

## **KAUFMAN COUNTY EMERGENCY SERVICES DISTRICT NO. 7**

### **Minutes**

April 7, 2025

A regular meeting of the Board of Commissioners of Kaufman County Emergency Services District No. 7 was held **on Monday, April 7, 2025, at 5:00 p.m.**, at the Crandall Fire Department, 106 East Trunk Street, Crandall, Texas 75114.

1. Call meeting to order:
  - a. Commissioner Joseph Reese called the meeting to order at 5:06 p.m. with the following members present:
    - Commissioner Ashley Hunsaker
    - Commissioner Kevin Johnson
    - Commissioner Oliver Rawls
    - Commissioner Melissa Smith
    - Others: Fire Chief Carl Sheller, Captain Brad Miller
  - b. The following attended via phone: None.
2. Public Comment: No public comment.
3. Public Comment on Agenda Items: No public comment on the agenda items.

### **Reports**

#### **Discussion and Action Items**

4. Receive monthly reports from the Treasurer and consider;
  - a. Approval of payment of monthly bills and invoices for April 2025
    - The Board considered and approved the invoices, the withdrawal balance will be \$181,262.95 for April 2025. There was a correction that was made to the commission payments, payments were updated to reflect January-March. A motion was made by Commissioner Johnson, seconded by Commissioner Smith. The motion carried.
  - b. Approval of monthly financial report for April 2025.
    - Commissioner Rawls is still working on obtaining all the reports to complete the financial report. The Board tabled this until completion.
5. Receive monthly report from Crandall Fire Department regarding financial matters, training, management activities, membership, and emergency operations and out of station times (including breakdown by apparatus) and call volume for fire/rescue calls and for EMS calls.
  - a. See enclosed report.
  - b. The Department asked Siddons Martin to send a long term maintenance vendor agreement, Chief Sheller needs to go through the numbers and feels the proposal may have saved the Department (FD) money, the FD would like to ask the Board their thoughts on having a long term maintenance agreement. Commissioner Rawls referred to the previous meeting, there was another vendor they were going to check into and Chief Sheller stated they are stilling reviewing and looking at both vendors. He will need to dive into the numbers a little more to see if it will be a good decision. Chief Sheller will look into the second vendor to see if they can provide a maintenance service agreement.

6. Review and consider approval of the February 10, 2025, regular meeting minutes.
  - a. Commissioners present reviewed the minutes. Commissioner Rawls made a motion to approve the February 10, 2025, regular meeting minutes. Commissioner Smith seconded, the motion carried.
7. Review and consider approval of the March 3, 2025, regular meeting minutes.
  - a. Commissioners present reviewed the minutes. Commissioner Rawls made a motion to approve the March 3, 2025, regular meeting minutes. Commissioner Smith seconded, the motion carried.
8. Review and approval of signing the monthly FY25 contract for April with the Crandall Volunteer Fire Department.
  - a. Commissioner Smith made a motion to approve the signing of the monthly FY25 contract for April, Commissioner Johnson seconded. The motion carried.
9. Discuss and consider Review of the Records Management Program and make changes as appropriate.
  - a. The Commissioner reviewed the records management program and there were no questions or concerns. No action.
10. Discuss and consider annual review of investment policy and investment strategies and adopt resolution.
  - a. The Board reviewed. Commissioner Rawls felt it was pretty standard. Commissioner Rawls made a motion to approve the adoption of the resolution regarding the annual investment policy review. Commissioner Johnson seconded and the motion passed.
11. Discuss updates on forensic audit.
  - a. During the meeting an email from the auditors was read there was some confusion on the quantity of accounts. There is only one account. Commissioner Hunsaker stated she will reach out to them to help with clarification
12. Discuss the agenda, time, and date for the next meeting
  - a. The next regular meeting will be May 5, 2025, at 5 p.m.

**ADJOURNMENT** The meeting adjourned at 6:05 p.m.



Ashley Hunsaker, Board President