

**Robertson County Emergency Services District
Board of Commissioners
Monthly Meeting
March 12, 2024 @ 6:30 p.m.
RCESD/EMS Office
287 Cooks Lane, Franklin, TX 77856**

1. Call Meeting to Order

President Robert Yezak called meeting to order at 6:33pm and noted a quorum present, along with legal counsel. The Board of Commissioners met at RCEMS Station 1/RCESD Conference Room, 285 Cooks Lane, Franklin, Texas.

The following were present:

RCESD COMMISSIONERS

Robert Yezak, President
Toni Mathews, Treasurer

Jerry Henry, Asst. Treasurer
Kayla Sanders, Commissioner

Hope Zeig, Executive Director
James McCullough, Legal Counsel

VISITORS

Adam Gallagher, RCESD
Celene Lincecum, SRPVFD
Eileen Grzehowiak, SRPVFD
Chris Wills, BVFD

Amy Munoz, RCESD
Renda Jackson, CVFD
Tyler Aaron, FVFD
Travis Aaron, FVFD

David Buckley, HVFD
Theresa Fowler, BJVFD
Nick Fowler, BJVFD

2. Public Comments

None

3. Consideration, discussion, and any approval of February 2024 Minutes (Action Item)

Commissioner Henry made a motion to approve February 2024 minutes. Commissioner Sanders seconded the motion, the motion carried.

4. Consideration, discussion, and any approval of February 2024 Financial Report (Action Item)

Commissioner Sanders made a motion to approve February 2024 Financial Report. Commissioner Mathews seconded the motion, the motion carried.

- **Emergicon Collections and Write-Off Reports**
Emergicon collections for February were \$198,082.50. No write-offs have been made yet.
- **CitiBank Credit Card Statements**
Copies of statements and invoices were included in packet.
- **Sales Tax Report**
Sales tax report for period ending 02/09/24 was included in packet.
- **Accept Seale VFD reimbursement of Building Insurance, \$1,731**

Commissioner Sanders made a motion to accept Seale VFD reimbursement of \$1,731 for building insurance. Commissioner Mathews seconded the motion, the motion carried.

- **Ratify SAFE-D Conference Registration Fees \$1,475**
Commissioner Sanders made a motion to ratify SAFE-D conference registration fees of \$1,475. Commissioner Mathews seconded the motion, the motion carried.

President Robert Yezak appointed a subcommittee to review all financial reports called Financial Subcommittee, with members being Kayla Sanders and Jerry Henry.

5. Consideration, discussion, and any approval of Reserve Funding Request of Volunteer Fire Departments to include funding adjustment (Action Item)

- **Blackjack for garage doors totaling \$5,594**
Commissioner Henry recommended Blackjack VFD to seek out other bids for the upcoming fiscal year. Commissioner Barker asked if repair was attempted to which the answer was no. Recommendations of other overhead services were made by visitors.

Commissioner Mathews made a motion to approve Blackjack Reserve Funding Request for garage doors totaling \$5,594. The motion died for a lack of a second.

6. Consideration, discussion, and any approval of FY2023-24 Budget Adjustments (Action Item)

- **Franklin adjustment of \$600**
Commissioner Sanders made a motion to approve Franklin budget adjustment of \$600 from Communication to Vehicle Maintenance. Commissioner Mathews seconded the motion, the motion carried.

7. Consideration, discussion, and any approval of Requests for FY 2023-24 Preapproval of Expenditures of Volunteer Fire Departments (Action Item)

- **Blackjack preapproval of equipment, supplies, gear, and maintenance totaling \$5,130.53**
Commissioner Sanders made a motion to approve Blackjack preapproval of equipment, supplies, gear and maintenance totaling \$5,130.53. Commissioner Mathews seconded the motion, the motion carried.
- **Calvert preapproval of training expense totaling \$185.48**
Commissioner Henry made a motion to approve Calvert preapproval of training expense totaling \$185.48. Commissioner Sanders seconded the motion, the motion carried.
- **RCEMS preapproval of TV, dues, surge protector, and vehicle equipment totaling \$1,447.96**
Commissioner Henry made a motion to approve RCEMS preapproval of TV, dues, surge protector, and vehicle equipment totaling \$1,447.96. Commissioner Sanders seconded the motion, the motion carried.

