

ROBERTS COUNTY ESD No. 1
Regular Meeting
Tuesday, December 16, 2025

Members present: Tresa Seuhs, Carolyn Windley, Terri Cox, William Clark, Ryan McCoy

Members absent:

Administration present: Jenna Anderson

Agenda Item A: Call to order. The regular meeting of the Roberts County Emergency Services District No. 1 was called to order by Tresa Seuhs at 9:01 a.m. It was noted that a quorum was present.

Agenda Item B: Seat Appointment of Board members and Terms of Re-appointed Board Members: A motion was made by William Clark and seconded by Ryan McCoy to re-appoint Tresa Seuhs. Motion carried all ayes. A motion was made by Terri Cox and seconded by Ryan McCoy to re-appoint Carolyn Windley. Motion carried all ayes. A motion was made by Carolyn Windley and seconded by Terri Cox to re-appoint Ryan McCoy. Motion carried all ayes. A motion was made by Terri Cox and seconded by Carolyn Windley for the following Board positions:

President: Tresa Seuhs, 2 year term, expiration 12-31-2027; Vice President: Terri Cox, 1 year term, expiration 12-31-2026; Secretary: William Clark, 1 year term, expiration 12-31-2026; Treasurer: Carolyn Windley, 2 year term, expiration 12-31-2027; Board member: Ryan McCoy, 2 year term, expiration 12-31-2027. Motion carried all ayes.

Agenda Item C: Oath of Office & Officer Statement of Re-Appointed members: A motion was made by Terri Cox and seconded by William Clark to accept the Oath of Office and Officer Statement for Ryan McCoy, Tresa Seuhs and Carolyn Windley. Carolyn notarized Tresa and Ryans documents and Kim Adcock with the Roberts County Extension Office notarized Carolyns. Motion carried all ayes.

Agenda Item D: Minutes. A motion was made by Carolyn Windley and seconded by William Clark to approve minutes of the previous board meeting held on December 16, 2025. Motion carried with all ayes.

Agenda Item E: Payment of Bills and Reports. A motion was made by Terri Cox and seconded by Ryan McCoy to pay bills submitted for the month of December 2025 and to accept November 2025 reports to the ESD board that include Budget, Treasurer, Tax Assessor/Collector and Executive Assistant. Motion carried all ayes.

E-2-A: CD #2 Maturity: Jenna informed the board that the 90 day CD#2 was maturing this month. A motion was made by Tresa Seuhs and seconded by William Clark to approve the CD at a 90 day maturity again. Motion carried all ayes.

Agenda Item F: VFD Report: Phillip Clark was present but had no report to give. No action was taken.

Agenda Item G: EMS Report: Jenna informed the board about the Ems Christmas Dinner and that she has received the amount for RAC Funds to be used. No action was needed.

Agenda Item H: Radio Repeater: Jenna informed the board that the repeater south of town has been having some issues. Panhandle Regional Planning Commission had been contacted multiple times over the past couple of months, and has come and fixed the issue recently. No action was taken.

Agenda Item I: Siren Update: Jenna and Carolyn spoke with the Local Emergency Planning Committee about rotating Fridays for siren activation. They agreed that Judge Mitchell Locke (Roberts County) and Carolyn (City Secretary) should have a portable in their respective offices. Phillip stated he had just purchased a portable and they were approximately \$1,400 each. A motion was made by Terri Cox and seconded by Tresa Seuhs to purchase 2 portable radios with keypad capabilities for siren activation. Jenna will create a Mutual of Understanding between the ESD & County as well as the ESD & City. Motion carried all ayes.

Agenda Item J : 2026 Safe-D Conference: Jenna is looking into rental cars still. She is going to call County Chevrolet in Pampa and see if they do rentals. If not, she will contact the airport in Amarillo and see what they have available. Terri and Jenna will go get the rental on Tuesday, January 27th in order to leave Wednesday, January 28th. No action was taken.

Agenda Item K: Citizens to be Heard: No Citizens to be heard.

Agenda Item L: Executive Session. No Executive Session was taken.

Agenda Item M: Adjournment. A motion was made by William Clark and seconded by Terri Cox to adjourn. Motion carried with all ayes. The next meeting will be held Tuesday, January 20, 2026. ESD meeting was adjourned at 9:48 a.m.

Approved: January 20, 2026

Tresa A. Seuhs
William H. Clark