

**Robertson County Emergency Services District
Board of Commissioners
Monthly Meeting
April 9, 2024 @ 6:30 p.m.
RCESD/EMS Office
287 Cooks Lane, Franklin, TX 77856**

1. Call Meeting to Order

Vice President Carla Barker called meeting to order at 6:31pm and noted a quorum present, along with legal counsel. The Board of Commissioners met at RCEMS Station 1/RCESD Conference Room, 285 Cooks Lane, Franklin, Texas.

The following were present:

RCESD COMMISSIONERS

Carla Barker, Vice President
Toni Mathews, Treasurer
Jerry Henry, Asst. Treasurer

Hope Zeig, Executive Director
James McCullough, Legal Counsel

VISITORS

Ryan Haynie, BVFD
Chris Wills, BVFD
Theresa Fowler, BJVFD
Nick Fowler, BJVFD
Renda Jackson, CVFD
Celene Lincecum, SRPVFD

Eileen Grzehowiak, SRPVFD
Dee Dee Ferrell, FVFD
Cole French, RCESD
Ed Grannan, WVFD
Steven Von Gonten, RCESD
Adam Gallagher, RCESD

2. Public Comments

None

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

Commissioner Mathews made a motion to approve March 2024 minutes. Commissioner Henry seconded the motion, the motion carried.

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

Commissioner Mathews made a motion to approve March 2024 Financial Report. Commissioner Henry seconded the motion, the motion carried.

- **Emergicon Collections and Write-Off Reports**
Emergicon collections for March were \$64,649.66. No write-offs have been made yet.
- **CitiBank Credit Card Statements**
Copies of statement were included in packet. Invoices are now being uploaded via Google Drive to reduce the amount of pages in the packets.

- **Sales Tax Report**
Sales tax report for period ending 03/05/24 was included in packet.

5. Consideration, discussion, and any approval of Reserve Funding Request of Volunteer Fire Departments to include funding adjustment (Action Item)

- **RCEMS request for vehicle maintenance totaling up to \$19,568.83**
Commissioner Henry made a motion to approve RCEMS Reserve Funding Request of \$19,568.83 for vehicle maintenance. Commissioner Mathews seconded the motion, the motion carried.

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

- **Calvert adjustment of \$369.94**
Commissioner Henry made a motion to approve Calvert VFD budget adjustment of \$119.95 from Mechanical Supplies/Tools to Communications and \$249.99 from Mechanical Supplies/Tools to Equipment Testing, totaling \$369.94. Commissioner Mathews seconded the motion, the motion carried.
- **Seale adjustment of \$43**
Commissioner Mathews made a motion to approve Seale VFD budget adjustment of \$43.00 from Bunker Gear-Other to Bunker Gear. 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 (Action Item)

- **Blackjack preapproval of emergency services equipment and training program totaling \$2,284.77**
Commissioner Henry made a motion to approve Blackjack preapproval of emergency services equipment and training program totaling \$2,284.77. Commissioner Mathews seconded the motion, the motion carried.
- **Calvert preapproval of training and emergency services equipment totaling \$11,010.10**
Commissioner Henry made a motion to approve Calvert preapproval of training and emergency services equipment totaling \$11,010.10. Commissioner Mathews seconded the motion, the motion carried.
- **Seale preapproval of emergency services equipment totaling \$920.30**
Commissioner Mathews made a motion to approve Seale preapproval of emergency services equipment totaling \$920.30. Commissioner Henry seconded the motion, the motion carried.
- **ESD preapproval of employee portal for website totaling \$600**
Commissioner Henry made a motion to approve ESD preapproval of employee portal for website totaling \$600. Commissioner Mathews 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 Henry made a motion to approve Appropriate Expenditures for Volunteer Fire Departments, excluding Easterly VFD and payment of approved expenditures for FY2023-24. Commissioner Mathews 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 Mathews made a motion to approve Payment of Robertson County Emergency Services District monthly expenses including payroll, RCEMS, tower expenses, and a funds transfer of \$275,000 from SuperNow to Money Market. Commissioner Henry seconded the motion, the motion carried.

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

Updates given on tower building progress. Concrete slabs poured for propane, generator, and building. Container was delivered. Grounding and electrical done. New propane tank deliver and old removed. Waiting on generator.

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**

Move to May agenda

- **TAC Health Benefits ACH Agreement and authorize signatures**

Commissioner Mathews made a motion to approve TAC Health Benefits ACH agreement and authorize Hope Zeig to sign documents. Commissioner Henry seconded the motion, the motion carried.

12. Consideration, Discussion and Any Approval of Franklin Volunteer Fire Department Loan Agreement for Chassis and New Skid Unit (Action Item)

Franklin VFD received a new quote for chassis and new skid unit totaling \$148,168.

Commissioner Mathews made a motion to approve Franklin VFD loan agreement for chassis and new skid unit with new quote, adding a 7th payment to previously approved loan agreement. Commissioner Henry seconded the motion, the motion carried.

13. Consideration, Discussion and any Approval of Robertson County tower and communications updates (Action Item)

- **Adopt a Resolution for BVWAC in conjunction with all Robertson County and Robertson County Equipment**

Move to August agenda.

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

Blackjack – none.

Bremond – closing on property. Fundraiser April 27. Live fire training May 17-19.

Calvert – none.

Easterly – not in attendance.

Franklin – Fundraiser May 25-27.

Hearne – not in attendance.

Seale – 3 new members.

Wheelock – 3 new members.

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

New monthly report was made available to commissioners.

16. 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)**

Vice President Carla Barker announcing the open meeting session closed at 7:11pm and Executive Session would begin.

17. RECONVENE INTO REGULAR SESSION

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

Regular session reconvened at 7:28 pm.

18. Adjourn

Commissioner Mathews made a motion to adjourn at 7:30pm. No opposition.

The Robertson County Emergency Services District Board 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 Donation), 551.074 (Personnel Matters), 551.076 (Deliberations regarding Security Devices or Security Audits), and 551.087 (Deliberations regarding Economic Development Negotiations).

Next Monthly Board Meeting, Emergency Services District May 14, 2024