

NAVARRO COUNTY EMERGENCY SERVICES DISTRICT NO. 1
Minutes from REGULAR MEETING on DECEMBER 9, 2025

A Regular meeting of the Navarro County Emergency Services District #1 Board was held on the 9th day of December 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), Comm. Betsy Stroder (Asst. Treasurer) and Pete Parish (Secretary).
- Quorum was established. The meeting was called to order at 6:02 pm.

2. Citizen Comments and Announcements

- State Firefighters' and Fire Marshall' Association (SFFMA) representative James Longbrake provided an overview of the association and their training and insurance programs.

3. Review and approve minutes from the November 10, 2025 regular meeting

- Minutes of the November 10th Regular Meeting 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 November 2025 Treasurer's report was reviewed and accepted as presented.
- There was discussion on the ESD Powell VFD maintenance budget. Chief Curtis McNeese shared that \$2,000 was needed to repair valves on their large tanker truck. Comm. Latta made a motion to move \$5,000 from the NCESD1 contingency budget to the ESD1 Powell maintenance budget. Motion was seconded by Comm. Parish and passed unanimously.

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

- Comm. Callicutt reviewed current ESD expenses submission. Expenses for the month totaled \$5,518.48. Transaction report in notebook.
- Motion to approve payment of the expenses as presented made by Comm. Parish, seconded by Comm. Callicutt, motion passed unanimously.

6. Review VFD's monthly fire reports

- Comm. Parish shared the new standardized report categories that align with state FireConnect categories. These new categories should be used going forward.
- Also, in line with FireConnect, Mutual Aid incidents should be categorized under one of the standard categories. Details on mutual aid given and received can be made in the notes section. KVFD has an excellent example.

7. Discussion and possible action regarding Service Provider Agreements

- All departments signed their new agreements following the meeting.

**8. Discussion and possible action regarding current and new Fire Station Project
ESD/KVFD New Facility Project**

- Comm. Latta and Younger to further skinny down the latest bid specification from the attorney.

Interior Painting for Armory

- Comm. Younger received new bids from painting contractors – Elmore's Painting \$78,000, M&M Painting \$55,000. Motion by Comm. Younger to accept the bid from M&M, second by Comm. Parish, motion passed unanimously.

9. Discussion and possible action regarding 2026 NCESD #1 board positions

- All current members agreed to stay on for the 2025-2026 term in their current positions.

10. Discussion and possible action regarding Open Action Items

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

- No action taken.

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

- Comm. Latta reiterated need for handrail in center of entrance steps to meet ADA requirements.

Sales and Use Tax Election

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

Active 911 Service for KVFD, 287RC and ESD Powell departments

- NCESD1 to pay for up to 25 licenses for each department.

NCESD Prosperity Bank debit card

- Comm. Latta working to establish tax exempt accounts with Harbor Freight and Industrial Janitorial Services (IJS).

NCESD1 Website Domain Registration

- Comm. Parish provided update on investigation with the ESD1 Powell admin team. The domain is set-up under a Google Business account in the name of the ESD1 department. The domain registration is \$12 per year and renews in the February-March timeframe.
- Comm. Latta directed that account should be updated to reflect NCESD1 with Comm. Callicut (Treasurer) as the point of contact. Will need to update payment method for the domain registration with the new Prosperity Bank account/debit card before February.

11. Adjourn Meeting 7:12 pm

Pete Parish – Secretary