

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

A Regular meeting of the Navarro County Emergency Services District #1 Board was held on the 10th day of November 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), CyLynne Callicutt (Treasurer) and Pete Parish (Secretary). Comm. Betsy Stroder (Asst. Treasurer) could not attend.
- Quorum was established. The meeting was called to order at 6:03 pm.

2. Citizen Comments and Announcements

- The 287RC department received their new brush truck this month.

3. Review and approve minutes from the October 14, 2025 regular meeting

- Minutes of the October 14th Regular Meetings were presented. Motion by Comm. Parish to approve the minutes, second by Comm. Callicutt, motion pass unanimously.

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

- The October 2025 Treasurer's report was reviewed and accepted as presented.

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

- Comm. Callicutt reviewed current ESD expenses submission. Expenses for the month totaled \$ 9,920.35. Transaction report in notebook.
- Motion to approve payment of the expenses as presented made by Comm. Younger, seconded by Comm. Callicutt, motion passed unanimously.

6. Review VFD's monthly fire reports

- No notable call activities this month.
- Comm. Parish review a new proposed format for the month summary. New format includes all the existing information but shows month over month trending more clearly and provided additional department level breakdowns of all categories. New format approved for future use.
- Comm. Parish will provide an update on report categories used and proposal to standardize across the departments.

7. Discussion and possible action regarding Service Provider Agreements

- Comm. Latta confirmed that clause 11.11 requiring KVFD and 287RC departments to review personnel changes before acting was removed.
- New contracts require departments to run background checks on new hires. Departments to use the standard Department of Public Safety system and the \$10 cost will be covered under the professional services budget line.
- Updated contracts to be presented and signed at the December regular meeting.

8. Discussion and possible action regarding current and new Fire Station Project

- NCESD1 legal counsel working on bid package for construction of the new Fire Station.
- Comm. Younger getting rebid from Al's Paint on interior painting of the Armory. Current bid is for \$54K. Difficult getting additional bids due to challenges with painting interior steel doors.

9. Discussion and possible action regarding NCESD Powell VFD acceptance of Forest Service Grants

- Received \$300K tender grant and a \$45K grant for skid slip-on unit. Grant money must be spent by October 2026.
- ESD1 is currently experiencing difficulties with existing skid unit on Truck 51 and want to replace with a new skid unit purchased with the new grant money. They will need board approval to sell the existing skid unit.
- Tanker 4650 (3,500 gal.) is 14 years old, but still operational. ESD1 proposed that Tanker 4650 be housed at the ESD Armory in Kerens and be used by all departments for larger structure fires.
- ESD1 would like to purchase new tender/tanker unit with the tender grant money. Desired unit will likely exceed the \$300K grant amount.
- ESD1 to draft a "budgetary" bid package to secure three bids to determine the amount of funds needed in excess of the \$300K grant.

10. Discussion and possible action regarding Open Action Items

Walk-In Vault – Conversion to digital access lock, status update.

- Locksmith will need to build a custom plate to install the new digital keypad.
- No action taken.

Front sidewalk, walkway, doorway steps and fire hydrant bollards, new 35' flagpole update.

- Comm. Latta shared bid of \$13K for the concrete work associated with the sidewalk, walkway, steps and fire hydrant bollards. Does not include any materials or labor for the flagpole.
- Motion made by Comm. Younger to approve the bid and proceed with the work, seconded by Comm Callicutt, motion passed unanimously

Sales and Use Tax Election

- Comm. Latta in discussions with NCESD legal counsel. Still targeting May 2026

December Meeting to decide on NCESD1 board positions for 2026

- No action taken at this time. Comm. Latta to reach out to Comm. Stroder.

NCESD1 Website Domain Registration

- Comm. Parish to reached out to former chief Kuta on details on "NCESD1.com" domain name registration. Important to retain existing domain to support the existing website.
- Tony explained domain name is registered with Google. Registration was established under the chief@ncesd1.com email address. Bill Kilgore and Curtis McNeese to look for any past emails detailing registration.
- Tony indicated that the registration was set-up to auto-renew, but the payment was tied to the old ESD1 account at Powell State Bank. That account was closed earlier this year.
- Comm. Callicutt to review and advise a new bank account or debit card to be used with the next renewal.

11. Adjourn Meeting 7:42 pm

Pete Parish – Secretary