

NAVARRO COUNTY EMERGENCY SERVICES DISTRICT NO. 1
Minutes from REGULAR MEETING on April 8, 2025

A Regular meeting of the Navarro County Emergency Services District #1 Board was held on the 8th day of April 2025 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), Cylynn Callicutt (Treasurer), Betsy Stroder (Asst. Treasurer) and Pete Parish (Secretary).
- Quorum was established. The meeting was called to order at 6:01 pm.

2. Citizen Comments and Announcements

- Blaine Whaley from our website provider, Clicktunity, was in attendance and asked for ongoing feedback on the website.
- Discussion of new signage outside the armory. Overall feedback was positive.

3. Review and approve minutes from the February 2025 regular meeting

- Minutes of Mar 11, 2025 regular meeting were presented. Reference to Bill Stoval past position as KVFD chief removed from his honorarium. Motion by Comm. Stroder to approve the minutes, second by Comm. Callicutt, motion passed unanimously.

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

- March 2025 Treasurer's report was reviewed.
 - o Gail Smith explained three received from the county this month were related to special inventory taxes collected from auto dealers.
 - o There was a slight imbalance from Powell State Bank related to the move of assets from traditional saving account to new money market account.
 - o Budget accepted as presented.
- Annual audit information was formally submitted this month. Gail Smith helped Comm. Callicutt compile the information and format it into a reusable format for future years.
- Comm. Younger presented an updated on process to transfer ESD funds to a Prosperity Bank.
 - o Prosperity Bank provided a formal funds management & security agreement.
 - o Discussion of whether to mirror account structure previously used at Powell State Bank.
 - o It was decided to leave the current petty cash account at Powell State Bank for now.

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

- Comm. Callicutt reviewed current ESD expenses submission.
- Expenses for the month totaled \$ 92,686.23. Transaction report in notebook.
- Motion to approve payment of the expenses as presented by Comm. Parish, seconded by Comm. Younger, motion passed unanimously.

6. Review VFD's monthly fire reports

- No notable activities this month.

7. Discussion and possible action regarding current and new Fire Station project and ESD/Armory improvements

- ESD/Armory Projects
 - o Comm. Latta presented cost estimates for epoxy flooring for the existing office spaces using a basic coat at ~\$5 per square foot or ~\$12,000. The great hall would require a special coat estimated at ~\$10 per square foot or ~\$50,000.
 - o Comm. Latta to get formal bid from Waxahachie Flooring.
- New ESD/KVFD Facility Project
 - o Discussion of professional services for architectural design for new KVFD facility. Comm. Latta explained that professional services do not need to go out for bid as few firms are interested in a project of such small size.
 - o The Payne Associates bid was \$17,700 versus previous bids of ~\$30,000. Motion made by Comm. Younger and seconded by Comm. Parish to move forward with the Payne Associated bid. Motion passed unanimously.

8. Discussion and possible action regarding interlocal agreement with the City of Kerens regarding new fire hydrant installation

- Hydrant material costs the same as last month. The proposed location has moved so installation costs will be higher. No motion at this time.

9. Discussion and possible action regarding replacing Powell Station electric door openers

- Chief Kuta presented cost estimate of \$3,150 for three doors with side lift openers. The City of Powell has agreed to pay half of the costs or \$1,575.
- Comm. Parish made a motion to approve the work, seconded by Comm. Callicutt, motion passed unanimously.

10. Discussion and possible action regarding on ESD1/Powell surplus/salvage

- Discussion of standard operating guidelines on treatment of surplus/salvage equipment. Comm. Latta added a note that NCESD1 board will have final on all property actions.
- Comm. Parish made a motion to approve the transfer of the pump to KVFD for \$3,000, seconded by Comm. Stroder, motion passed unanimously.
- Asset tags to be placed appropriately on all equipment.

11. Discussion and possible action regarding Open Action Items

- Discussion of new 4'x8' aluminum signs for the tripod signpost. Estimated cost would be \$280 per sign. Aluminum sign would need to be installed with plywood backing. Comm. Latta to pursue an example sample.
- Discussion of the City of Kerens request to locate a 10'x10' "Birthplace of Big Tex" sign on the southeast corner of the armory lot. Chief Bush to assess location before approving. Possible motion next month.

- Discussion of the HDL companies report on local sales and use tax potential. More consideration before moving forward. Consensus was that there would need to be proactive communications plan developed prior to any election. It will be important to emphasize this would not be a new tax, but simply targeted use of existing sales tax already collected. Consideration of election costs is also a factor. Potential to share costs of with Kerens ISD if included on a joint election.
- Discussion of the current ESD boundary around Hwy 31 and Loop 31 currently served by Mildred and Corsicana FD. Comm. Latta to pursue having the area reassigned by COG dispatch to ESD1/Powell.

12. Adjourn Meeting 7:28 pm

Pete Parish - Secretary