

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 19th day of May 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 5:35pm. The following ESD Commissioners were present: Tye Jackson, Gary Word, Michael Henderson, Brent Nance and Carolyn Land. Mistie Garland and Chief Gary Lee attended.
 - Public Comments and Announcements-No one wanted to address the Board.
 - Approve/Amend/Discuss Minutes of previous meeting-Land- April 21, 2022 Gary made a motion to approve the Minutes as written for the April 21, 2022 meeting. Mike second the motion. Motion passed 5-0.
 - Treasures report – Mistie- Report /Approve 2021 Audit and Presentation Palo Pinto Commissioners Court - Mistie provided copies of the 2021 Audit from Edgin, Parkman, Fleming & Fleming. Carolyn made a motion to approve the Audit as presented. Mike second. Motion passed 5-0.
- Appoint Budget Committee to study Ad Valorem & Sales tax- Tye appointed Mike Henderson and Carolyn Land to serve on the Budget committee.
- Carolyn reported that fees charged by the Appraisal District will be reviewed after the District Court hearing regarding ESD #2 ad valorem tax case in October 2022.

- Report/Discussion Money Market Account-
 - Reconciliate bank statement- The money market bank statement was provided for review. Gary made a motion to approve the Money Market reconciliation as presented. Brent 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- Both the bank statement and check book were presented. Commissioners reviewed all. Mike made a motion to approve the reconciliation of the bank statement. Brent second. Motion passed 5-0.
- Approval of accounts payable- Invoices were provided for review. Brent made a motion to pay accounts payable. Mike second. Motion passed 5-0.
- Amend 2022 Budget- No budget amendments were presented.

Sales Tax checking

- Approval of checks written since last meeting- Two checks were written since the last meeting. The two checks were to Gordon Water Department and PK Water Supply. Mike made a motion to approve the two checks written since the last meeting. Brent second. Motion passed 5-0.
- Reconciliate the bank statement- Both the check book and Sales Tax bank statement were provided. Commissioners reviewed. Mike made a motion to approve the reconciliation of the bank statement. Brent second. Motion passed 5-0.
- Approval of accounts payable- All Sales tax invoices were provided for review by Commissioners. Gary made a motion to approve payment of accounts payable. Brent second. Motion passed 5-0.
- Amend 2022 EMS Budget- No amendments were presented.

