



**Bell County Emergency Services District No. 1
Board of Commissioners
Regular Session Meeting Minutes
July 17, 2025**

1. Establish quorum/Call to Order/Pledges

With a quorum present, a regular session meeting of Bell County ESD No. 1 was called to order by Mark McGraw at 6:40 p.m. on July 17, 2025.

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

2. Public Comment- none.

Presentation/Action Agenda

3. Approve the minutes June 19, 2025, regular meeting.

Motion: Approve minutes as presented from June 19, 2025, meeting.

Result: Passed unanimously

Mover: Jeff Kelley

Second: Mark Huppert

Ayes: Mark McGraw, Mark Huppert, 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 as presented

Result: Passed unanimously

Mover: Mark Huppert

Second: Melanie Kirchmeier

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

Motion: Approve invoiced payments made by ACH and Check

Result: Passed unanimously

Mover: Jeff Kelley

Second: Melanie Kirchmeier

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

5. Review and consider action on quarterly investment report for 2nd quarter.

Motion to approve 2nd quarter investment report.

Result: Passed unanimously

Mover: Jeff Kelley

Second: Melanie Kirchmeier

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

6. Discuss and consider action regarding budget amendments.
No discussion or action needed.
7. See Supplemental Agenda minutes (attached).
8. Discuss and consider response agreement with City of Belton.
Motion: Approve agreement with Belton for exchange of response areas.
Result: Passed unanimously
Mover: Jeff Kelley
Seconder: Melanie Kirchmeier
Ayes: Mark McGraw, Mark Huppert, Toby Hatton, Jeff Kelley, Melanie Kirchmeier
9. Discuss FY 2026 proposed budget items.
No discussion or action taken.
10. Discuss and consider action on contract modifications with Salado VFD for reimbursement for station modifications.
Motion: Transfer \$200,000 to the VFD and amend existing contract from \$300,000 to \$700,000.
Result: Passed unanimously
Mover: Toby Hatton
Seconder: Mark Huppert
Ayes: Mark McGraw, Mark Huppert, Toby Hatton, Jeff Kelley, Melanie Kirchmeier
11. 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.
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.
Special Meeting to be on August 14th @ 6:30
Regular meeting to be on August 21st @ 6:30

ADJOURNED at 8:35pm

Approved by the Board of Commissioners:



Toby Hatton, Secretary

Bell County Emergency Services District No. 1



Bell County Emergency Services District No. 1
Board of Commissioners
Supplemental Agenda Meeting Minutes
July 17, 2025

1. Discuss and consider approval of the Contract for Election Services for November 4, 2025, Election, including Resolution Approving Joint Contract for Election Service.
Motion: Approve the Contract for Election Services for November 4, 2025, Election, including Resolution Approving Joint Contract for Election Service.
Result: Passed unanimously
Mover: Jeff Kelley
Second: Melanie Kirchmeier
Ayes: Mark McGraw, Mark Huppert, Toby Hatton, Jeff Kelley, Melanie Kirchmeier
2. Discuss and consider approval of an Order Adopting and Implementing Bilingual Election Requirements.
Motion: Approve an Order Adopting and Implementing Bilingual Election Requirements.
Result: Passed unanimously
Mover: Toby Hatton
Second: Mark Huppert
Ayes: Mark McGraw, Mark Huppert, Toby Hatton, Jeff Kelley, Melanie Kirchmeier
3. Discuss and consider approval of an Order Adopting and Implementing the Use of Voting Systems in Addition to Paper Ballots in District Elections.
Motion: Approve an Order Adopting and Implementing the Use of Voting Systems in Addition to Paper Ballots in District Elections.
Result: Passed unanimously
Mover: Toby Hatton
Second: Mark McGraw
Ayes: Mark McGraw, Mark Huppert, Toby Hatton, Jeff Kelley, Melanie Kirchmeier
4. Discuss and consider approval of the Resolution Authorizing Secretary's Appointment of Agent to Perform Duties during Election Period.
Motion: Approved the Resolution Authorizing Secretary's Appointment of Agent to Perform Duties during Election Period.
Result: Passed unanimously
Mover: Jeff Kelley
Second: Mark Huppert
Ayes: Mark McGraw, Mark Huppert, Toby Hatton, Jeff Kelley, Melanie Kirchmeier
5. Authorize District's attorney to give Notice of Election for the November 4, 2025, election.
Motion: Authorize District's attorney to give Notice of Election for the November 4, 2025, election.
Result: Passed unanimously

Mover: Jeff Kelley

Second: Mark Huppert

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

6. Discuss and consider adoption of an election calendar for the District's November 4, 2025, election.

Motion: Adopt an election calendar for the District's November 4, 2025, election.

Result: Passed unanimously

Mover: Jeff Kelley

Second: Mark McGraw

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

7. Discuss and consider any other matters in connection with the District's November 4, 2025, Election.

No discussion or action taken.