

MINUTES OF MEETING

BOSQUE COUNTY EMERGENCY SERVICES DISTRICT NO. 1

September 19, 2024

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, September 19, 2024, 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	Absent
Jane Murphey	Treasurer	Present
Charlie Drexler	Asst. Secretary/Treasurer	Present

Also present at the meeting were:

Cody Degges – North Bosque EMS

Kelli Carlton – The Carlton Law Firm PLLC (via telephone)

Item 1 – Call meeting to order. Commissioner 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 approval of the August 13, 2024, special meeting minutes and August 26, 2024, regular meeting minutes. Commissioner Carlisle moved to approve the August 13, 2024 minutes as presented. Commissioner Murphey seconded the motion, and the motion passed 4-0. The August 26, 2024 minutes will be addressed in the October meeting, no action taken.

Item 5 – Discuss and consider approval of the Treasurer’s report and the payment of rent, invoices, advertising expenses, and reimbursements owed to Commissioners for out-of-pocket expenses. Commissioner Murphey presented the Treasurer’s report. Commissioner Murphey also noted two invoices to be paid not listed in the report. Commissioner Murphey noted the first invoice not listed is the VFIS invoice for \$1,120.00, and the insurance coverage was discussed with Ms. Carlton. The second invoice added to the report is for ParentSquare for the District’s website for \$1,260.00. Commissioner Murphey said she will send Ms. Carlton the VFIS insurance policy for her review. Commissioner Murphey noted that the District Clerk provided checks to Commissioner Murphey for the tax sales of approximately \$6,000. Commissioner Carlisle moved to approve the Treasurer’s report and pay the bills and invoices as presented with the two additional invoices included. Commissioner Drexler seconded the motion, and the motion passed 4-0.

Item 6 - Discuss and consider approval of FY24 and/or FY25 budget amendments, if any. Commissioner Cameron said the Meridian station needs to be upgraded or changed. Commissioner Cameron would like to set aside \$5,000 or more for station upgrade purposes. Commissioner Cameron told the Board he asked a ranch owner about the potential purchase of property near the Sheriff’s Office. No amendments to the budgets this month.

- a. **Adding line items for future stations and contingencies.** The Board discussed owning or buying land in the District and building a station and having a budget line item for contingencies and one as a building fund. Commissioner Murphey will review the FY25 budget and report in October under the budget amendment item.

Item 7 - Discuss and consider approval of any revenue transfers among District accounts. The Board discussed transferring money from the TexPool account to the operating account. Commissioner Carlisle moved to transfer \$50,000 from the TexPool account to the operating account. Commissioner Drexler seconded the motion, and the motion passed 4-0.

Item 8 - 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. Cody Degges presented the report with the run times listed. Commissioner Carlisle moved to approve the report as presented. Commissioner Drexler seconded the motion, and the motion passed 4-0.

Item 9 - 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. Craig Howard discussed the BVFRO report that was included in the agenda packet. Commissioner Drexler moved to approve the report as presented. Commissioner Murphey seconded the motion, and the motion passed 4-0.

Item 10 - Receive status report from Commissioners on District-related work since the previous month's meeting. Commissioner Carlisle said she has the tax rate form she received from the Tax Office and Commissioner Cameron will sign the form. Commissioner Carlisle also said she will deliver the signed tax form to the Tax Office. Commissioner Cameron noted there will be a SAFE-D webinar on September 30th, 2024 at 6:30 p.m.

Item 11 - 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 had no additional report, she participated in the items above.

Item 12 - Discuss and consider stations, including renovations to existing stations and the new Clifton station, and issues related to the operation or maintenance of the stations. Mr. Degges discussed an insect and air conditioning issue at the office that may be related to the water issue. Mr. Degges noted he is working on the air conditioning repairs and there are no other issues at the other stations.

Item 13 - Discuss and consider investing certain District funds in a certificate of deposit. Commissioner Cameron discussed the certificates of deposit with the Board. No action was taken.

Item 14 - Discuss time, place, date, and agenda items for next meeting. The next regular meeting will be October 17, 2024, at 3 p.m. at the District office.

There being no further business, Commissioner Carlisle moved to adjourn, and Commissioner Drexler seconded. The motion passed 4-0. The meeting adjourned at 3:41 p.m.

SEAL





Donna Quarles, Secretary
October 17, 2024