

January 16, 2025

The Rusk County Emergency Services District #1 met on this date at 7:09 p.m. with Board President David Burks presiding. Board Members present were Brian Bathke, Gloria Dooley, Jiffy Dukes and Wayne Griffith. The meeting was opened with a prayer from Fire Marshal Patrick Dooley followed by the pledge to the American flag.

A roll call of departments present was recorded as follows: Carlisle, Church Hill, Crims Chapel, Eastside, Elderville, Garrison, Henderson, Kilgore, Kilgore Rescue, Laneville, Mt. Enterprise, New London, New Salem, Overton, Reklaw, Tatum and Rusk County Rescue. Departments recorded as absent were the Texas Forest Service.

The minutes of the previous meetings were then presented to the Board for their consideration and approval as emailed. On a motion made by Board Member Jiffy Dukes, and duly seconded by Board Member Brian Bathke, the minutes were approved as emailed with a unanimous vote of the Board.

The financial report was then presented to the Board for their consideration and approval by Administrative Assistant Dawn Taylor. She reported a beginning balance in the District's checking account in the amount of \$550,703.94 and after deposits and disbursements, an ending balance in the amount of \$412,660.62; the Construction account showed a beginning balance in the amount of \$289,943.58 and one disbursement in the same amount for an ending balance of zero; the Reserve Money Market account showed a beginning balance in the amount of \$34,555.57 with interest earned in the amount of \$71.38, for an ending balance in the amount of \$34,626.95; the General Money Market account showed a beginning balance \$807,113.78, with interest earned in the amount of \$1,667.30, for an ending balance in the amount of \$808,781.08; the Obligations Money Market account showed a beginning balance in the amount of \$994,016.86 with interest earned in the amount of \$1,794.16 and disbursements in the amount of \$447,378.00, for an ending balance in the amount of \$548,433.02; and the Sales and Use Tax Money Market account showed a beginning balance in the amount of \$1,906,400.92, with interest earned in the amount of \$4,238.36, for an ending balance in the amount of \$2,220,175.83 Also included with the report was a

Page -2-

Profit versus actual, department breakdowns, reconciliations on all accounts and current budget versus actual. On a motion made by Board Member Jiffy Dukes, and duly seconded by Board Member Brian Bathke, the financial report was approved as presented by a unanimous vote.

The next item on the agenda was the payment of bills. The Treasurer presented the payment of bills as emailed to the Board for their consideration and approval. On a motion made by Board Member Jiffy Dukes, and duly seconded by Board Member Brian Bathke, the payment of bills was approved as emailed by a unanimous vote.

The first item under Old Business was to consider, discuss and possibly approve any pending items regarding the remodel of the training facility. The first item was a quote from Blazer Electric to replace the sensor light controls in the meeting room and command center to 3 way switching as these controls had already been replaced once and still weren't working. After a brief discussion it was decided that since they were still under warranty to just replace them with the same controls until the warranty expires. A motion to deny the change order was made by Board Member Brian Bathke, and duly seconded by Board Member Jiffy Dukes. The motion passed with a unanimous vote. Board Member Gloria Dooley then gave the Board the final contract costs on the remodel \$2,243,519.91 which was \$327,242.09 under the construction loan amount. Out of scope work amounted to \$564,209.82 and the difference of these was \$236,967.73 over anticipated costs. No action taken.

The next item under Old Business was to consider, discuss and possibly approve anything pertaining to radio communications in the District. IT Manager Michael Searcy presented a request in the amount of \$4,555.10 to purchase new patch kits to be able to complete the patch from VHF to UHF with dispatch as the old kits would not work. A motion to approve the purchase was made by Board Member Brian Bathke, and duly seconded by Board Member Gloria Dooley. The motion passed with a unanimous vote.

The next item under Old Business was to consider and possibly approve the ESD buying the necessary computer to regin the District's trucks. Board

Page -3-

Member Jiffy Dukes moved to once again table the item due to a lack of cost numbers at this time. The motion was seconded by Board Member Brian Bathke and passed with a unanimous vote of the Board.

The last item under Old Business was to consider and possibly approve a list of personnel for building access control. After a brief discussion, a motion to limit the additional personnel to only Chiefs and Assistant Chiefs was made by Board Member Gloria Dooley, and duly seconded by Board Member Jiffy Dukes. The motion passed with a unanimous vote of the Board. A formal policy will be presented to the Board in February with details for the Board to consider adopting.

Under new Business the first item was to consider and possibly approve a letter of engagement from Morgan LaGrone, CPA, PLLC for 2025. Board Member Gloria Dooley presented the letter of engagement to initiate our formal 2025 audit. A motion to approve was made by Board Member Jiffy Dukes, and duly seconded by Board Member Brian Bathke. The motion passed with a unanimous vote.

The next item under New Business was to consider and possibly approve a letter of engagement from the Carlton Law Firm. Board Member Gloria Dooley presented the requested letter due to the lack of response from their current Board attorney she requested a change to the Carlton Law Firm. A motion to approve the engagement was made by Board Member Brian Bathke, and duly seconded by Board Member Jiffy Dukes. The motion passed with a unanimous vote of the Board.

At 7:36 p.m. Board President David Burks adjourned the regular meeting and called for an Executive Session. The Executive Session was adjourned at 8:11 p.m. and Board President David Burks reconvened the regular meeting at 8:15 p.m. Board President David Burks announced that no action was taken as a result of the Executive Session regarding the purchase of real property.

The next item under New Business was to consider and possibly approve concrete bids for the Tatum VFD. Chief Rayford Gibson asked that the item be tabled as he did not have all of the bids for the project. A motion to table was

Page -4-

made by Board Member Jiffy Dukes, and duly seconded by Board Member Brian Bathke. The motion passed with a unanimous vote.

