

NAVARRO COUNTY EMERGENCY SERVICES DISTRICT NO. 1

MEETING MINUTES from REGULAR MEETING on AUGUST 11, 2026

A Regular meeting of the Navarro County Emergency Services District #1 Board was held on the 11th day of August 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 6:01 pm.

2. Citizen Comments and Announcements

- None this month

3. Review and approve minutes from the March 10, 2026, regular meeting

- Minutes of the July 14th Regular Meeting were presented. Motion by Comm. Parish to approve the minutes, second by Comm. Stroder, motion pass unanimously.

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

- The July 2026 Treasurer's report was reviewed by Comm. Callicutt and accepted as presented.
- Discussed planned purchase of new accounting software. Comm. Callicutt shared that the district's auditor recommended staying with QuickBooks but updating to the newest cloud-based version.
- Discussed the Powell ESD TFS slip in unit grant. Chief McNeese shared he was told that the unit ordered would take 8-9 months for delivery. He will follow-up with provider for an update.

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

- Comm. Callicutt reviewed current ESD expenses submissions. Expenses for the month totaled \$10,855.13. Transaction report in notebook.
- Motion to approve payment of the expenses as presented made by Comm. Parish, seconded by Comm. Younger, motion passed unanimously.

6. Review VFD's monthly fire reports

- Comm. Parish shared the consolidated run rate and man hour report for July 2026. No notable activities this month. No questions. Accepted as presented.
- Chief McNeese shared that all three Powell VFD trucks were operational.
- Chief Bush shared that the transmission on brush truck 4151 was out.
- Chief Speak shared that the batteries on tanker 5561 needed to be replaced.
- Discussed how to account for 287RC runs in and outside the NCESD1 service area. Comm. Parish shared that the updated consolidate report for 2027 includes all 287RC runs to better reflect operational impact on apparatus and personnel. When looking at runs for budgeting, only runs within the NCESD1 service area should be used.

7. Discussion and possible action on 2027 provider service contracts

- Comm. Latta reviewed new and updated language.

8. Discussion and possible action regarding the 2026-2027 NCESD1 budget

- Comm. Latta reviewed the 2026-2027 departmental budgets requests including a comparison of YoY increases and requested vs. adjusted budgets.
- Discussed 287RC equipment requests for boats. Comm. Latta emphasized that the lake is not formally part of the NCESD1 service area and that equipment for 287RCs boats should not be funded by NCESD1.
- Discussed vehicle insurance for Kerens VFD. It is paid for by NCESD1 and shows up as a line item on the NCESD1 administration budget and not withing the Kerens VFD budget. Comm. Parish recommended that it be moved from the NCESD1 administration budget to the Kerens VFD department budget to maintain a similar budget structure across the three departments.

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, but the bid from Athens Steel buildings was deemed to be non-compliant.
- Discussed the bids from Watkins construction (\$510K using chemical soil injection) and Van Zandt Steel (\$534K using cut/fill).
- Motion was made by Comm. Stroder to move forward with the proposal from Watkins Construction, seconded by Comm. Parish, motion passed unanimously.

10. Discussion and possible action regarding open action items.

ESD Powell VFD 501c3 update

- Approval of the new 501c3 application was received from the IRS. Chief McNeese shared that they were still working through the new by-laws.

ESD Powell VFD salvage equipment disposal update

- Chief McNeese shared that they were still working to scrap the hose nozzles.

Levels for NCESD1 purchased equipment

- Comm. Latta to solicit bids.

Software system interconnecting and tracking three VFD departments

- Discussed the ResponseMaster product demo that was held on Monday, August 10.
- Overall views by the NCESD1 board and department chiefs were that there would be some effort involved in the implementation, but the adoption of a formal records management platform across all three departments would be beneficial. Benefits include reduced liability for the departments related to records, and common, more detailed reporting across the departments to the NCESD1 board.
- Formal CAD integration with NCSO Dispatch would be explored at a later date when more Navarro County VFDs adopted the platform.
- Motion was made by Comm. Parish for NCESD1 to fund and have all three departments utilize the ResponseMaster fire records management, seconded by Comm. Younger, motion passed unanimously.
- Comm. Parish to work with ResponseMaster on next steps. Formal funding to begin in October with the 2026-2027 budget.

Welcome to Kerens Sign Location on ESD property

- No further discussion.

11. Adjourn Meeting 8:30 pm

Pete Parish – Secretary