

May 16, 2024

The Rusk County Emergency Services District #1 met on this date at 7:08 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 Chief Rayford Gibson 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, Rusk County Rescue, Laneville, Mt. Enterprise, New London, New Salem, Overton, Reklaw and Tatum. Departments recorded as absent were: Texas Forest Service, Kilgore and Kilgore Rescue.

The minutes of the previous meetings in March and April 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, all of the minutes were approved as emailed by a unanimous vote of the Board.

The financial report for the months of March and April were then presented to the Board for their consideration and approval by Board Treasurer Gloria Dooley. March 2024- Construction Account showed a beginning balance in the amount of \$0.00 with one deposit in the amount of \$272,583.50, for an ending balance in the same amount; the checking account showed a beginning balance in the amount of \$908,659.52 and after deposits and disbursements an ending balance in the amount of \$787,360.05; the General Money Market account showed a beginning balance in the amount of \$1,247,596.54, with one deposit in the amount of \$850,000.00 and interest earned in the amount of \$5,065.10, for an ending balance in the amount of \$2,102,661.64; the Reserve Money Market account showed a beginning balance in the amount of \$33,809.17, with interest earned in the amount of \$86.15, for an ending balance in the amount of \$33,895.32; and the Obligation Money Market account showed a beginning balance in the amount of \$743,928.97, with interest earned in the amount of \$1,895.49 for an ending balance in the amount of \$745,824.46; April 2024- the Construction account showed a beginning balance in the amount of \$272,583.50, with one disbursement in the same amount, for an ending balance in the amount of \$0.00; the checking account showed a beginning balance in the amount of \$908,659.52 and after deposits and disbursements, an ending balance in the amount of \$379,691.38; the General Money Market account showed a beginning balance in the amount of 2,102,661.64, with deposits and interest earned in the amount of \$5,453.82, for an ending balance in the amount of \$2,517,473.66; the Obligations Money Market account showed a beginning balance in the amount of \$ 745,824.46 and after disbursements and interest earned in the amount of \$1,799.99, an ending balance in the amount of \$303,044.25; and the Reserve Money Market account showed a beginning balance in the amount of \$33,895.32, with interest earned in the amount of \$83.58, for an ending balance in the amount of \$33,978.90. Also included with these reports was a budget versus actual,

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profit and loss versus actual; department breakdowns, reconciliations on all accounts and yearly department totals. On a motion made by Board Member Wayne Griffith, and duly seconded by Board Member Brian Bathke, the financial reports were approved as read with a unanimous vote of the Board.

The payment of bills was then presented to the Board for their consideration and approval by Board Treasurer Gloria Dooley. She read aloud all bills paid during March and April and there were no questions or discussion. A motion to approve the payment of bills as presented was made by Board member Wayne Griffith and duly seconded by Board Member Brian Bathke. The motion passed with 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. Board Treasurer Gloria Dooley presented a change order from Blazer Electric in the amount of \$675.00 for installing lights on the north side of the training room; an invoice from Blazer Electric for out-of-scope work to repair a damaged chase in the amount of \$540.00; a request from the land scape company to change the 10" drain line to 4" French drains on the front of the building; requested setting a date of May 29<sup>th</sup> at 5:30 p.m. to open asphalt bids; reprogram gates so that they aren't opening automatically every day but only on demand. A motion to approve all changes was made by Board Member Brian Bathke, and duly seconded by Board Member Jiffy Dukes. The motion passed with a unanimous vote.

The first item under New Business was to consider and possibly approve an exemption from taxes for the Joseph L. Koch estate and Threadgill-Boles Partners for the 2024 tax year. These two exemptions are long standing exemptions granted by the Board on a yearly basis. A motion to approve was made by Board Member Brian Bathke, and duly seconded by Board Member Jiffy Dukes. The motion passed unanimously.

The next item under New Business was to consider and possibly approve adoption of a Procedure for Open Records Request and form to be used by the ESD and VFDs. A motion to approve and adopt the Procedure and form 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 a Resolution Establishing A Records Management Policy for the ESD. As having a Records Management Policy is required by State law, a motion to approve the written policy was made by Board Member Brian Bathke, and duly seconded by Board Member Jiffy Dukes. The motion passed with a unanimous vote and will be submitted to the state department of archives within the prescribed time period.

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The next item under New Business was to consider and possibly approve changes to the Eastside VFD Rescue/Brush truck in the amount of \$3,569.16. After a review of the changes a motion to approve 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 and the department will be responsible for the cost.

