

**Robertson County Emergency Services District
Board of Commissioners
Monthly Meeting
June 11, 2024 @ 6:30 p.m.
RCESD/EMS Office
287 Cooks Lane, Franklin, TX 77856**

1. Call Meeting to Order

President Robert Yezak called meeting to order at 6:30pm and noted a quorum present, along with legal counsel. The Board of Commissioners met at RCESD Station 1/RCESD Conference Room, 285 Cooks Lane, Franklin, Texas.

The following were present:

RCESD COMMISSIONERS

Robert Yezak, President
Carla Barker, Vice President
Toni Mathews, Treasurer

Jerry Henry, Asst. Treasurer
Kayla Sanders, Commissioner

Hope Zeig, Executive Director
James McCullough, Legal Counsel

VISITORS

Ryan Haynie, BVFD
Amy Munoz, RCESD
Austin Myers, EVFD
Jacob Morse, EVFD
David Greenwood, EVFD

Celene Lincecum,
SRPVFD
Steven Von Gonten,
RCESD
Adam Gallagher, RCESD
Renda Jackson, CVFD

Tyler Aaron, FVFD
Nick Fowler, BJVFD
Ed Grannan, WVFD
Ron Capehart, Linebarger
David Buckley, HVFD
George Evens, HVFD

2. Public Comments

None

3. Consideration, discussion, and any approval of May 2024 Minutes (Action Item)

Commissioner Barker made a motion to approve May 2024 minutes. Commissioner Henry seconded the motion, the motion carried.

4. Consideration, discussion, and any approval of May 2024 Financial Report (Action Item)

Commissioner Barker made a motion to approve May 2024 Financial Report. Commissioner Mathews seconded the motion, the motion carried.

- **Emergicon Collections and Write-Off Reports**
Emergicon collections for May were \$144,629.32 with write-offs of \$33,766.45.
- **CitiBank Credit Card Statements**
The statement was included in the packet. Invoices are now uploaded via Google Drive to reduce the number of pages in packet.
- **Sales Tax Report**
Sales tax report for period ending 05/07/2024 was included in packet.

5. **Consideration, discussion, and any approval of Reserve Funding Request of Volunteer Fire Departments and Robertson County ESD/EMS to include funding adjustment (Action Item)**

- **Calvert VFD request totaling \$1,209.79**

Commissioner Mathews made a motion to approve Calvert VFD's reserve funding request of \$1,209.79, \$489.79 going to vehicle maintenance and \$720.00 to equipment testing. Commissioner Henry seconded the motion, the motion carried.

6. **Consideration, discussion, and any approval of FY2023-24 Budget Adjustments (Action Item)**

- **Blackjack VFD adjustment for \$ 597.63**

\$537.67 from radio to communications. \$59.96 from janitorial supplies to mechanical supplies.

Commissioner Barker made a motion to approve Blackjack VFD's budget adjustment of \$597.63. Commissioner Mathews seconded the motion, the motion carried.

- **Calvert VFD adjustment for \$1,421.41**

\$120.92 from mechanical supplies to equipment maintenance, \$32.70 from office supplies to equipment maintenance, \$42.49 from postage to equipment maintenance, \$15.51 from postage to janitorial supplies, totaling \$211.62

Commissioner Mathews made a motion to approve Calvert VFD's budget adjustment of \$211.62. Commissioner Sanders seconded the motion, the motion carried.

- **Seale VFD adjustment for \$200**

\$200 from mechanical supplies to office supplies.

Commissioner Mathews made a motion to approve Seale VFD's budget adjustment of \$200. Commissioner Henry seconded the motion, the motion carried.

7. **Consideration, discussion, and any approval of Requests for FY 2023-24 Preapproval of Expenditures of Volunteer Fire Departments and Robertson County ESD/EMS (Action Item)**

- **Blackjack VFD request totaling \$9,722.57 for gloves, hoods, command board, TIC accessories, and batteries**

All preapproval items are in Blackjack VFDs budget.

Commissioner Henry made a motion to approve Blackjack VFD's preapproval request for gloves, hoods, command board, TIC accessories, and batteries totaling \$9,722.57. Commissioner Sanders seconded the motion, the motion carried.

- **Seale VFD request totaling \$776.31 for gloves and suspenders**

Commissioner Barker made a motion to approve Seale VFD's preapproval request for gloves and suspenders totaling \$776.31 Commissioner Sanders seconded the motion, the motion carried.

8. **Consideration, discussion and any Approval of Appropriate Expenditures for Volunteer Fire Departments, payment of approved expenditures for FY 2023-24 expenditures (Action Item)**

Commissioner Barker made a motion to approve Appropriate Expenditures for Volunteer Fire Departments, and payment of approved expenditures for FY2023-24. Commissioner Sanders seconded the motion, the motion carried.

9. **Consideration, discussion and any Approval for Payment of Robertson County Emergency Services District Monthly Expenses including payroll and RCEMS and Tower Expenses and Funds Transfer (Action Item)**

Commissioner Henry made a motion to approve Payment of Robertson County Emergency Services District monthly expenses, including payroll, RCEMS, tower expenses, and a funds transfer of \$325,000 from Super Now to Money Market. Commissioner Mathews seconded the motion, the motion carried.

