

**PARKER COUNTY EMERGENCY SERVICES DISTRICT NO. 1
BOARD OF COMMISSIONERS MEETING MINUTES FOR**

May 18, 2023

Commissioner Brandon Tatarevich called the meeting to order at 1:00 pm, Commissioner's present were Brandon Tatarevich, Saxon Bailey, Shawn Scott, and Ben Overholt. Commissioner Mark Jack came into the meeting at 1:10 pm.

REGULAR MEETING

Pinning Ceremony:

Firefighter – Roland Noe
Engineer – Hunter Sereika
Captains – Trey Doyle & Kris Spain

Item 1. Public Comment:

None

Item 2. G,M & S:

Mark Hamilton with George, Morgan and Sneed presented to the Board the audit report for Fiscal Year 2021/2022. Commissioner Shawn Scott made a motion to approve the audit for FY 21/22 as presented, seconded by Commissioner Brandon Tatarevich. Vote 5-0, motion carries.

Item 3. Minutes:

Commissioner Ben Overholt made a motion to approve the minutes from the meetings in April as presented, seconded by Commissioner Saxon Bailey. Vote 5-0, motion carries.

Item 4. Financials:

Commissioner Shawn Scott presented financials:

- A) Bank Balances – Operating \$432,738.16 (Pinnacle) FF
– Operating: \$753,592.77, Sweep Account
\$7,728,492.32 Cash Reserve \$1,722,325.08
- B) Payroll for April \$450,495.49

Commissioner Ben Overholt made a motion to approve the financials as presented, seconded Commissioner Saxon Bailey. Vote 5-0 motion carries.

Item 5. Presidents Report:

Commissioner Mark Jack discussed events going on in Austin regarding Legislative. Commissioner Mark Jack and Chief Stephen Watson went to Austin a couple of times regarding several bills that have passed the House and headed to the Senate.

Item 6. Chief's Report:

Presented by Chief Watson:

- **Apparatus/Fleet Maintenance**, (6) p.m.'s completed.
- Brush 251 pump motor rebuilt.
- Engine 34 officer Step fabricated with additional metal.
- **Facilities:** Concrete at Station 47 has started being moved.
- Training facility excavation consultant has begun compiling data and working on site needs.
- Septic company contacted for Training center and Poolville/conversations started.
- Tower concrete bids in the training folder
- **Operations:** Frontline scheduled for the week of the 22nd – 26th.
- Mike Ellis is still out still waiting to hear from Workers Comp.
- The annual station inspection for Station 48 is scheduled on July 14th.
- Working with ERS to get Willow Park merged over.
- Chief Watson went over year-to-date call volume.
- Sales tax for the month of April – 1A – \$489,966.17, other Sales Tax - \$9,185.61

- **Training Center:** site visit from AFC during the week of May 8 to further fabricate the Two-Story Prop.
- Live Fire Cadre training conducted on the double wide prop.
- Bids for Tower foundation concrete work have been gathered.
- The Annual Wildland Refresher is finishing up.
- T35 FTO testing is mostly complete.
- The new FTO exit Test rest standard appears to be a positive enhancement.

Item 7. Opt. Out:

No Action

Item 8. New Revenue:

Chief Stephen Watson discussed the additional revenue donation from Green Family Trust (\$5,500.00 / 6060) (\$6,646.00 to fleet). Commissioner Ben Overholt made a motion to approve the new revenue, seconded by Commissioner Brandon Tatarevich. Vote 5-0, motion carries.

Item 9. Budget Amendments:

Commissioner Ben Overholt made a motion to approve the budget amendments as presented from Chief Watson,

seconded by Commissioner Brandon Tatarevich. Vote 5-0, motion carries.

Item 10. Real Estate:

No Action

Item 11. Investment Policy:

Chief Stephen Watson presented to the board the Investment Policy. Commissioner Brandon Tatarevich made a motion to approve the Investment Policy as presented, seconded by Commissioner Shawn Scott. Vote 5-0, motion carries.

Item 12. Surplus:

Chief Stephen Watson discussed the following items that he would like to sell to a Volunteer Fire Department as surplus in the amount of \$5,500.00:
Polaris VIN# 14253 and RWN Trailer VIN# 23728.
Commissioner Ben Overholt made a motion to declare the following as surplus and to be sold to a Volunteer Fire Department in the amount of \$5,500.00, seconded by Commissioner Brandon Tatarevich. Vote 5-0, motion carries.

Item 13. 3121 Plan:

No Action

Commissioner Brandon Tatarevich made a motion to table this Agenda Item for the next meeting in June, seconded by Commissioner Ben Overholt. Vote 5-0, motion carries.

Item 14. EVT Position:

Chief Stephen Watson discussed the need for an additional EVT position. Commissioner Ben Overholt made a motion to approve the new EVT Position, seconded by Commissioner Saxon Bailey. Vote 5-0, motion carries.

Commissioner Shawn Scott left the meeting at 2:30

Item 15. Fleet Mtn. Program:

Chief Stephen Watson discussed the fleet maintenance program. Commissioner Brandon Tatarevich made a motion to approve the Fleet Maintenance Program on a Probation period of 6 months, paid each pay period, no bonus structure until Parker County ESD 1 is paid (25%), seconded by Commissioner Saxon Bailey. Vote 4-0, motion carries. (Probation period will be in December.)

Liz Giles left the meeting at 3:00 pm

Item 16. Concrete / Training:

Chief Stephen Watson discussed the quotes for concrete work at the Training Ctr. Commissioner Mark Jack made a

motion to approve the quote from Ben Pullium in the amount of \$45,196.00 for the piers, seconded by Commissioner Brandon Tatarevich. Vote 4-0, motion carries. Commissioner Ben Overholt made a motion to approve the quote from Brown Excavation in the amount of \$37,172.43, seconded by Commissioner Mark Jack. Vote 4-0, motion carries.

Item, 17. Tanker Purchase:

Chief Stephen Watson discussed the quotes from Skeeter Emergency Vehicles, Danko Fire and Midwest Fire Apparatus. Commissioner Brandon Tatarevich made a motion to approve the quote from Skeeter as presented in the amount of \$682,000.00, seconded by Commissioner Saxon Bailey. Vote 4-0, motion carries.

Item 18. East Parker County:

Canvas Election was completed by Ben Overholt and Saxon Bailey.

Item 19. Executive Session:

Went into Executive Session at 3:29 pm,
Back into regular Session at 4:33 pm

Item 20. Employee Eval:

Commissioner Brandon Tatarevich made a motion to approve Chief Stephen Watson employee evaluation and give him a 10% salary increase, seconded by Commissioner Ben Overholt. Vote 4-0, motion carries.

Item 21. Next Meeting:

June 23, 2023 at 10:00 am

Item 22. Adjourn:

Commissioner Saxon Bailey made a motion to adjourn the meeting at 4:36 pm, seconded by Commissioner Mark Jack.

Ben Overholt – Secretary

Date