

ROBERTS COUNTY ESD No. 1  
Regular Meeting  
Tuesday, August 19, 2025

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

Members absent:

Administration Present: Jenna Anderson

Guests Present: Phillip Clark

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 9:37 a.m. Meeting began late due to doctor appointment for Executive Assistant. It was noted that a quorum was present.

Agenda Item B: Minutes. A motion was made by William Clark and seconded by Terri Cox to approve minutes of the previous board meeting held on July 15, 2025. Motion carried with all ayes.

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

Agenda Item D: VFD Report: Phillip Clark informed the board that they received a new fire apparatus from the Forest Service. They are not in need of anything right now. No Action was taken.

Agenda Item E: EMS Report: Jenna stated there were no new updates for EMS. No action was taken.

Agenda Item F: Generator for Annex: Jenna spoke to the commissioners at court. Byron is getting a quote put together to put a new electrical panel at the annex and tie it into the water dock. The generator is not big enough to run the whole building, but Byron said it can run 1 air conditioner unit and 2 rows of lights, as well as the gas pumps. They asked for Jenna to get an official quote and send it to the Judge before their budget hearing on August 25. The ESD board asked Jenna to speak to the commissioners about possibly splitting the cost due to the county owning the building or the county paying the full install. Discussion was had about the ESD maintaining ownership of the generator or selling it to the county. No action was taken at this time.

Agenda Item G: Safe-D Conference: Jenna informed the board of the ESD conference January 29-31, 2026 in San Antonio. Interested board members are as follows: Terri, Carolyn, Tresa, Ryan, William and Jenna. Phillip Clark is also interested in possibly attending. The board asked Jenna to get pricing on flights and possibly a rental car. Jenna will bring the information to the September board meeting. No action was taken.

Agenda Item H: Discuss Certification of 2025 Tax Roll: A motion was made by Carolyn Windley and seconded by William Clark to accept the Tax Roll as presented by the Tax Assessor/Collector. Motion carried all ayes.

Agenda Item I: 2025-2026 Budget Workshop

I-1. The proposed 2025-2026 ESD budget was discussed and reviewed by the board and changes/additions were made per board instruction. A motion was made by Terri Cox and seconded by Tresa Seuhs to approve the proposed 2025-2026 budget. The board will schedule the final adoption of the budget at the September 16, 2025 regular ESD meeting. Motion carried with all ayes.

I-2. A motion was made by Ryan McCoy and seconded by Carolyn Windley for the ESD to propose a tax rate of 0.055491/\$100, which is a 1% increase from the previous fiscal year. This would bring an approximate revenue of \$230,795.00, plus the reserve line items including Account Reserve, Interest Income and CD, totaling \$381,795.00 for the budget year. Motion carried with all ayes.

Agenda Item J: Citizens to be Heard: No citizens to be heard.

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

Agenda Item L: Adjournment. A motion was made by Terri Cox and seconded by William Clark to adjourn. Motion carried with all ayes. ESD meeting was adjourned at 11:16 a.m.

Approved: September 16, 2025

Tresa A. Seuhs  
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