10. Consideration, Discussion and any Approval of Robertson County Emergency Services District Tower Building Project (Action Item)

Update was given. Generator installed and propane connected. Temporary meter is in and power is on. Racks are in. Pending: internet equipment install, HVAC to be commissioned, Bremond cabinet is blocked, container door may be leaking, alerting systems need to be set up, and planning meeting to move equipment.

11. Consideration, Discussion and any Approval of Robertson County Emergency Services District Subcommittee Recommendation for 2023 Employee Benefits package and items required for transition (Action Item)

- **Other Operational and Personnel Related Items**

None

12. Consideration, discussion and any action regarding Robertson County Emergency Services District funds in financial institutions, fees and interest income, and depositing Robertson County Emergency Services District Funds in a Texas Local Government Investment Pool and consideration, discussion and authorizing any action under the Texas Public Funds Investment Act

Following executive session, James McCullough was given approval to research financial institutions regarding Robertson County Emergency District funds, fees, and interest income. No motion was made.

13. Consideration, discussion and any approval of Robertson County EMS purchasing equipment for FY2025 Ambulance and Adjusting Budget from Reserves (Action Item)

Equipment is needed ahead of time for FY25 truck that must be installed when truck is built. Roughly \$16,698.88 plus S/H.

Commissioner Mathews made a motion to approve Robertson County EMS to purchase equipment for FY2025 ambulance and to adjust budget from reserves for total of \$17,200. Commissioner Sanders seconded the motion, the motion carried.

14. Consideration, discussion and any approval of Corrected Resale Deed sold in September of 2014, Lot 10-B, Block G, Rodell Subdivision an addition to the City of Hearne and Resale Deed for Lot 1, Block 95, City of Calvert. (Action Item)

- **Ron Capehart, Linebarger attorney**

Corrected deed has already been approved, just needs signature. Lot 1 in Calvert was struck off of tax records in 1944 and given to Robertson County. Artis Allen thought they had purchased Lot 1 and 2 at tax sale but only had Lot 2. They are now wanting to purchase Lot 1. County and City of Calvert have approved sale of lot.

Commissioner Henry made a motion to approve signature on corrected resale deed for Lot 10B, Block G, Rodell subdivision City of Hearne and the sale of Lot 1, Block 95, City of Calvert for \$2,500 and approved appropriate signatures. Commissioner Sanders seconded the motion, the motion carried.

15. Reports from Volunteer Fire Departments, including any financial, performance, training, equipment, operations, compliance, and personnel reports

Blackjack - fish fry last month had a good turnout, pump issues resolved on main engine but now has phone and AC issues

Bremond - none

Calvert - none

Easterly - one new member, potentially two more. Four hoses failed pump testing.

Franklin - bbq fundraiser had a good turnout. Some hoses failed pump testing. Two new applicants.

Hearne - two or three applicants. Pump testing went good.

Seale - one new member

Wheelock - one new member. Rescue truck lost a door and is OOS.

- **Site visits scheduled with commissioners:**
Blackjack on July 1 at 6:00pm with Commissioner Henry and Commissioner Mathews.
Wheelock on July 8 at 6:30pm with Commissioner Henry and Commissioner Sanders.
Bremond on July 8 at 6:00pm with Commissioner Yezak and Commissioner Barker. EMS to follow at 7:00pm.
Easterly on June 20 at 6:00pm with Commissioner Henry and Commissioner Yezak.
- **Proposed Budgets are due July 2, 2024**

16. Reports from Robertson County EMS including any financial, performance, training, equipment, operations, compliance and personnel reports

New monthly report was made available to commissioners.

17. EXECUTIVE SESSION

- **Closed meeting (Executive Session) pursuant to Section §551.071 of the Texas Government Code – Consultation with Attorney; to wit: Consultation with Attorney**
- **Announcement of time and date closed meeting (executive session) for this matter ends and reconvene in open session.**
- **The Robertson County EMERGENCY SERVICES DISTRICT reserves the right to adjourn into Executive Session at any time during the course of this meeting to discuss any of the matters listed above as authorized by the Texas Government Code Sections 551.071 (Consultations with Attorney), 551.072 (Deliberations about Real Properties), 551.073 (Deliberations regarding Gifts and Donations), 551.076 (Deliberations regarding Security Devices or Security Audits), and 551.087 (Deliberations regarding Economic Development Negotiations)**

President Robert Yezak announced the open meeting session was closed at 7:16pm and Executive Session would begin.

18. RECONVENE INTO REGULAR SESSION

- **The Robertson County EMERGENCY SERVICES DISTRICT will reconvene in a public meeting to discuss and take action on related matters.**

Executive session ended and regular session reconvened at 7:56pm.

19. Adjourn

Commissioner Mathews made a motion to adjourn at 7:56pm. No opposition.

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Next Monthly Board Meeting, Emergency Services District July 9, 2024