8. Consideration, discussion and any Approval of Appropriate Expenditures for Volunteer Fire Departments, payment of approved expenditures for FY 2023-24 expenditures (Action Item)

Commissioner Sanders made a motion to approve Appropriate Expenditures for Volunteer Fire Departments and payment of approved expenditures for FY2023-24. Commissioner Henry seconded the motion, the motion carried.

9. Consideration, discussion and any Approval for Payment of Robertson County Emergency Services District Monthly Expenses including payroll and RCEMS and Tower Expenses and Funds Transfer (Action Item)

Commissioner Henry made a motion to approve payment of Robertson County Emergency Services District monthly expenses, including payroll, RCEMS, tower expenses, and a funds transfer of \$370,000 from Super Now to Money Market. Commissioner Sanders seconded the motion, the motion carried.

10. Consideration, Discussion and any Approval of Robertson County Emergency Services District Tower Building Replacement (Action Item)

- **Internet at Tower for Alerting System**

Internet installation for alerting system at tower is \$3612.91. Additional monthly expense will be added to current FirstNet bill.

Commissioner Sanders made a motion to approve Robertson County Emergency Services District tower internet for alerting system. Commissioner Henry seconded the motion, the motion carried.

11. Consideration, Discussion and any Approval of Robertson County Emergency Services District Subcommittee Recommendation for 2023 Employee Benefits package and items required for transition (Action Item)

- **Other Operational and Personnel Related Items**

None

12. Consideration, Discussion and Any Approval of Franklin Volunteer Fire Department Loan Agreement for Chassis and New Skid Unit (Action Item)

Commissioner Sanders made a motion to approve Franklin Volunteer Fire Department loan agreement for chassis and new skid unit for \$136,261 with payments of \$25,000 for six years starting November 1, 2024. Commissioner Mathews seconded the motion, the motion carried.

13. Consideration, Discussion and any Approval of Robertson County tower and communications updates (Action Item)

- **Adopt a Resolution for BVWAC in conjunction with all Robertson County and Robertson County Equipment**

No resolution available at this time.

14. Reports from Volunteer Fire Departments, including any financial, performance, training, equipment, operations, compliance, and personnel reports

Blackjack- none

Bremont- 4 new members.

Calvert- 1 member attended Livingston Fire School

Easterly- none

Franklin- 20 calls last month. Training. 2 new applicants.

Hearne- 2 new applicants.

Seale- open house March 16 10am-2pm.

Wheelock- none

15. Reports from Robertson County EMS including any financial, performance, training, equipment, operations, compliance and personnel reports

New monthly report was made available to commissioners.

16. EXECUTIVE SESSION

- **Closed meeting (Executive Session) pursuant to Section §551.071 of the Texas Government Code – Consultation with Attorney; to wit: Consultation with Attorney**

- **Announcement of time and date closed meeting (executive session) for this matter ends and reconvene in open session.**

- **The Robertson County EMERGENCY SERVICES DISTRICT reserves the right to adjourn into Executive Session at any time during the course of this meeting to discuss any of the matters listed above as authorized by the Texas Government Code Sections 551.071 (Consultations with Attorney), 551.072 (Deliberations about Real Properties), 551.073 (Deliberations regarding Gifts and Donations), 551.076 (Deliberations regarding Security Devices or Security Audits), and 551.087 (Deliberations regarding Economic Development Negotiations)**

President Robert Yezak announced the open meeting session closed at 7:02pm and Executive session would begin.

17. RECONVENE INTO REGULAR SESSION

- **The Robertson County EMERGENCY SERVICES DISTRICT will reconvene in a public meeting to discuss and take action on related matters.**

Regular session reconvened at 8:02 pm.

18. Adjourn

Commissioner Mathews made a motion to adjourn at 8:07pm. No opposition.

The Robertson County Emergency Services District Board reserves the right to adjourn into Executive Session at any time during the course of this meeting to discuss any of the matters listed above as authorized by the Texas Government Code Sections 551.071 (Consultations with Attorney), 551.072 (Deliberations about Real Properties), 551.073 (Deliberations regarding Gifts and Donation), 551.074 (Personnel Matters), 551.076 (Deliberations regarding Security Devices or Security Audits), and 551.087 (Deliberations regarding Economic Development Negotiations).

Next Monthly Board Meeting, Emergency Services District April 9, 2024