted.
- Review 911 Call Sheets/Sacred Cross EMS- Dustin provided a handout. The report included seventy-one 911 Calls. Data was reviewed. Sacred Cross provided 37 transports. Response time was calculated at 11.48 seconds.
- Discuss/Report Palo Pinto County Fire Chief & EMS Coordinator- Chief Gary Lee did not attend.
- Discuss/ Consider/Approve Letter to Property Owners for Big Fires in the County with Department information-Commissioners reviewed a letter template that was written to advise Ranchers of Departments that respond to fire events on their property. Commissioners discussed content. It was suggested that information in the letter should include 501C information. Letters will be sent to Rhodes Ranch and Guten Tag Ranch. Mike made a motion to approve the letter. Brent second. Motion passed 4-0.
- Approve/Reject Request Forms submitted- No request forms were presented.
- Discuss/Consider report for ESD PK Building 55 S FM2353, Gordon EMS Building & Graford VFD Building- PK Building had a hot water failure. Repairs have been made and hot water is back on in the building. Dustin provided a report on all the buildings.
- Set date for next meeting-The next meeting is scheduled for April 21, 2022 at 5:30pm at the PK Building.
- Adjourn- The meeting adjourned at 6:55pm.

Dated this the 15<sup>th</sup> Day of March 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.