

MINUTES OF MEETING
BOSQUE COUNTY EMERGENCY SERVICES DISTRICT NO. 1

July 13, 2023

THE STATE OF TEXAS

COUNTY OF BOSQUE

The Board of Commissioners of Bosque County Emergency Services District No.1 ("District") met in regular session, open to the public, on Thursday, July 13, 2023, at 3:00 p.m. in the District's Office, 305 East Morgan, Meridian, Texas, pursuant to notice duly given in accordance with law. A copy of the Certificate Posting of the Notice is attached here as Exhibit "A".

The following Board Members were present, thus constituting a quorum:

Commissioner	Position	Attendance
Jack Cameron	President	Present
Sidney Carlisle	Vice President	Present
Donna Quarles	Secretary	Present
Jane Murphey	Treasurer	Present
Charlie Drexler	Asst. Secretary/Treasurer	Present

Also present at the meeting were:

Kelli Carlton – The Carlton Law Firm, P.L.L.C. (via telephone)

Cody Degges – North Bosque EMS (arrived at 3:25)

Item 1 – Call meeting to order. President Cameron convened the meeting at 3:00 p.m. and took agenda items in the order described below.

Item 2 – Public Comment: In accordance with the Texas Open Meetings Act, any response to a public comment that is made on an item that is not on the published final agenda will be limited to a statement of factual information or a statement of existing policy given in response to the public comment. Any deliberation or decision by the Board must be limited to a proposal to place the subject on a future agenda. No public comments.

Item 3 – Public Comment on Agenda Items: Members of the public may comment on any agenda item listed below. Members of the public may speak for up to two minutes per agenda item on which they comment. No public comments.

Item 4 – Discuss and consider minutes of the May 8, 2023, special meeting minutes and May 18, 2023 regular meeting minutes. Commissioner Carlisle moved to approve the May 8, 2023, special meeting minutes as presented in the packet. Commissioner Quarles seconded the motion, and the motion passed 5-0.

Commissioner Quarles moved to approve the May 18, 2023, regular meeting minutes as presented. Commissioner Drexler seconded the motion, and the motion passed 5-0.

Item 5 – Discuss and consider Treasurer’s report and the payment of rent, invoices, advertising expenses, and reimbursements owed to Commissioners for out-of-pocket expenses. Commissioner Murphey discussed the two months of Treasurer’s reports as presented in the agenda packet. Commissioner Carlisle moved to approve the two Treasurer’s reports and pay the bills and invoices presented. Commissioner Drexler seconded the motion, and the motion passed 5-0.

Item 6 - Discuss and consider any revenue transfers among District accounts. Commissioner Murphey discussed transferring funds from the District’s TexPool account to the checking account at the next Board meeting. No action taken.

Item 7 - Receive monthly report from North Bosque EMS regarding emergency operations, response times, call volume, training, management activities, personnel and membership and take any related action. The Board discussed the report as provided in the packet. Commissioner Carlisle moved to approve the report as presented. Commissioner Quarles seconded the motion, and the motion passed 5-0.

Item 8 - Receive monthly report from Bosque Valley First Responders Organization regarding emergency operations, response times, call volume, training, management activities, personnel and membership and take any related action. Kelli Carlton discussed the responsiveness of the FRO for agenda packet preparation before the Board meetings. Commissioner Cameron will ask Linda Thiele to contact the FRO and discuss FRO meeting responsiveness. The Board reviewed the May report that was provided in the packet. Commissioner Quarles moved to approve the May report as presented. Commissioner Drexler seconded the motion. The motion passed 5-0. There was no June report available.

Item 9 - Receive status report from Commissioners on District-related work since the previous month’s meeting. None.

Item 10 - Receive General Counsel report, including, but not limited to, tax matters, pending contract issues, open records requests, and other legal issues, if any, and take action as needed. Ms. Carlton participated in Item 13 and other items as noted. No additional report.

Item 11 – Review and approve quarterly investment report for 2nd quarter. Commissioner Carlisle moved to approve the investment report. Commissioner Quarles seconded the motion, and the motion passed 5-0.

Item 12– Discuss and consider service provider contract renewals and/or amendments. The Board discussed service provider agreements with Ms. Carlton. No action taken.

Item 13 – Discuss and consider adoption of the tax and budget planning calendar 2023, authorization for payments for the tax process publications, and take any related action. The

Board discussed availability of a quorum on August 3, 2023, at 3 p.m. for a special meeting. Ms. Carlton requested NBEMS provide its budget information to Commissioner Murphey before the special meeting. The Board also discussed the tax planning calendar with Ms. Carlton. Commissioner Carlisle moved to adopt the tax planning calendar as presented and to authorize payment for tax process publications. Commissioner Murphey seconded the motion, and the motion passed 5-0.

Item 14 – Discuss and consider scheduling budget meetings/workshops and the FY24 draft budget. The Board will make the budget workshop a part of the August 3 special meeting. No action was taken on the FY24 budget.

Item 15 – Discuss and consider modifying the District’s website and acquiring District email addresses for Commissioners. The Board discussed the website with Ms. Carlton. Commissioner Cameron moved to have Ms. Carlton work with the webmaster to update the site and create an “info@” email to help with spam issues and phishing. Commissioner Carlisle seconded the motion, and the motion passed 5-0.


Item 16 – Discuss and consider stations, including renovations to existing stations and the new Clifton station. Commissioner Cameron provided an update on the construction of the new Clifton station. Commissioner Carlisle said the City has rerouted the wastewater line at the new station recently. No action was taken.

Item 17 – Discuss time, place, date, and agenda items for next meeting. The Board will hold a special meeting on August 3, 2023, at 3 p.m. at the District office. The next regular meeting will be August 17, 2023, at 3 p.m. at the District office.

There being no further business, Commissioner Quarles moved to adjourn, and Commissioner Murphey seconded. The motion passed unanimously. The meeting adjourned at 3:33 p.m.

SEAL




Donna Quarles, Secretary
August 17, 2023
