

July 20, 2023

The Rusk County Emergency Service District #1 met on this date at 6:35 p.m. with Board President David Burks presiding. Board Members present were Brian Bathke, Gloria Dooley, and James Dukes. Board Members absent were Wayne Griffith. The meeting was opened with a prayer from Chief Marvin Vinson followed by the pledge to the American flag.

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

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 James Dukes, and duly seconded by Board Member Brian Bathke, the minutes were approved as emailed by a unanimous vote of the Board.

The financial report was then presented to the Board for their consideration and approval by Board Administrative Assistant Jeanine Rounsavall. She reported a beginning balance in the District's checking account in the amount of \$693,017.95, and after deposits and disbursements, an ending balance in the amount of \$640,455.64; the General Money Market account showed a beginning balance in the amount of \$1,797,304.67, with interest earned in the amount of \$4,210.12, for an ending balance in the amount of \$1,801,514.79; the Reserve Money Market account showed a beginning balance in the amount of \$33,065.75, with interest earned in the amount of \$77.46, for an ending balance in the amount of \$33,143.21; and the Obligations Money Market account showed a beginning balance in the amount of \$597,328.34, with interest earned in the amount of \$1,399.23, for an ending balance in the amount of \$601,296.38. Also included with the report was a budget versus actual; profit and loss versus actual; department breakdowns as well as reconciliations on all accounts. On a motion made by Board Member Brian Bathke, and duly seconded by Board Member James Dukes, the financial report was approved as read by a unanimous vote of the Board.

The payment of bills was then presented to the Board for their consideration and approval by Board Administrative Assistant Jeanine Rounsavall. She read aloud all checks written during the month and there were no questions or discussion. On a motion made by Board Member James Dukes, and duly seconded by Board Member Brian Bathke, the payment of bills was approved as read with a unanimous vote of the Board.

Under Old Business the first item and second items were switched so that Morgan LaGrone, CPA could present to the Board the 2022 Annual Audit report. Ms. LaGrone review the report and noted that it was a clean audit with no adjustments or variances. She went over the entire report with the Board and complimented the Treasurer and Administrative Assistant for their excellent record keeping that resulted, in an easy audit and complete cooperation between our two groups. A motion to accept the annual 2022 audit report as presented was made by

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Board Member James Dukes, and duly seconded by Board Member Brian Bathke. The motion passed with a unanimous vote of the Board. The Board thanked Ms. LaGrone and her staff for their work and for attending the meeting.

The next item under Old Business was to consider, discuss and possibly approve any pending items regarding the remodel of the training facility. Board Member Gloria Dooley presented a change order to remove the temp electric pole in the amount of \$2,600.00 and also requested approval to remove the dead and damaged trees due to the last storm system at a cost of \$3,700.00 from Brush Wacker's. A motion to approve these two items was made by Board Member Gloria Dooley, and duly seconded by Board Member Brian Bathke. The motion was approved with a unanimous vote. Board Member Brian Bathke reported that we needed to add 2 additional access control boards in the building and requested that this be done out of the scope of work for the General Contractor Berry & Clay. A motion to proceed with the addition was made by Board Member Gloria Dooley, and duly seconded by Board Member James Dukes. The motion passed with a unanimous vote of the Board. Board Member Bathke also reported that the metal siding would start going up next week and that all IT wiring needed to be completed by August 1st when the drywall could possibly start going up.

The next item under Old Business was to consider and possibly approve hiring a grant writer. After a discussion about how previous grants received by the county could possibly affect applying for the AFG grant, Board Member James Dukes asked that the item be tabled again while he sought out further information. A motion to table was made by Board Member James Dukes, and duly seconded by Board Member Gloria Dooley. The motion passed with a unanimous vote of the Board.

The next item under Old Business was to consider and possibly approve the purchase of digital repeaters for infrastructure use. Board Member Dooley asked that this item be tabled until we had heard back on repairs on one of the digital repeaters. 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 last item under Old Business was the Supplement Agenda for Sales and Use Tax Election items. The first item under this agenda was to discuss and consider approval of the Second Amended Order Calling Election to Adopt a Local Sales and Use Tax within the District for November 7, 2023. A motion to approve the Order was made by Board Member Gloria Dooley, and duly seconded by Board Member James Dukes. The motion passed with a unanimous vote.

