



**Bell County Emergency Services District No. 1
Board of Commissioners
Regular Session Meeting Minutes
January 15, 2026**

1. Establish quorum/Call to Order

With a quorum present, a regular session meeting of Bell County ESD No. 1 was called to order by Mark McGraw at 6:37 p.m. on January 15, 2026.

Mark McGraw	Present
Mark Huppert	Absent
Toby Hatton	Present
Jeff Kelley	Present
Melanie Kirchmeier	Present

2. Public Comment- none.

Presentation/Action Agenda

3. Approve the minutes of December 18, 2025, regular meeting.

Motion: Approve minutes as presented from December 18, 2025, regular meeting.

Result: Passed unanimously

Mover: Toby Hatton

Seconder: Jeff Kelley

Ayes: Mark McGraw, Toby Hatton, Jeff Kelley, Melanie Kirchmeier

4. Discuss and consider action on the Treasurer's report, outstanding bill obligation, and consolidated financial report, and invoiced payments made by ACH.

Motion: To approve treasurer's report, with the exception of expense for Command Vehicle, to be discussed on agenda item #11.

Result: Passed unanimously

Mover: Toby Hatton

Seconder: Melanie Kirchmeier

Ayes: Mark McGraw, Toby Hatton, Jeff Kelley, Melanie Kirchmeier

Motion: Approve invoiced payments made by ACH and Check

Result: Passed unanimously

Mover: Toby Hatton

Seconder: Melanie Kirchmeier

Ayes: Mark McGraw, Toby Hatton, Jeff Kelley, Melanie Kirchmeier

5. Receive monthly report from the Salado Fire Chief regarding emergency operations, response times, call volume, management activities, training, personnel, and public information.

Members heard from Chief Jim Franz.

Discussed with no action taken.

6. Discuss and consider approval of statement and oaths of office for appointed/reappointed commissioners.
Motion: Approve statement and oath of office for Melanie Kirchmeier's reappointment to the Board.
Result: Passed unanimously
Mover: Jeff Kelley
Seconder: Mark McGraw
Ayes: Mark McGraw, Toby Hatton, Jeff Kelley, Melanie Kirchmeier
7. Discuss and consider action regarding election of officers for board.
Motion: Have all commissioners retain officer their current officer positions.
Result: Passed unanimously
Mover: Jeff Kelley
Seconder: Melanie Kirchmeier
Ayes: Mark McGraw, Toby Hatton, Jeff Kelley, Melanie Kirchmeier
8. Discuss and consider action regarding obtaining/renewing Treasurer's bond.
Motion: Renew Treasurer's bond for 2026
Result: Passed unanimously
Mover: Toby Hatton
Seconder: Melanie Kirchmeier
Ayes: Mark McGraw, Toby Hatton, Jeff Kelley, Melanie Kirchmeier
9. Review training requirements and compliance status for each commissioner.
Discussed with no action taken.
10. Review and approve quarterly investment report for 4th quarter.
Motion: Accept quarterly investment report for 4th quarter.
Result: Passed unanimously
Mover: Toby Hatton
Seconder: Jeff Kelley
Ayes: Mark McGraw, Toby Hatton, Jeff Kelley, Melanie Kirchmeier
11. Discuss and consider action on Capital Expenditure for Command Vehicle (Budget Line Item # 91302)
Motion: Purchase Command Vehicle from Caldwell County ESD #2 for \$130,000.00
Result: Passed unanimously
Mover: Melanie Kirchmeier
Seconder: Jeff Kelley
Ayes: Mark McGraw, Toby Hatton, Jeff Kelley, Melanie Kirchmeier
12. Receive report from the Salado Volunteer Fire Department Board of Directors.
Members of the Board heard from VFD Board President Shane Berrier.
Discussed with no action taken.

13. Discuss and consider the next meeting date and future agenda items.
Regular meeting to be on February 19th @ 6:30

ADJOURNED at 7:53pm

Approved by the Board of Commissioners:



Toby Hatton, Secretary

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