

MINUTES OF REGULAR MEETING ELLIS COUNTY EMERGENCY SERVICES DISTRICT NO. 6

DATE & PLACE: April 9, 2024, Tuesday, 6:30 PM
Ellis County ESD#6 Fire Station No. 1
1816 FM 66
Waxahachie Texas 75167

MEMBERS PRESENT: Chuck McCormack, President
James Malone, Vice President
Rick Beer, Secretary
Dale Walling, Treasurer
Bill Howell, Ass't Sec/Treas.

CHIEFS PRESENT: Chief Jake Escamilla, ESD 6
Chief Wes Curry, FVFD

Three guests were present.

- I. **Call to Order, Roll Call, Certification of a Quorum, and Invocation:** Commissioner McCormack called the meeting to order and declared a quorum with all commissioners present. He then stated that proper notifications were legally posted at the District's website and meeting location pursuant to the Open Meetings Act § 551. Chief Escamilla led the invocation.

- II. **Conference call with Mr. Jason Waggoner of Touchstone District Services to discuss strategic planning and long-term funding sources for the District:** Mr. Waggoner informed the commissioners about the services Touchstone provides regarding communication services, future election education support and potential upgrades to the District's website.
No action was taken.

- III. **Approve the minutes of the March 11, 2024 regular meeting:** Commissioner James Malone moved to approve the March 11, 2024 regular meeting minutes as written. Commissioner Rick Beer seconded and the motion carried unanimously.

- IV. **Financial Matters**
 - A. **Review the financial report from the Treasurer for March 2024:** Commissioner Dale Walling, gave the March 2024 Treasurer's report. He stated the balance of the capital account as of 3/31/24 was \$432,127.09, the balance of the TexPool investment account as of 3/31/24 was \$905,718.21 and the checking balance was \$188,084.95. The March bills were \$66,879.35 (\$41,332.13 Payroll Expenses, \$12,608.73 other, for EC ESD#6 and \$12,938.49 for ESD6 VFD.) The Forreston VFD March 2024

receipts were \$1,805.88. Commissioner McCormack asked for any questions or corrections to the report, there being none, he requested that the Treasurer's Report be filed for audit.

- B. Consider transferring funds from the District bank account to the District's TexPool account:** No action was taken.
- C. Receive and approve payment of the ECESD#6 March 2024 bills:** Commissioner Dale Walling moved to approve the payment of the March 2024 bills as presented. Commissioner Bill Howell seconded, the motion carried unanimously.
- D. Report on the status of the District's annual audit by YWRD, P.C.:** Carol Bigler reported that the audit is underway. The deadline for submittal to the Commissioners Court is 1 JUN 2024.
- E. Review and approve quarterly investment report for the 1st Quarter 2024:** Commissioner Walling presented the report and moved to approve the 1st Q 2024 Investment Report and Commissioner Malone seconded. The motion carried unanimously.

V. Public Comments: There were no comments from the public

VI. Administrative Matters

- A. Ms. Carol Bigler's report on the status of upgrading the District's account software:** Ms. Bigler stated that both the QuickBooks and QB Payroll Software has been updated from the Desktop to the Online versions. It has taken them quite a while to get it all updated to the correct versions, but they are making progress.
- B. Execute the contract with HdL Companies that was approved during the District's March 11, 2024 meeting:** After the commissioners' review of the document, Commissioner Howell moved to authorize Commissioner McCormack to execute the contract with HdL Companies and Commissioner Walling seconded. Motion carried unanimously.

VII. Operational Matters:

- A. Status of the District's accident / injury reporting procedure (Commissioner Malone, Chief Escamilla and Chief Curry)** Nothing to report at this time.
- B. Receive Chief Wes Curry's Forreston VFD monthly report regarding operations, response times, call volume, training, management activities and membership including the following. (Some items could require action)** Chief Curry reported for the month of March 2024 they had 20 runs, of which 4 were EMS assists, 1 grass fire, 1 passenger vehicle fire, 1 dispatched & cancelled en route, 1 trash or rubbish fire, 2 building fires, 5 motor vehicle accidents/no injuries, 3 motor vehicle accidents/ with injuries, and 2 smoke scares, odor of smoke. Chief Curry reported they received approval for a \$10,000 grant for training.
 - **Consider a proposal to upgrade the diesel fuel storage tank and surrounding structure at the Forreston Station:** Commissioner Walling moved to proceed with the purchase of a dual-wall tank from Filtration Specialists and seek installation proposals not to exceed \$10,000 in total, including the tank. Commissioner Malone seconded. Motion carried unanimously.

- **Consider a proposal to repair the minor roof leak at the Forreston Station:** Chief Curry reported the station leak has been repaired.
- C. Receive report from Chief Jake Escamilla on ESD#6 VFD and ECESD#6 regarding emergency operations, response times, call volume, training, management activities and membership including the following:** Chief Escamilla reported for the month of March 2024, they had 94 calls, of which 56 were EMS assist and 38 were fires. NE=52%, NW=4%, SE=12%, and SW=32%. Chief Escamilla informed the commissioners about Engine 2982 being out of service with a mechanical problem that occurred on scene at a structure fire. Chief gave a copy of suggested amendments to the ESDVFD6 FY2024 Budget due to an unexpected cost. Commissioner McCormack moved to accept the budget proposal. Commissioner Malone seconded. Motion carried unanimously.
- **ISO review of the district – Chief’s report to commissioners:** Chief is working with ISO to compile data needed for the review.
 - **Chief’s report on funding source trends for neighboring ESD’s.** Chief Escamilla reported that constituents of an ESD in Kaufman County recently approved state sales tax to support their fire and rescue protection.
- D. Set the date and time for the next ECESD#6 regular meeting.** Without objection, Commissioner McCormack set the date for the District’s next regular meeting to Monday, May 13, 2024, at 6:30 PM.

VIII. Comments from Commissioners on future District-related administrative or operational issues. (No action may be taken.) Business items resulting from comments by Commissioners may become agenda items for the next regular meeting of the ECESD#6.

IX. Adjourn:

Commissioner Malone moved to adjourn. Commissioner McCormack seconded, motion passed unanimously. Meeting adjourned at 8:33 PM.



Chuck McCormack, President
ECESD #6 Board of Commission
April 30, 2024