

June 16,2022

The Rusk County Emergency Service District #1 met on this date at 6:40 p.m. with Board President David Burks presiding. Board Members present were Brian Bathke, Gloria Dooley, Jiffy Dukes and Wayne Griffith. The meeting was opened with a prayer from Brian Beeson followed by the pledge to the American flag.

A roll call of departments present was recorded as follows: Carlisle, Crims Chapel, Eastside, Elderville, Garrison, Henderson, Rusk County Rescue, Laneville, Mt. Enterprise, New London, New Salem, Overton, Reklaw and Tatum. Departments recorded as absent were: Church Hill, Texas Forest Service, Kilgore FD, and Kilgore Rescue.

The minutes from the previous meeting were then presented to the Board for their consideration and approval as emailed. On a motion made by Board Member Jiffy Dukes, and duly seconded by Board Member, Wayne Griffith, the minutes were approved as emailed with a unanimous vote of the Board.

The financial report was then presented to the Board for the consideration and approval by Board Administrative Assistant Jeanine Rounsavall. She reported a beginning balance in the District's checking account in the amount of \$536,308.49, and after deposits and disbursements, an ending balance in the amount of \$468,912.75; the General Money Market account showed a beginning balance in the amount of \$1,613,971.17, with interest earned in the amount of \$718.54, for an ending balance in the amount of \$1,662,151.04; the Reserve Money Market account showed a beginning balance in the amount of \$32,407.74, with interest earned in the amount of \$14.42, for an ending balance in the amount of \$32,422.16; and the Obligations Money Market account showed a beginning balance in the amount of \$71,506.82, with interest earned in the amount of \$31.83, for an ending balance in the amount of \$71,538.65. Also included with the report was budget versus actual; profit and loss versus actual, department breakdown and reconciliations on all accounts. On a motion made by Board Member Brian Bathke, and duly seconded by Board Member Jiffy Dukes, the financial report was approved as presented with a unanimous vote of the Board.

The payment of bills was then presented to the Board for their consideration and approval by Board Administrative Assistant Jeanine Rounsavall. She read aloud all checks written during the month and there were no questions or discussion. On a motion made by Board Member Gloria Dooley, and duly seconded by Board Member Jiffy Dukes, the payment of bills was approved with a unanimous vote.

Under Old Business the first agenda item was to consider and possibly approve any pending items regarding the remodel of the training facility. Board Treasurer Dooley reviewed the email from Danny Berry of Berry & Clay with the estimated remodel cost and explained that she had added 14.5% to that for the construction services and then rounded that number to \$2,235,000.00 for the initial loan amount that she would be seeking through Government Capital Corporation. She requested permission from the Board to proceed with securing

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funding. A motion to proceed with securing funding was made by Board President Burks, and duly seconded by Board Member Jiffy Dukes. The motion passed with a unanimous vote of the Board.

The next item under Old Business was to consider and possibly approve an Interlocal Agreement contract for the Rusk County Commissioners Court and the Rusk County ESD. Board Treasurer Dooley presented the agreement that had been drawn up by the Carlton Law Firm and asked that the Board approve it so she could get it to the County Judge and on the agenda for the Commissioners Court. Cost sharing in the agreement would be set initially at 50%. A motion to approve was made by Board Member Jiffy Dukes, and duly seconded by Board Member Wayne Griffith. The motion passed with a unanimous vote.

The next item under Old Business was to consider and approve action on the Tatum brush truck. Board Treasurer Dooley reported that the District had received a check from VFIS for estimated repairs and that we now had to decide what to do. It was agreed that the truck would not be repaired and she presented an option to do a letter of intent to purchase with Grapevine Dodge for a 5500 chassis at an approximate cost of \$62,000.00. Dodge would be opening up orders this summer and delivery would be in 6 to 9 months which was way sooner than ordering a Ford chassis. The District would be under NO obligation to purchase the chassis if they found something else before delivery. She also reported that Burl's Collision was asking for \$400.00 for labor for the teardown on the truck which was must less than anticipated. After discussion, it was agreed to a letter of intent for two (2) Ram chassis and payment to Burl's immediately. A motion to proceed was made by Board Member Gloria Dooley, and duly seconded by Board Member Brian Bathke. The motion passed with a unanimous vote. The District will continue to seek out a chassis from whatever sources are available and if one is found, it will be purchased and a rebuild done for the brush truck using the skid on the damaged truck now in storage.

The last item under Old Business was to consider and possibly approve the resubmission of the invoice and check copy from the New Salem VFD for fencing of their radio tower at a cost of \$2,367.00. The Board reviewed the actual invoice and check copy and had no objections. A motion to reimburse the department was made by Board Member Brian Bathke, and duly seconded by Board Member Jiffy Dukes. The motion passed with a unanimous vote.

The first item under New Business was to consider and possibly approve to purchase bunker gear from the Overton VFD through a Texas Forest Service grant in the amount of \$24,995.98. Cost share to the ESD would be \$4,995.98 plus freight. The Board reviewed the quote submitted and had no questions. A motion to approve the request to purchase was made by Board Member Jiffy Dukes, and duly seconded by Board Member Wayne Griffith. The motion passed with a unanimous vote. The vendor will direct bill the ESD and the department will

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reimburse the ESD in the amount of \$20,000.00.

The next item under New Business was to consider and possibly approve reimbursement to the Eastside VFD for the purchase of three radios at a cost of \$3,259.43. The request was presented by Chief Reynolds and the Board had no questions. A motion to reimburse the department upon receipt of invoice and check copy was made by Board Member Brian Bathke, and duly seconded by Board Member Wayne Griffith. The motion passed with a unanimous vote.

The next item under New Business was to consider and possibly approve an additional amount of \$403.37 for repairs to the 2018 Overton VFD tender. Board Member Gloria Dooley asked to withdraw the request as she had just found out prior to the meeting that the part to be replaced would be under warranty and there shouldn't be any additional costs for the repairs. A motion to withdraw the request was made by Board Member Gloria Dooley, and duly seconded by Board Member Jiffy Dukes. The motion passed with a unanimous vote.

The last item under New Business was to consider and possibly approve amendments to the 2022 budget due to unforeseen expenses. Board Treasurer Dooley went over the list of unforeseen expenses and asked that the Board approve amending the budget in the amount of \$267,974.72 bringing the total for 2022 to \$2,091,879.15. A motion to approve amending the 2022 budget was made by Board Member Brian Bathke, and duly seconded by Board Member Jiffy Dukes. The motion passed with a unanimous vote.

Under public comments Board Treasurer Dooley reported that she and Jeanine Rounsavall, Board Administrative Assistant, had attended an exit interview on the 2021 annual audit and the final audit report would be presented at the next Board meeting. She also reminded all departments that their 2023 budgets needed to be emailed to her by Monday, June 20<sup>th</sup> prior to the budget workshop on June 21<sup>st</sup>. Tina Dukes reported that she was in contact with someone at TexFirs regarding updating incident reports and hoped to have more information soon.

There being no further business to come before the Board at this time, a motion to adjourn was made by Board Member Brian Bathke, and duly seconded by Board Member Wayne Griffith. On a unanimous vote of the Board, the meeting was adjourned at 7:40 p.m.

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Secretary

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President