

ROBERTS COUNTY ESD No. 1  
Regular Meeting  
Tuesday, April 21, 2026

Members present: Tresa Seuhs, Carolyn Windley, Terri Cox, Ryan McCoy  
Members absent: William Clark  
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 9:02 a.m. It was noted that a quorum was present.

Agenda Item B: Minutes. A motion was made by Terri Cox and seconded by Ryan McCoy to approve minutes of the previous board meetings held on Thursday, March 19, 2026. Motion carried with all ayes.

Agenda Item C: Payment of Bills and Reports. A motion was made by Terri Cox and seconded by Carolyn Windley to pay bills submitted for the month of April 2026 and to accept March 2026 reports to the ESD board that include Budget, Treasurer, Tax Assessor/Collector and Executive Assistant. Jenna explained the activity report that is presented to the EMS Board of Directors every month. This report will be included each month for the ESD meetings. It shows all activity that the EMS has for the previous month and how Payroll will be reimbursed from the EMS. Motion carried all ayes.

Agenda Item D: VFD Report: Phillip Clark was not present. No action was taken.

Agenda Item E: EMS Report: Jenna updated the board on EMS personnel and on the schedule regarding how well it is working with the stipend and On Call schedule. A motion was made by Tresa Seuhs and seconded by Ryan McCoy to accept the EMS report as given. Motion carried all ayes.

Agenda Item F: Siren/Generator Update: Jenna informed the board that all generators have now been spoken for. One was sold to Roberts County for the Annex, one has been sold to the City of Miami for the water dock and the last one will be sold to Roberts County for the newer Fire Barn. The sirens are also all working properly. A motion was made by Ryan McCoy and seconded by Carolyn Windley to accept the update as presented. Motion carried all ayes.

Agenda Item G: MOU-EMS/ESD Payroll Agreement: A motion was made by Terri Cox and seconded by Tresa Seuhs for Jenna to create an MOU between the entities stating what reimbursements will be made by the EMS for Payroll. Jenna will present this at the May meeting. Should the payroll agreement remain in play for next fiscal year, Jenna will contact the ESD Attorney, Ken Campbell, and have it added into the contract. Motion carried all ayes.

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

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

Agenda Item J: Adjournment. A motion was made by Tresa Seuhs and seconded by Terri Cox to adjourn. Motion carried with all ayes. The next regular meeting will be held on May 19, 2026 @ 9am. ESD meeting was adjourned at 10:07 a.m.

Approved: May 19, 2026

Tresa A. Seuhs  
William H. Clark