

Robertson County Emergency Services District
Board of Commissioners
Monthly Meeting
Tuesday, March 14, 2023 @ 6:30 p.m.
RCEMS Station 1/RCERGENCY SERVICES DISTRICT Office
285 Cooks Lane, Franklin, TX 77856

1. Call Meeting to Order

President, Robert Yezak, called the meeting to order at approximately 6:30 pm and noted a quorum was present with legal counsel. The Board of Commissioners met at the RCEMS Station 1/RCESD Conference Room, 285 Cooks Lane, Franklin, Texas.

The following were present:

RCESD COMMISSIONERS:

Robert Yezak, President
Jerry Henry, Asst. Treasurer
Toni Mathews, Treasurer

Kayla Sanders, Commissioner
Carla Barker, Vice President

James McCullough, Legal Counsel
Hope Zeig, Executive Director

VISTORS:

Adam Gallagher, RCEMS
Celene Lincecum, SVFD
Renda Bermudez, CVFD
Steven Von Gonten, RCEMS
Alan Stillley, BVFD
Erin Rodriguez, HVFD
David Buckley, HVFD

DeeDee Ferrell, FVFD
Michael Brewer, Rob Co Tax Assessor
Ron Capehart, Linebarger
Amy Munoz, RCESD/EMS
Karen Box, Rob Co Sherriff Office
Frank Little, WVFD
Michael Willet, Touchstone District Services

Item 15 was moved up to accommodate visitor and Item 3 was moved to the end to give speaker more time to address the board

2. Public Comments

None

3. Consideration, discussion and any approval of action needed to be taken by Touchstone District Services on behalf of Robertson County Emergency Services District for May 6, 2023, Election (Action Item)

- **Simon Van Dyke or Michael Willett to Address Election Project Status**

Commissioner Robert Yezak appointed Commissioner Barker and Commissioner Henry to the Fund Planning Subcommittee.

4. Consideration, discussion, and any approval of February 2023 Minutes (Action Item)

Commissioner Mathews makes a motion to approve February 2023 Minutes. Commissioner Henry seconded the motion, the motion carries.

5. Consideration, discussion, and any approval of February 2023 Financial Report (Action Item)

- **Emergicon Reports**

Emergicon collection report for March is \$28,419.21. This is still only collections for RCEMS, Inc. The write-offs show a total of \$131,635.48

- **CitiBank Credit Card Statements**

CitiBank Credit Card and receipts will be included in packets every month now.

Commissioner Sanders makes a motion to approve the February 2023 Financial Reports. Commissioner Henry seconds the motion, the motion carries.

6. Consideration, discussion and any approval of closing Robertson County EMS, Inc. Payroll Account (Action Item)

Commissioner Mathews makes a motion to withdraw the balance of \$1,356.80 from the Robertson County EMS, Inc. Payroll Account and close the account. The balance will be deposited into the ESD account. Commissioner Henry seconded the motion, the motion carries.

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

None

8. Consideration, discussion, and any approval of FY2022-23 Budget Adjustments (Action Item)

- **Blackjack adjustment for \$925.39**
\$925.39 from Emergency Services Equipment
\$723 to SCBA
\$202.39 to Mechanical Supplies/Tools

Commissioner Mathews makes a motion to approve Blackjack VFD adjustment totaling \$925.39. Commissioner Sanders seconded the motion, the motion carried.

- **Franklin adjustment for \$8**
\$8 from Office Supplies to Postage

Commissioner Barker makes a motion to approve Franklin VFD adjustment totaling \$8. Commissioner Mathews seconded the motion, the motion carried.

9. Consideration, discussion, and any approval of Requests for Preapproval of Expenditures of Volunteer Fire Departments (Action Item)

- **Blackjack VFD request of \$11,037.20 for equipment, tools, and gear**
The request included drip pans for \$35.98, flashlights for \$394.99, SCBA batteries for \$415, 3 set of bunker gear for \$8250, door stops for \$20.20, 16 wildland helmets and goggles for \$1838.40, drill bits for \$62.35 and extension cord for \$20.28.

Commissioner Sanders asks if this is all in the budget to which the answer was yes.

Commissioner Sanders makes a motion to approve Blackjack VFD to purchase items submitted totaling \$11,037.20 plus shipping. Commissioner Mathews seconded the motion, the motion carried.

- **Bremond VFD request of \$2,540.38 for bunker and other gear**
The request included helmets for \$852.48, hoods for \$216.08, boots \$1102.68, and gloves for \$369.14.

Commissioner Mathews makes a motion to approve Bremond VFD to purchase items submitted totaling \$2,540.38 plus shipping. Commissioner Sanders seconded the motion, the motion carried.

- **Hearne VFD request of \$18,412.50 for bunker gear**
Hearne VFD added two additional sets of gear, bringing the total requested to \$20,562.50. They are receiving a grant and that will pay for the majority of the bunker gear, but they wanted to order it now before there is a price increase. Hearne VFD received a \$20,000 grant for bunker gear and will return grant to ESD.