The next item under New Business was to consider and possibly approve 2025 vehicle bids for the Reklaw VFD and the Rusk County Rescue Unit. Reklaw VFD presented two bids to the Board and due to the vast differences in the bids, Board Member Jiffy Dukes made a motion to table so the Board had more time to review the bids line by line. The motion was duly seconded by Board Member Brian Bathke and passed with a unanimous vote of the Board.

Chief Craig Christian of the Rusk County Rescue Unit presented to the Board two bids for a base line truck to be used as a First Responder vehicle. The Board reviewed both bids and a motion was made by Board Member Jiffy Dukes, and duly seconded by Board Member Brian Bathke, to accept the bid from Freedom Chevrolet at a cost of \$51,800.00 contingent on receipt of a cooperative quote sheet. The motion passed with a unanimous vote of the Board.

The next item under New Business was to consider and possibly approve amending the 2024 budget to reflect the Sales and Use Tax revenue collected from June through December 2024. A motion to approve was made by Board Member Gloria Dooley, and duly seconded by Board Member Jiffy Dukes. The motion passed with a unanimous vote of the Board.

The next item under New Business was to consider and possibly approve the purchase of a set of tires for the Carlisle VFD at a cost of \$3,702.20. The Board reviewed the quote and a motion to approve was made by Board Member Brian Bathke, and duly seconded by Board Member Jiffy Dukes. The motion passed with a unanimous vote.

The next item under New Business was to consider and possibly approve the replacement cost for 11 SCBA masks that had failed certification for the Carlisle VFD. After a discussion with department members, the Board requested that the masks be retested, with that cost being paid by the ESD, and then the request be resubmitted based on the results of retesting. A

motion to table was made by Board Member Jiffy Dukes, and duly seconded by Board Member Brian Bathke. The motion passed with a unanimous vote.

The next item under New Business was to consider and possibly approve the purchase of 6 sets of dual cert gear for the Henderson FD volunteers at a cost of \$5,818.98. After a brief discussion, a motion to approve the request was made by Board Member Jiffy Dukes, and duly seconded by Board Member Gloria Dooley. The motion passed with a majority vote with Board Member Brian Bathke abstaining.

The next item under New Business was to consider and possibly approve tender repairs cost from 2024 for the New Salem VFD in the amount of \$2,350.00. After a review of the invoice, a motion to approve was made by Board Member Gloria Dooley, and duly seconded by Board Member Brian Bathke. The motion passed with a unanimous vote of the Board.

The next item under New Business was to consider and possibly approve reimbursement to the New Salem VFD for the cost of member's EMR certification not covered by grants in the amount of \$560.30. After of a review of the documentation, a motion to approve was made by Board Member Brian Bathke, and duly seconded by Board Member Jiffy Dukes. The motion passed with a unanimous vote.

The next item under New Business was to consider and possibly approve direct payment to Siddons Martin for repairs to the Overton VFD county tender in the amount \$24,341.26. As these repairs were reported three months ago, the Board reviewed the final invoice and an additional invoice in the amount of \$1,085.36. A motion to approve all of the costs for repairs was made by Board Member Gloria Dooley, and duly seconded by Board Member Jiffy Dukes. The motion passed with a unanimous vote of the Board.

The next item under New Business was to consider and possibly approve paying for the second member of the Carlisle VFD on the tender inspection at a cost of \$1,400.00. After a discussion, a motion to pay this cost and in the future pay for one additional department member on inspections was made by Board Member Jiffy Dukes, and duly seconded by Board Member Brian

Bathke. The motion passed with a unanimous vote of the Board.

The next item under New Business was to consider and possibly approve the adoption of a new policy for the interior of the training facility. Board Member Gloria Dooley presented the policy prohibiting smoking, vaping or dipping in the interior of any of the buildings. A motion to approve was made by Board Member Brian Bathke, and duly seconded by Board Member Jiffy Dukes. The motion passed with a unanimous vote of the Board.

The next item under New Business was to consider and possibly approve bids from the New Salem VFD for a new station. A motion to table the item until the February meeting was made by Board Member Jiffy Dukes, and duly seconded by Board Member Wayne Griffith. The motion passed with a unanimous vote of the Board.

The last item under New Business was to consider and possibly approve the purchase of the old city hall building for use by the Mt. Enterprise VFD. The Board agreed that the purchase of the property would be beneficial to the department and provide them with meeting and training space that they didn't currently have in their station. A motion was made to tentatively approve the purchase contingent on an inspection of the building and a new survey of the property to be purchased. The motion also included authorization of Board Treasurer Gloria Dooley initiating the purchase and having the authority to sign any paperwork associated with the purchase of said property. Motion made by Board Member Jiffy Dukes, and duly seconded by Board Member Wayne Griffith. The motion passed with a unanimous vote of the Board.

Under public comments Board Member Gloria Dooley informed all Board Members attending the annual Safe-d meeting that their room reservation information would be emailed to them before the meeting and that a schedule of workshops had also been emailed to them. Mike O'Connor informed the meeting that the building had been approved by the State for the EMT training and that the price had dropped to \$500.00. All participants must complete a comprehensive background check due to the clinicals being done in hospital ERs and the EMS protocols. The deadline for signing up for the class is January 31st. Board Treasurer Dooley announced that for the very first

Page -7-

time ever, all departments had turned in their annual certification paperwork and that everyone would be receiving their annual funding checks after the meeting.

There being no further business to come before the Board at this time, a motion to adjourn was made by Board Member Gloria Dooley, and duly seconded by Board Member Brian Bathke. On a unanimous vote of the Board, the meeting was adjourned at 9:01 p.m.

Secretary

President