The next item under New Business was to consider, discuss and approve any actions regarding requests from Sheriff Valdez regarding dispatch procedures during weather events. Sheriff Valdez thanked the ESD Board and departments for their help during the many weather events that have occurred over the past several months and requested that during these events that departments keep their responds to dispatch as brief as possible and then to clear the channel and go to their talk around channel as there is an increase in calls and traffic during these events. He asked that departments remember that dispatchers had many things and calls going on at these high volume times and unnecessary chatter on the dispatch channel was distracting and disruptive. He also complimented the ESD on the new building facility and said that he was going to be requesting a 3<sup>rd</sup> dispatcher and station in his 2025 budget and would like the support of the fire district as this third person could be used during events to dispatch from the ESD building as our system could be tied into the S.O. cad and RMS. He might also approach the county on setting up the building as a PSAP center. The Board suggested that he might seek to set up a workshop between the commissioners court and the ESD so these items could be discussed more in detail. No action was taken.

The next item under New Business was to consider and possibly approve reimbursement to the Laneville VFD for bunker gear and dual gear at a cost of \$5,521.12. Tina Dukes submitted the request along with check copies and invoices on the gear. A motion to approve the reimbursement was made by Board Member Brian Bathke, and duly seconded by Board Member Wayne Griffith. The motion passed with a majority vote of the Board. Board Member Jiffy Dukes abstained from the vote.

The next item under New Business was to consider and possibly approve relocation of the North tower VHF repeater to Tatum until the Oak Hill tower is completed. After a brief discussion, it was agreed that further information was needed. A motion to table the item 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 replacement of 2 sets of out of date bunker gear for the Carlisle VFD. Chief Curt Curtis made the request and said that it was recently discovered that they had 2 sets of gear for active members that had expired. A motion to approve the request, not to exceed \$8,000.00, was made by Board Member Jiffy Dukes, and duly seconded by Board Member Wayne Griffith. The

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motion passed with a unanimous vote of the Board.

The next item under New Business was to consider and possibly approve replacement tires for the Tatum VFD tender and oldest engine at a cost of \$3,900.00. The quote received did not specify the brand of the tires, the ply on the tires, the ply on the sidewalls or the rating on the tires. The Board requested that Chief Rayford Gibson gets these answers before approval to purchase as the Board wanted to make sure they were buying the correct tires for the safety of all the department members. A motion to table was made by Board Member Gloria Dooley, 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 request from the Mt. Enterprise VFD to keep one of their old tenders. Chief Case requested that they keep the '98 Ford tender for back up purposes and sell their other tender. A motion to approve the request as long as it was cost effective to do so, was made by Board Member Jiffy Dukes, and duly seconded by Board Member Wayne Griffith. The motion passed with a unanimous vote.

The next item under New Business was to consider, discuss and possibly approve estimated tax values and the impact on the 2025 operating budget. Board Treasurer Gloria Dooley explained that based on the estimated tax values , we would collect approximately 10% less next year due to a decrease in the estimated net mineral, utility and industrial values in the county. While the certified values would be slightly higher, the Board should keep in mind that there would less revenue from property tax collections next year. No action was taken.

The next item under New Business was to consider and possibly approve payment to Stokes & Associates, Inc. for design services in the amount of \$2,800.00. These services were to prepare an asphalt bid package for the ESD training facility. A motion to pay the invoice 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 vehicle purchases for 2024. Four departments had made requests for vehicles during the workshop held by the ESD. The Board discussed all four requests and agreed that the large increase in the costs of these vehicles made it impossible for the ESD to purchase 4. A motion was made to approve the purchase of a tender for the Carlisle VFD and a rescue/brush truck for the Laneville VFD was made by Board Member Brian Bathke, and duly seconded by Board Member Gloria Dooley. The motion passed with a majority vote, with Board Member Jiffy Dukes abstaining. Both departments will bring to the June ESD

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meeting bids for the trucks for the Board to review for approval. Bids must be through a bidding cooperative group.

The next item under New Business was to consider and possibly approve reimbursement to the New Salem VFD for 8 replacement cylinders at a cost of \$4,464.47. After review of the invoice presented by Bill Ruby, a motion to approve the reimbursement was made by Board Member Brian Bathke, and duly seconded by Board Member Wayne Griffith. The motion passed with a unanimous vote of the Board. Reimbursement will be made when check copy is received.

The last item under New Business was to consider and possibly approve co-hosting an annual 911 Memorial Walk with the Rusk County Firefighters Association on September 7<sup>th</sup>. Board Member Gloria Dooley presented the request and asked the Board to host the event and pay for commemorative challenge coins to be given to each walk participant. The cost for the coins is around \$2,000.00 and the walk would end at the ESD building where light refreshments would be served. 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.

Under public comments Shaine Reeder of Safe Industries introduced the products handled by the company and offered his help with equipment purchases and pricing. Departments were reminded of the Touch-a-Truck events on June 6<sup>th</sup> at the depot museum and June 26<sup>th</sup> at the Expo Center; and a reminder that on May 18<sup>th</sup> there would be boat races at Lake Striker.

There being no further business to come before the Board at this time, a motion to adjourn was made by Board Member Jiffy Dukes, and duly seconded by Board Member Brian Bathke. On a unanimous vote of the Board, the meeting was adjourned at 8:43 p.m.

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Secretary

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President

