

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

March 18, 2024

Commissioner Mark Jack called the meeting to order at 10:30 am. Commissioner's present were Mark Jack, Brandon Tatarevich, and Ben Overholt. Commissioner's Saxon Bailey and Shawn Scott were absent.

REGULAR MEETING

Item 1. Public Comment:

None

Item 2. Minutes 02/21/24:

Commissioner Ben Overholt made a motion to approve the minutes from 02/21/2024 as presented, seconded by Commissioner Brandon Tatarevich. Vote 3-0, motion carried.

Item 3. Financials:

Commissioner Mark Jack presented financials:

- A) Bank Balances – Operating FF – Operating:
\$901,937.37 Sweep Account \$7,516,737.33 Cash
Reserve \$2,266,431.22, Construction Acct -
\$5,491,704.14, Texas Class - \$5,165,977.48
- B) Payroll for February \$455,811.00

Commissioner Brandon Tatarevich made a motion to approve the financials as presented, seconded by Commissioner Ben Overholt. Vote 3-0, motion carried.

Item 4. Presidents Report:

No Action

Item 5. Chief's Report:

Presented by Chief Watson:

- (4) preventative maintenance completed.
- Started work on 2 new brush trucks by installing beds, and boxes.
- Identified issue on Tanker 46 where the tank is leaking.
- Scheduled maintenance on Tanker 37 to pull and repair tank.
- E-46 tune issues repaired.
- E101 Turbo repairs.
- E102 sent to Sargent's for motor repairs.

- Foam swap now to Station 46, 47 and all of Station 48 has been completed.
- Year to date call volume 1292 running about 6% over compared to last year.
- Sales Tax for the month of March – 1A – \$406,875.63, other Sales Tax - \$9,632.33.
- **Training Center:**
- AFC site visit March 6-9
- New roadway connecting the loop around the utility building completed, preparations underway to pour the road to the East side of the property.
- Tricounty continues to install new electrical services.
- Construction is underway with RWN Contractors.
- CPR with PCHD
- Internal Full-time Firefighter test completed.
- End of Probation testing for Jason Paradise and all of the Willow Park guys.

Item 6. Employee Policy:

Chief Stephen Watson discussed the changes that he would like to make within the Employee Policy regarding light duty and Weather. Commissioner Ben Overholt made a motion to approve the changes to the employee policy as presented, second by Commissioner Brandon Tatarevich. Vote 3-0, motion carried.

Item 7. Electrical / Training Ctr.:

Chief Stephen Watson discussed the electrical work at the Training Ctr. Commissioner Mark Jack made a motion to approve the Quote from Brian Taylor Electric as presented, but make change to name on Invoice, seconded by Commissioner Brandon Tatarevich. Vote 3-0, motion carried.

Item 8. Forklift:

Chief Stephen Watson discussed the issues with the current forklift. Commissioner Mark Jack made the motion to approve the purchase of a new forklift, not to exceed \$30,000.00 and allow the staff to choose, seconded by Commissioner Ben Overholt. Vote 3-0, motion carried.

Item 9. Budget Amend:

Chief Stephen Watson discussed the Budget line items that he would like to amend: 8043 WC to \$265,000.00, 8024 Personnel increase to \$5,022,403.00 and increase Fire Alarm Furnishings to \$214,622.00. Commissioner Brandon Tatarevich made a motion to approve the Budget Amendments as presented, seconded by Commissioner Ben Overholt. Vote 3-0, motion carried.

Item 10. Dispatch Study:

Chief Stephen Watson discussed the Parker County Hospital District Dispatch study. Commissioner Mark Jack made a motion to approve the study and the Invoice as presented, seconded by Commissioner Ben Overholt. Vote 3-0, motion carried.

Item 11. Exec. Session:

(Went Into Exec Session at 11:27 am)

Back in regular session at 12:00 pm.

Item 12. Exec. Session Action:

No Action

Item 13. Next meeting:

April 17, 2024, at 10:00 am

Item 14. Adjourn:

Adjourn at 12:01 pm

Ben Overholt – Secretary

Date