

NAVARRO COUNTY EMERGENCY SERVICES DISTRICT NO. 1
Minutes from REGULAR MEETING on June 10, 2025

A Regular meeting of the Navarro County Emergency Services District #1 Board was held on the 10th day of June 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), Cylynnne 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

- Chance Martin, the State of Texas Emergency Management Liaison attended and introduced himself and his role.

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

- Minutes of May 13, 2025 regular meeting were presented. Motion by Comm. Parish to approve the minutes, second by Comm. Younger, motion passed unanimously.

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

- May 2025 Treasurer's report was reviewed. \$24,000 for maintenance of the Keren station was moved from line 570 to 580.3. Motion by Comm. Callicutt to accept the report, second by Comm. Parish, motion passed unanimously.
- Comm. Callicutt reported that we successfully passed this year audit.
- Comm. Callicutt and Younger reviewed the recent move of accounts from Powell State Bank to Prosperity Bank. Discussed renaming of the existing accounts in Quickbooks to match the new account names.

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

- Comm. Callicutt reviewed current ESD expenses submission. Expenses for the month totaled \$11,055.22. 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. Approved as presented

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

- Cleaning of Entire ESD/Armory
 - Comm. Younger presented cost estimates from three contractors to clean the entire armory. Motion was made by Comm. Parish to accept the bid for \$4,450 from Cleaning with Meaning, second by Comm. Callicutt, motion passed unanimously.
- Purchase of range/grill for Armory Kitchen
 - Comm. Younger updated the board on a used range/grill that could be purchased for \$1,500 to be used in the Kerens armory for emergency shelter and other public relations events. The range is in good condition but will need to be retrofitted to propane to natural gas. Motion by Comm. Younger to approve the purchase, second by Comm. Callicutt, motion passed unanimously.
- Lettering for front of building "KVFD" and "NCESD #1"
 - Discussed bids for new signage to be located on the right and left sides of the armory front. Cost estimates were \$2,400 for flat 8 inch letters, \$5,600 for boxed 8 in letters and \$400 to install either. No action taken at this time.
- Other Armory Upgrade Projects
 - Discussed cost estimates for two other upgrade projects. Installation of metal gutter extensions to prevent future water damage at a cost of \$2,300. Upgrade various electrical systems and convert lighting to LED bulbs at a cost of \$16,000. Motion by Comm. Latta to move forward with both upgrades, second by Comm. Stroder, motion passed unanimously.

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

- The City of Kerens provided a reworked bid of \$10,308.25 based upon the new hydrant location requiring a longer run. No action taken at this time.

9. Discussion and possible action regarding 2025-2026 Budget

- Meetings were held with all departments to establish a baseline budget for the upcoming 2025-2026 fiscal year. These meetings were held a month earlier than normal to allow more time to develop and review the budgets.

10. Discussion and possible action on Open Action Items

- Location of armory sewer lines.
 - Comm. Younger presented a price quote of \$450 by Access Plumbing out of Mabank to perform a scope and transmitter mapping of the sewer drainage system in an attempt to locate the possible septic system or sewer connection. If not found in the initial scoping, then subsequent runs might be needed. Motion was made by Comm. Stroder to approve up to \$1,050 at this time, second by Comm. Callicutt, motion passed unanimously.
- Update on ESD Boundary in Hwy 31 and Loop 31 area Mildred and Corsicana FD response area.
 - No activity this month. Comm. Latta to engage with COG Dispatch.

11. Adjourn Meeting 7:09 pm

Pete Parish - Secretary