PK Building checking

- Approve checks written since last meeting- One check to Parker County Grass was written for hydro mulch that was spread around the helicopter landing area. Mike made a motion to approve check written since the last meeting. Gary second. Motion passed 5-0.
- Reconciliate bank statement- Both the check book and bank statement were provided. Commissioners reviewed. Mike made a motion to approve the reconciliation of the PK Building bank statement. Brent second. Motion passed 5-0.
- Approval of accounts payable- Invoices were provided for review by the Commissioners. Mike made a motion to approve the accounts payable as presented. Gary second. Motion passed 5-0.
- Discuss budget for PK Building- Brent discussed details for the purchase of an ice machine for the bay.
- Report/Discuss/ Approve VFD Contract and Annual Report funding- Graford Emergency Fire District, Lake Palo Pinto VFD, Brazos VFD- Commissioners considered Graford Emergency Fire District Annual Report. Mike made a motion to fund Graford Emergency Fire tax funds. Gary second. Motion passed 5-0. Brazos VFD Annual Report was considered next. Mike made motion to approve Brazos VFD Annual Report funding. Gary second. Motion passed 5-0. Lake Palo Pinto VFD Annual Report was reviewed. Commissioners questioned if the Lake Palo Pinto VFD contract had been signed. Mike made a motion to approve funding to Lake Palo Pinto contingent on receiving their contract. Brent second. Motion passed 5-0. Before the meeting adjourned, the contract was found and presented.
- Discuss Annual Report information regarding truck maintenance and equipment- The Annual Report normally contained a vehicle information sheet. Chief Lee thought the he would be able to keep up with maintenance. Commissioners discussed with Chief Lee maintenance records. Chief reported each Department was keeping their own vehicle records.
- Discuss Status/Report First Responder Program, Training Schedule for all—Chief Lee is waiting on signature from the Dr. Fleming on the new protocols. Protocols for FRO were discussed and terms in FRO contracts. Dustin reported only one skill was added. A list of FRO supplies was adjusted. PK East is ready to come on line for FRO services.
- Approve/Report Radio install/programing/performance FireNet Tower operations – Mike Simpson reported solar flares and sun spots being problematic with radio communication.
- Approve /Reject bids from Fire Departments for equipment purchased in excess of \$50,000.00 dollars. No bids were received.
- Review 911 Call Sheets/Sacred Cross EMS- Dustin provided a handout. Sacred Cross responded to a total of 63 calls in March 2022. Two calls to PK West side were included in the total. Mineral Wells PD hosted a heart safe meeting and Sacred Cross attended. Sacred Cross attended Hospital Summer Specular event held at the PK Clinic.
- Discuss/Report Palo Pinto County Fire Chief & EMS Coordinator- Gary provided a written report. The ESD #1 policy for POV response was included in the packet. Chief Lee talked to the board about a grant to get all SCBA bottles inspected/certified. A spreadsheet with expiration dates might need to be generated to determine the total number and expiration dates for all County SCBA bottles. Chief Lee read a list of questions generated from the VFD Chiefs attending the Chiefs meeting. A few of the questions ask include: Why the 2022 ESD #1 Budget was not on the website? Why Departments could not bring their SCBA bottles to one Department for testing? Could there be an AFG grant that could be applied for future efforts. Departments felt they had political numbers that could influence County elections. Training cost and higher fuel prices were also questions submitted.
- Discuss/Report on single dispatch system for the County- Nathan reported only 2 departments are not using e-dispatch. It was discussed that possibly it would save approximately \$100. Tye talked to the

group about trying to get a unified system County wide. Question who would manage the account. Another suggestion was if isn't broke let things stay the same. Commissioners took no action.

- Discussion on status of PK Airport- Kelli Carlton provided an opinion regarding BRA donating the PK Airport to ESD #1. She advised the basically ESD #1 has no statutory reason to own an airport.
- Discuss policy for Peer Review Committee- The Peer Review information was sent to Kelli Carlton. Kelli advised that Peer Review Committees worked for employed Departments. ESD contracts with volunteer departments that should have policies in place that support ESD #1 policies. When volunteers break policies, it is the responsibility of the Department to address the complaint.
- Approve/Reject Request Forms submitted- No forms were submitted. Chief Lee requested a tool box for his truck. Chief was asked to get a price on the type of tool box he believes would fit his needs and bring that information back to the board.
- Discuss/Consider report for ESD PK Building 55 S FM2353, Gordon EMS Building & Graford VFD Building- PK Building had a roof leak. A leak report was turned into Teinert Construction. Massey Pest submitted a bid for pest control. Commissioners decided to accept the bid for monthly service. There was discussion about electric cord reels and where they were needed. Tye suggested that getting bids for electric cord reels would be helpful.

Mistie looked up the electric bills for Graford and Gordon buildings. Mistie was ask to check into electrical companies that service these two areas.

- Report on landscaping PK Building- PK Handyman, Kyle Walker, submitted a bid for monthly service. Commissioners discussed and decided to accept this service. Additional information for landscape material will be provided as it becomes available.
- Report on Calendar for Events- PK Family Health Spectacular was held at the PK building May 14, 2022., PKLA Annual Meeting is June 11, 2022. Breakfast will begin at 8:30am and business meeting at 10am.
- Set date for next meeting- The next ESD meeting was set for June 9, 2022 at 5:30pm at the PK building.
- Adjourn- The meeting adjourned at 7:23pm.

Dated this the 25th Day of May 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.