

# NAVARRO COUNTY EMERGENCY SERVICES DISTRICT NO. 1

## MEETING MINUTES from REGULAR MEETING on FEBRUARY 10, 2026

A Regular meeting of the Navarro County Emergency Services District #1 Board was held on the 10<sup>th</sup> day of February 2026 at 6:00 p.m. at the Keren's Library, 121 S. Colket Street, 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 6:00 pm.

### 2. Citizen Comments and Announcements

- None this month.

### 3. Review and approve minutes from the January 12, 2026 regular meeting

- Minutes of the January 12th Regular Meeting were presented. Motion by Comm. Parish to approve the minutes, second by Comm. Younger, motion pass unanimously.

### 4. Supplemental Agenda for Election Items

- **4.1 Discuss and consider approval of an order calling election to adopt a Local Sales and Use Tax within the District for May 2, 2026.**

Motion made by Comm. Younger to approve the order for the May 2 election, seconded by Comm. Callicutt, motion passed unanimously. A copy of the signed and notarized order included in the meeting minutes notebook

- **4.2 Discuss and consider approval of the Joint Contract for Election Services and Election Services Agreement for May 2, 2026, Election, including Resolution Approving Joint Contract for Election Services and Election Service Agreement**

Motion made by Comm. Younger to approve the joint contract and resolutions for Election Services for May 2 election, seconded by Comm. Callicutt, motion passed unanimously. Copy of the signed and notarized joint election service agreement and resolution included in the meeting minutes notebook.

- **4.3 Discuss and consider approval of an order adopting and implementing bilingual election requirements.**

Motion made by Comm. Younger to approve the order adopting and implementing bilingual election requirements, seconded by Comm. Callicutt, motion passed unanimously, Copy of the signed and notarized bilingual elections order included in the meeting minutes notebook.

- **4.4 Discuss and consider approval an order adopting and implementing the use of voting systems in addition to paper ballots in District elections.**

Motion made by Comm. Younger to approve the use of voting systems in addition to paper ballots in District elections, seconded by Comm. Callicutt, motion passed unanimously. A copy of the signed and notarized order included in the meeting minutes notebook.

- **4.5 Discuss and consider approval the resolution authorizing Secretary's appointment of agent to perform duties during the election period.**

Motion made by Comm. Younger to approve the resolution authorizing Secretary's appoint of agent to perform duties during the election period, seconded by Comm. Callicutt, motion passed unanimously.

Secretary was authorized and directed to appoint Kelli Carlton, the District's Special Counsel as the Secretary's agent to perform the duties set forth in Section 31.123 of the Election Code for each District Election, and to post a notice containing the agent's name, the location of the agent's office, the agent's office hours and duration of the agent's office.

Copy of the signed and notarized resolution included in the meeting minutes notebook.

- **4.6 Authorize District's attorney to give Notice of Election for the May 2, 2026 election**

Motion made by Comm. Younger to authorize the District's attorney to give Notice of Election for the May 2, 2026 election, seconded by Comm. Callicutt, motion passed unanimously.

- **4.7 Discuss and consider adoption of an election calendar for the District's May 2, 2026 election**

Motion made by Comm. Younger to adopt the proposed election calendar for the May 2 Election, seconded by Comm. Callicutt, motion passed unanimously. Copy of the calendar included in the meeting minutes notebook.

- **4.8 Discuss and consider any other matters in connection with the District's May 2, 2026 election.**

- No further discussion.

## **5. Discussion, review, and possible action on Treasurer's report and Budget**

- The January 2026 Treasurer's report was reviewed and accepted as presented.
- Comm. Younger was added as a signatory on the District's bank accounts.

## **6. Discussion and possible action on Paying of ESD and VFD Expense**

- Comm. Callicutt reviewed current ESD expenses submission. Expenses for the month totaled \$11,096.97. Transaction report in notebook.
- Motion to approve payment of the expenses as presented made by Comm. Younger, seconded by Comm. Stroder, motion passed unanimously.

**7. Review VFD's monthly fire reports**

- Comm. Parish shared the consolidated run rate and man hour report. No notable activities this month.

**8. Discussion and possible action regarding ESD Powell VFD open meetings**

- Comm. Latta shared an opinion from the District's attorney that the ESD Powell VFD should be viewed as a governmental body and be subject to the Open Meetings Act (OMA) pursuant to section 551.005 of the Texas Government Code.

More discussion next month.

**9. Discussion and possible action regarding current and new fire station project**

**ESD/KVFD new facility project bid process paperwork continues**

- Comm. Latta provided additional edits to the District's attorney.

**Interior painting of ESD/Armory, areas and colors update**

- No discussion on this topic.

**Architectural drawings, geotechnical report and survey posted on the NCESD#1 website**

- No discussion on this topic.

**10. Discussion and possible action regarding Open Action Items**

**Walk-in Vault - conversion to digital access lock – complete - update**

- Comm. Latta shared that the price increased due to the need to rebuild the mount.

**Front sidewalk, walkway, doorway steps and fire hydrant bollards**

- No discussion on this topic.

**New 35' flagpole and repair of existing Powell flagpole and light - update**

- No discussion on this topic.

**Safe-D Conference attendees report**

- Comm. Younger – noted incoming SAFE-D President is from a smaller ESD in neighboring Henderson County, asked that we be moved from North Central region to Northeast region for better networking with similar ESDs.
- Comm. Callicutt – identified some refinements in our monthly expense approval process
- Comm. Parish – perceived there was an increased number of fire dept personnel in attendance this year, focused on sessions related to longer-term strategic planning and required fire records reporting. Will make a concerted effort to move those two items forward this year.
- Comm. Stroder – focused on sessions related to firefighter wellness

**Active 911 Service for KVFD, 287 R/C and ESD Powell ESD**

- 287RC submitted their invoices in January, ESD Powell department submitted their invoices this month. Kerens to submit at the March meeting.

**NCESD Prosperity Debit Card - Debit card in service**

- Comm. Callicutt provided debit card number to Bill Kilgore so that he can update the payment method with Google for the ncesd1.com domain name registration.

**Texas Forest Service 2604 Grant Program - Update**

- The ESD Powell department has complete their initial truck requirements and research and requested a special meeting to review their information and get further direction from the NCESD1 board. Will look to schedule a special meeting sessin in March.

**10. Adjourn Meeting 7:46 pm**

Pete Parish – Secretary