NAVARRO COUNTY EMERGENCY SERVICES DISTRICT NO. 1

MEETING MINUTES from REGULAR MEETING on JULY 14, 2026

A Regular meeting of the Navarro County Emergency Services District #1 Board was held on the 14th day of July 2026 at 6:00 p.m. at the ESD Armory, 805 NE 2nd St, Kerens, TX 75144.

1. **Call to order and establish quorum**
   - Commissioners present included Brett Latta (President), Greg Younger (Vice-President), Comm. Cylynne Callicutt (Treasurer) and 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**
   - The Powell City Council met on June 13 with members of the ESD board in attendance.
   - The Powell ESD department has two new administrative members. Donna Simmons will be their new Treasurer and Dusti Lane will be their new Secretary.
   - Longtime firefighter Ted Stovall passed away this week. A memorial service will be held on 7/17 at the Keren's Church of Christ. Members of the KVFD will be in attendance.
3. **Review and approve minutes from the March 10, 2026, regular meeting**
   - Minutes of the June 9th Regular Meeting were presented. Motion by Comm. Stroder to approve the minutes, second by Comm. Younger, motion pass unanimously.
4. **Discussion, review, and possible action on Treasurer's report and Budget**
   - The June 2026 Treasurer's report was reviewed by Comm. Callicutt and accepted as presented.
   - Comm. Latta reported that Navarro County Tax Assessor reported that annual property tax collection was 98.2% YTD.
   - Comm. Callicutt shared our auditor validated the accounting work around that she covered in May.
   - Discussed the Powell ESD TFS 2026 slip in unit grant. TFS slip in unit reimbursement is $45,000, the unit to be purchased costs $65,500. Comm. Latta made a motion to move $65,500 from NCESD1 to Powell capital budget. When received, the $45,000 from TFS will be deposited back to the NCESD1 account.
5. **Discussion and possible action on Paying of ESD and VFD Expense**
   - Comm. Callicutt reviewed current ESD expenses submissions. Expenses for the month totaled $58,351.15. Transaction report in notebook.
   - Motion to approve payment of the expenses as presented made by Comm. Younger, seconded by Comm. Parish, motion passed unanimously.
6. **Review VFD's monthly fire reports**
   - Comm. Parish shared the consolidated run rate and man hour report for June 2026. No notable activities this month. No questions. Accepted as presented.
   - Chief Bush update that three of the KVFD grass trucks were currently down.

7. **Discussion and possible action regarding the 2026-2027 NCESD1 budget**
   - Comm. Latta shared a preliminary estimate of 2026-2027 property tax review. The formal estimate should be available in August.
   - Given the department budget request reviewed in the earlier budget workshop, there is little wiggle room.
8. **Discussion and possible action on current QuickBooks accounting software**
   - Comm. Callicutt provide an update on our current version of QuickBooks accounting software. It is very old and does not support needed functionality to support data conversion for the annual state audit. She will begin work research alternatives.
9. **Discussion and possible action regarding current and new fire station project**

   ESD/KVFD New facility project
   - Three bids were formally received by the deadline. Van Zandt Steel $560k, Watkins Construction $561,949 plus an additional $20k for concrete work, Athens Steel without a detailed cost breakdown. Comm. Latta to summarize bids and distribute for future discussion.

   Grinding, concrete sealer and wax floors in specific ESD Armory rooms and halls.
   - Work has been completed on the armory floor resurfacing
10. **Discussion and possible action regarding open action items.**

    ESD Powell VFD 501c3 update
    - Chief McNeese provided an update. The formal 501c3 application should be going on July 15. They are still working through the new by-laws.

    ZOLL AEDs for ESD Armory and Powell ESD department
    - Comm. Latta provided an update. The unit for the armory has arrived is scheduled to be installed. The units for the Powell ESD VFD are still awaiting delivery.

    ESD Powell VFD salvage equipment disposal update
    - Chief McNeese update that their salvaged equipment had been picked up by the Texas Forest Service.

    Software system interconnecting and tracking three VFD departments
    - There was a one-hour teleconference product overview with ResponseMaster for members of the fire management software working team. Overall favorable reviews with the software providing more capabilities than we would initially use. Integration with NCSO dispatch is possible but will take some work.
    - Comm. Parish to work with ResponseMaster to schedule an in-person demonstration for the full board and department chiefs in August.

    Welcome to Kerens Sign Location on ESD property
    - The City of Kerens installed the Welcome to Kerens sign on the ESD Armory property. However, it's placement will not work with the planned access to the new KVFD station, and it will have to be relocated. Comm. Latta to work with the city.

11. **Adjourn Meeting 7:15 pm**

Pete Parish – Secretary