

NAVARRO COUNTY EMERGENCY SERVICES DISTRICT NO. 1
Minutes from REGULAR MEETING on May 13, 2025

A Regular meeting of the Navarro County Emergency Services District #1 Board was held on the 13th day of May 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 6:00 pm.

2. Citizen Comments and Announcements

- None this month.

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

- Minutes of April 8, 2025 regular meeting were presented. Motion by Comm. Younger to approve the minutes, second by Comm. Callicutt, motion passed unanimously.

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

- April 2025 Treasurer's report was reviewed.
 - Minor adjustments were made to some past years to align with Navarro county reports.
 - Treasurer's report was accepted as presented.
- Discussion of NECSD1 accounts names to be used at Prosperity bank. The following account names were agreed upon.
 - NCESD#1 Savings
 - NCESD#1 Checking
 - VFD Checking
 - VFD Petty Cash
- Tax collection is 94% YTD.

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

- Comm. Callicutt reviewed current ESD expenses submission.
- Expenses for the month totaled \$ 2,976.61. Transaction report in notebook.
- Motion to approve payment of the expenses as presented by Comm. Younger, seconded by Comm. Parish, 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
 - Comm. Younger presented cost estimates for cleaning the meeting room chairs. Cost quoted was \$20.00 per chair. No action taken at this time.
 - Comm. Younger presented costs to clean or replace the meeting room carpet. Costs quoted were \$300 to clean and \$3,000 to replace. No action taken at this time.
 - Comm. Younger is working to secure three bids from cleaning crews to clean part or all of the building.
 - Comm. Younger expressed interest in procuring some kitchen equipment for the armory. There was discussion of how to take advantage of short-term opportunities. No action take at this time.
- New ESD/KVFD Facility Project
 - 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.
 - 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.
- Interior painting of certain areas, 2026 budget item
 - Comm. Latta working to get bids.
- Removal of existing “OLD” and “MALL” signage from the front of Armory
 - KVFD approved to move forward with the work.
 - In the course of review the existing signage, KFVD discovered some roof drainage repair that is needed. KFVD approved to move forward with roof drainage repair for \$200.
- Lettering for front of building “KVFD” and “NCESD #1”
 - Comm. Latta working to get bids for new signage to flank the existing “ARMORY” signage.
- Flagpole for front of Armory, specifications needed
 - No action take at this time.

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

- The interlocal agreement was signed by both parties, but NCEDS1 still awaiting copy for our records
- The City of Kerens is reworking the bid based on a new location requiring a longer run.

9. Discussion and possible action regarding 2025-2026 Budget

- The June 10, 2025 meeting date will be used to discuss NCESD Administrative and VFD budgets and inventories for 2025-2026.
 - EDS1 Admin at 3:00 pm, , RC287 at 4:00 pm, ESD VFD at 4:30 pm, KVFD at 5:00 pm and regular meeting starting at 6:00 as usual.

10. Discussion and possible action on updated NCESD1 property dispersal SOP

- Minor changes made and accepted as presented.

11. Discussion and possible action on Open Action Items

- 4' x 8' aluminum composite sign for tripod signposts, sample materials
 - Comm. Latta presented a sample material which was deemed acceptable.
- Locating of armory sewer lines by AKV Commercial Plumbing
 - Comm. Latta presented a price quote of \$2,197.
 - Motion made by Comm. Younger to accept, seconded by Comm. Parish and passed unanimously.
- Update on ESD Boundary in Hwy 31 and Loop 31 area Mildred and Corsicana FD response area
 - No action take this month. Comm. Latta to engage with COG Dispatch.

12. Review draft architectural plans from Payne & Associates for new ESD/KVFD facility.

- Initial plans were reviewed, notes to be incorporated into next draft of plans.

13. Adjourn Meeting 7:10 pm

Pete Parish - Secretary