Commissioner Mathews makes a motion to approve Hearne VFD to purchase items submitted totaling \$20,562.50 plus shipping. Commissioner Henry seconded the motion, the motion carries.

- **Wheelock request of \$23,273 for equipment and tools**

Quote from MES was presented to the board totaling \$23,273.00 for combi jaws, air CU lighting, and connectable bags.

Commissioner Henry makes a motion to approve Wheelock to purchase items submitted totaling \$23,273 plus shipping. Commissioner Mathews seconded the motion, the motion carries.

10. Consideration, discussion and any Approval of Appropriate Expenditures for Volunteer Fire Departments, payment of approved expenditures for FY 2022-23 expenditures (Action Item)

Commissioner Barker makes a motion to approve Appropriate Expenditures for Volunteer Fire Departments, payment of approved expenditures for FY 2022-23 expenditures. Commissioner Henry seconded the motion, the motion carried.

11. 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)

- **Ratify Payroll Deposit of \$35,000**

Commissioner Barker makes a motion of Approval for Payment of Robertson County Emergency Services District monthly expenses including payroll, RCEMS, and tower expenses, and approval of funds transfers in the amount of \$28,614.32 from EMS account to Super Now Account and \$350,000 from Money Market account to Super Now account, and to ratify the payroll deposit of \$35,000 for payroll and taxes. Commissioner Mathews seconded the motion, the motion carried.

12. 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)

- **Procedure for Standby events**
- **Handbook policies Overtime, 5 (page 66) and Maximum Compensatory Time, 8 & 10 (page 67)**

Move to April Agenda

13. Consideration and discussion of Robertson County dispatch and console updates (Action Item)

The board was notified the new console and equipment is in and the installation should begin this week.

14. Consideration, discussion and any action to repair or replace Robertson County Emergency Services Tower Equipment Damaged during February 2023 Ice Storm (Action Item)

A claim has been filed for damage caused by February 2023 Ice Storm to the tower. The deductible is \$2500. Quotes have been received for repairs to lights and the use of a climber to inspect further damage.

Commissioner Mathews makes a motion to authorize Hope Zeig to engage with Texas Communications for use of climber and to have building also inspected for damage. Commissioner Sanders seconded the motion, the motion carried.

15. Consideration, discussion and any action on resolution conveying interest in struck-off real property, 2.051 acres, more or less, in the Francisco Ruiz Survey, Abstract 41, Robertson County, Texas (1101 W. Brown St., Hearne, Texas) to Hearne Independent School District (Action Item)

Commissioner Mathews makes a motion to approve resolution conveying interest in struck-off real property, 2.051 acres, more or less, in the Francisco Ruiz Survey, Abstract 41, Robertson County, Texas (1101 W. Brown St., Hearne, Texas) to Hearne Independent School District and authorize signature. Commissioner Sanders seconded the motion, the motion carried.

Vote: Yezak – yes
Barker – yes
Mathews – yes
Henry – yes
Sanders – yes

16. Consideration, discussion and any action to authorize Jim Sheldon with Texas Communication to move forward with Thomas Gilbert of BVWACS to license Robertson County Emergency Services District Limestone Voting System with the FCC (Action Item)

Jim Sheldon with Texas Communications sent an email notifying the Board of the lack of licensing of the Robertson County Emergency Services District Limestone Voting System and that the state is no longer giving new licenses. They will have to attempt to add us to an existing license.

Commissioner Sanders makes a motion to authorize Jim Sheldon with Texas Communications to move forward with Thomas Gilbert of BVWACS to license Robertson County Emergency Services District Limestone Voting System with the FCC. Commissioner Henry seconded the motion, the motion carried.

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

Hearne has 3 members in fire school.

No reports from others.

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

New monthly report was made available to Commissioners.

19. EXECUTIVE SESSION

- **Closed meeting (Executive Session) pursuant to Section §551.071 of the Texas Government Code – Consultation with Attorney; to wit: Consultation with Attorney**
Commissioner Yezak announces the Board is moving to • Closed meeting (Executive Session) pursuant to Section §551.071 of the Texas Government Code – Consultation with Attorney; to wit: Consultation with Attorney on March 14, 2023, at 8:09 pm.
- **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)**

20. RECONVENE INTO REGULAR SESSION

- **The Robertson County EMERGENCY SERVICES DISTRICT will reconvene in a public meeting to discuss and take action on related matters.**
Commissioner Yezak announces the Board will reconvene in a public meeting to discuss and take action on related matters on March 14, 2023, at 8:20 pm

21. Adjourn

Commissioner Mathews makes a motion to adjourn at 8:25 pm. Commissioner Sanders seconded the motion, the meeting was adjourned.

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 11, 2023