

NAVARRO COUNTY EMERGENCY SERVICES DISTRICT NO. 1

MEETING MINUTES from REGULAR MEETING on JANUARY 12, 2026

A Regular meeting of the Navarro County Emergency Services District #1 Board was held on the 12th day of December 2026 at 6:00 p.m. in the ESD #1 offices located at 805 NE 2nd St, Kerens, TX 75144.

1. Call to order and establish quorum

- Commissioners present included Brett Latta (President), Greg Younger (Vice-President), CyLynne Callicutt (Treasurer), Comm. Betsy Stroder (Asst. Treasurer) and Pete Parish (Secretary).
- Quorum was established. The meeting was called to order at 6:00 pm.

2. Citizen Comments and Announcements

- Representatives from a fetal monitoring system start-up made a brief presentation and asked if the fire departs could fundraise for their initiative. It was suggested that they should reach out to the Navarro County Volunteer Firefighters Association to more efficiently reach all the departments.

3. Review and approve minutes from the November 10, 2025 regular meeting

- Minutes of the December 9th Regular Meeting were presented. Motion by Comm. Younger to approve the minutes, second by Comm. Parish, motion pass unanimously.

4. Discussion, review, and possible action on Treasurer's report and Budget

- The December 2025 Treasurer's report was reviewed and accepted as presented.
- Comm. Callicutt presented the 2025 transaction by vendor list and asked for assistance reaching out to vendors to get their 1099 forms.
- Comm. Callicutt presented the updated P&L to reflect the transfer of \$5,000 to the ESD Powell department vehicle maintenance budget.

5. Discussion and possible action on Paying of ESD and VFD Expense

- Comm. Callicutt reviewed current ESD expenses submission. Expenses for the month totaled \$19,039.47. Transaction report in notebook.
- Motion to approve payment of the expenses as presented made by Comm. Younger, seconded by Comm. Stroder, motion passed unanimously.

6. Review VFD's monthly fire reports

- Comm. Parish shared the consolidated run rate and man hour report. No notable activities this month, but it was noted that a burn ban was put into effect on Jan 11.

7. Discussion and possible action regarding ESD Powell VFD grants

TFS \$45,000 grant for replacement slip-in unit.

- Powell ESD1 to bring new slip-on bids to the February NCESD1 Regular Meeting
- If approved, NCESD1 would supply funding \$45,000 using contingency funds, replacing funds with grant money upon receipt.

TFS \$300,000 grant for new water tender.

- A special meeting will be scheduled following the SAFE-D conference to allow the department the chance to present their need for the truck and draft budget pricing on various configuration.

8. Discussion and possible action regarding current and new fire station project

ESD/KVFD new facility project bid process paperwork continues

- Comm. Latta received further refinements to the bid package and will continue to refine.

Interior painting of ESD/Armory, areas and colors update

- Comm. Latta to sign contract with M&M Painting

9. Discussion and possible action regarding Upcoming District Sales and Use Tax Election in May 2026

Carlton Law Firm Special Services Agreement for new building bid process

- Comm. Latta shared the special legal service agreement that covers both the new station construction bid and the upcoming sales and use tax election. Comm. Parish asked if there was any estimate of total hours/expense that might be associated with the work.

Sign Sales Tax Election Questionnaire

- All commissioners signed the questionnaire.

10. Discussion and possible action regarding Open Action Items

Walk-in Vault - conversion to digital access lock - status update

- No discussion on this topic.

Front sidewalk, walkway, doorway steps and fire hydrant bollards

- No discussion on this topic.

New 35' flagpole - update

- No discussion on this topic.

VFIS Insurance Health & Safety Grant 2025-2026, who applied?

- No discussion on this topic.

Safe-D Conference attendees

- Comm's. Younger, Callicutt, Parish Stroder are registered to attend the conference. No department chief are planning to attend.

Active 911 Service for KVFD, 287 R/C and ESD Powell ESD- 287 R/C submitted invoice

- 287RC submitted their invoices this month. ESD Powell and Kerens departs to submit at the February meeting.

NCESD Prosperity Debit Ced - Debit card in service

- Comm. Callicutt to provide debit card number to Bill Kilgore so that he can update the payment method with Google for the ncesd1.com domain name registration. Payment method must be updated in February to insure we do not lose the domain name.

ESD Powell VFD unit 4660 repair status?

- Repairs on Tanker 4660 valves were completed. Still working on air compressor leak. New operations guidelines were defined after the repair. The foam system must be flushed each month.

7. Adjourn Meeting 7:20 pm

Pete Parish – Secretary