The second item under the Supplemental Agenda was to discuss and consider approval of a Resolution for Joint Election and a contract for election services with Rusk County. A motion to approve the Resolution and contract was made by Board Member James Dukes, and duly

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seconded by Board Member Gloria Dooley. The motion passed with a unanimous vote.

The next item under the Supplemental Agenda was to authorize the District's attorney to give Notice of Election for November 7, 2023. A motion to give authorization to the District's attorney was made by Board Member Gloria Dooley, and duly seconded by Board Member James Dukes. The motion passed with a unanimous vote.

The last item under the Supplemental Agenda was to discuss and consider adoption of an election calendar and consider any other matters in connection with the District's November 7, 2023 election. A motion to adopt the election calendar was made by Board Member James Dukes, and duly seconded by Board Member Gloria Dooley. The motion passed with a unanimous vote of the Board.

Under New Business the first item was to consider and possibly approve a Lease/Purchase Agreement with Government Capital Corporation for the purchase of radio communication equipment for the District's Fire Departments. All Board Members had received the contract documents prior to the meeting via email. Board Treasurer Gloria Dooley informed the Board that 3 minor changes had been made as requested by the Board's local attorney and that he had no objections to the overall contract. A motion to approve the Lease/Purchase Agreement and all documents attached herein was made by Board Member James 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 a Resolution Regarding a Lease-Purchase Agreement for the Purpose of Financing Radios and Equipment. After review of the Resolution a motion to approve was made by Board Member Gloria Dooley, and duly seconded by Board Member James Dukes. The motion passed with a unanimous vote.

The next item under New Business was to consider and possibly approve a cost share with the Laneville VFD in the amount of \$2,706.74 (not including freight) for PPE under a Texas Forest Service Grant. A motion to approve the cost share was made by Board Member Brian Bathke, and duly seconded by Board Member Gloria Dooley. The motion passed with a majority vote. Board Member James Dukes abstained from the vote.

The next item under New Business was to consider and possibly approve reimbursement to the Church Hill VFD for bunker gear in the amount of \$9,872.00. After review of the invoices, a motion to approve the reimbursement was made by Board Member Brian Bathke, and duly seconded by Board Member James Dukes. The motion passed with a unanimous vote.

The next item under New Business was to consider and possibly approve reimbursement to the Overton VFD for the purchase of a new pump for their brush truck in the amount of \$4,725.00 (includes freight). Department will install the pump. The department was asked if the City of

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Overton would be able to cost share on this expense and the department Chief, Mickey Hamilton, reported that they would not be able to do so at this time. A motion to approve the reimbursement upon receipt of invoice and check copy was made by Board Member James 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 a replacement roof for the Reklaw VFD at a cost to the ESD of \$25,000.00 (part of their 2023 annual budget submitted to the ESD). Board Member Gloria Dooley informed the Board that she was making a motion to table the item as the department did not have bids ready to present at this time. The motion was duly seconded by Board Member Brian Bathke and passed with a unanimous vote.

The last item under New Business was to consider and possibly approve the purchase by the District of digital pagers and remote head kits. A brief discussion was held so that departments could be told that they could either install a second UHF radio in each truck, or remove the VHF and put only the UHF radio in their trucks. It would be the choice of each department. After a review of the bids, the bid from Nalcom on pagers was approved at \$676.87 each in a quantity of 150 and the bid from Kenwood for the remote head kits at a cost of \$358.80 each in a quantity of 40. The motion to approve was made by Board Member Gloria Dooley, and duly seconded by Board Member James Dukes. The motion passed with a unanimous vote of the Board.

Under Public Comments, Board Member Dooley gave the group an update on Chief Rayford Gibson still in a rehab hospital, Chief Dennise Case's daughter who had surgery on Tuesday and her mother who had surgery on Wednesday and on the passing of Chief Colle's mother.

There being no further business to come before the Board at this time, a motion to adjourn was made by Board Member Brian Bathke, and duly seconded by Board Member James Dukes. On a unanimous vote of the Board, the meeting was adjourned at 8:08 p.m.

Secretary

President