

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

### **Minutes**

March 3, 2025

A regular meeting of the Board of Commissioners of Kaufman County Emergency Services District No. 7 was held **on Monday, March 3, 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 5:14p.m. with the following members present:
    - Commissioner Oliver Rawls
    - Commissioner Joseph Reese
    - Commissioner Kevin Johnson
    - Commissioner Melissa Smith
    - Others: Fire Chief Carl Sheller, Asst. Fire Chief Josh Woodham
  - 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 March 2025  
The Board considered and approved the invoices, the withdrawal balance will be \$74,473.97 for March 2025. A motion was made by Commissioner Johnson, seconded by Commissioner Rawls. The motion was carried.
  - b. Approval of monthly financial report for March 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.  
See enclosed report.  
The FD presented an estimate for repairs on Engine 2 for a sensor that isn't under warranty, and a preventative estimate for Engine 1. The estimate captures new repair rates that have increased significantly. The FD is researching other cost-efficient companies. The FD would like to know how the ESD would like to move forward, use the original repair company or choose another option. Commissioner Reese discussed what the ESD is permitted to do based on the contract they have with Siddons-Martin. He discussed some repairs could be removed and work with another contractor for basic repairs not under contract such as ancillary repairs (doors, hoses, etc.). Repairs like the ball joints or other major components need to be completed through Siddons-Martin. The FD did not budget for higher repairs like this and may need financial relief from the ESD.

The FD discussed the CVFD budget with a breakdown of what was budgeted and actuals.

6. Review and consider approval of the February 10, 2025 regular meeting minutes.

This item was tabled due to the minutes still being reviewed by the law firm.

7. Review and approve signing the monthly FY25 contract for March with the Crandall Volunteer Fire Department.

Commissioner Rawls made a motion to approve the signing of the monthly FY25 contract for March, Commissioner Smith seconded. The motion carried.

8. Discuss and consider Review of the Records Management Program and make changes as appropriate.

Commissioner Hunsaker (not present) is the records manager for the ESD, she will review the records to find the records management program document. This item is tabled.

9. Discuss and consider action as needed regarding commissioner bond requirements.

Commissioner Rawls spoke with VFIS and their lowest bond amount is \$20k and can go up to \$100k, the legal team will tell the ESD which Commissioner will need to be bonded as well as the amount. They can go above \$100k but will require more documentation. The bond goes with the person so if they leave, the new person will need to receive a new bond. The Board in the past has done \$20k.

10. Discuss and approve payment to VFIS of Texas for bond.

Commissioner Smith made a motion to make payment to VFIS for a \$20k bond at \$100 per person for the President, Treasurer, and Assistant Treasurer.

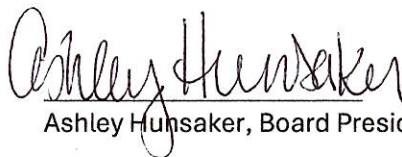
11. Discuss updates on ECSI visit regarding master plan.

Commissioner Hunsaker and Commissioner Reese met with ECSI in February to set expectations for hiring. ECSI also met with the Fire Department, City Manager, Mayor, EMA, Fire Marshall, county development director, dispatch, volunteer's and PTE's. They reviewed the following: training program/center, equipment apparatus and maintenance, IT, Doc Control, records keeping, and planning. The fire department would like the Board to speak with the law firm about the future planning process and the hiring of ECSI to ensure there are no paths being planned that won't work in the State or local laws. There is some questioning regarding boundary mapping, typically the ESD provides addresses, and a map is drawn up from there. There are several maps which are causing confusion. The FD feels that because ECSI is outside the area/state, they have concerns around all the research the FD is having to complete which should be provided through ECSI. There was further discussion about the Mesquite station which is around 2 miles from the proposed new station.

12. Discuss the agenda, time, and date for the next meeting

The next regular meeting will be April 7, 2025, at 5 p.m.

**ADJOURNMENT** The meeting adjourned at 6:10 p.m.

  
Ashley Hunsaker, Board President

