

MINUTES OF REGULAR MEETING

HILL COUNTY EMERGENCY SERVICES DISTRICT NO. 2

DECEMBER 18, 2025

1. Call to Order and establish quorum

This meeting is being recorded electronically, and a copy of the recording can be made available to anyone requesting such under the Public Information Act.

- The meeting was called to order at 5:30pm.
- A quorum was established; all commissioners present except Commissioner Bragg and one vacant position.

2. Invocation

3. Pledge to U.S. and Texas flags

4. Public Comments on Non-Agenda Items

- There were no public comments.

5. Consent Agenda: Minutes, Treasurer's Report, Pay Bills

- A motion to approve the Consent Agenda was made by Jimmy Lehmann, seconded by Alan Nisbet and the motion passed unanimously.

6. Special Presentation

- In recognition and appreciation of former Commissioner Bob Stahl, a card was passed around for all in attendance to sign. They were also shown the plaque that will be mailed to Bob.

7. Receive monthly report from CareFlite

- Reports were presented by CareFlite personnel.
- No action was taken; for informational purposes only.

8. Receive monthly report from AEL

- The report was presented by AEL personnel.
- No action was taken; for informational purposes only.

9. Review and discuss with possible action air protocol guidelines

- CareFlite, AEL, Commissioner Duncan and dispatch met to discuss updating the air protocol guidelines.
- CareFlite covers precincts 1 and 2 for first call and AEL covers precincts 4 and 2. There is a portion of precinct 2(A) where dispatch will determine which provider is closer.
- When a call is input by dispatch, their system automatically tells them which precinct it falls under, and it will recommend the closest aircraft.

10. Report on facilities: Discuss with possible action

- Whitney – work was being done on the gate
- Hubbard – no issues to report
- Itasca – no issues to report
- Hillsboro – no issues to report
- FM 67 Covington – the gate size is being enlarged. KAT Electric will set the electric meter
 - Authorizing Centex Engineers to advertise for Proposals to construct entrance, driveway

and helipad

- A motion to approve Centex Engineers to advertise for Proposals to construct the entrance, driveway and helipad was made by Alan Nisbet, seconded by Jimmy Lehmann and the motion passed unanimously.
- Possible action to approve draft RFP from Centex Engineers
 - A motion to approve the drafting of the RFP from Centex Engineers was made by Alan Nisbet, seconded by Jimmy Lehmann and the motion passed unanimously.
- Quote from Sterling & Kap Architects for construction drawings for ambulance station building
 - A motion to approve the quote from Sterling & Kap for \$42,368 was made by Jimmy Lehmann, seconded by Alan Nisbet and the motion passed unanimously.
- A motion to approve Hilco retiring the overhead primary line with an underground primary line for a cost of \$12,981.14 was made by Jimmy Lehmann, seconded Alan Nisbet and the motion passed unanimously.
- A motion to approve Centex Engineers providing additional site work related to the construction of the ambulance station for a cost of \$7,800 was made by Alan Nisbet, seconded by Jimmy Lehmann and the motion passed unanimously.
- Abbott – no issues to report

11. Discuss with possible action Sheriff's Office request for AEDs and first aid kits

- Six additional AEDs and 25 first aid kits were requested by the Sheriff's Office. The cost is estimated to be \$15,802.00.
- A motion to approve purchasing the AEDs and first aide kits for the Sheriff's Office was made by Alan Nisbet, seconded by Jimmy Lehmann and the motion passed unanimously.

12. Discuss with possible action sales agreement with SERVS for purchase of additional ambulances

- A motion to approve the agreement covering the purchase of two additional ambulances for a cost of \$714,158 was made by Jimmy Lehmann, seconded by Alan Nisbet and the motion passed unanimously.
- A motion to approve the new Power Pro2 Cot for ambulance 6 for a cost of \$49,223.73 was made by Jimmy Lehmann, seconded by Alan Nisbet and the motion passed unanimously.

13. Discuss with possible action increasing coverage amount on Surety (Dishonesty) bond

- The bond covers the Commissioners for any acts of dishonesty. The current coverage covers \$10,000. It was suggested increasing the amount to \$25,000 and also adding the administrative assistant to the coverage.
- A motion to approve increasing the bond amount and adding the administrative assistant to the bond was made by Alan Nisbet, seconded by Jimmy Lehmann and the motion passed unanimously.

14. Discuss with possible action purchase of property in Aquilla

- It was discovered that water service was not available on the property. It was decided to keep researching other possible properties in the area.

15. Discuss and consider submitting required annual report to the Division of Emergency Management (due January 1)

- A motion to approve submitting the report to TDEM was made by Jimmy Lehmann, seconded by Alan Nisbet and the motion passed unanimously.

16. Discuss with possible action meeting with Whitney City Council to provide information about ESD#2

- The Mayor requested that ESD #2 give an informational presentation at the next council

meeting which will be held January 15th. It coincides with our January meeting, but our date can be changed. A special meeting agenda will be posted for the January 15th meeting because of the possibility of a quorum.

- A motion to approve attending the Whitney City Council meeting on January 15th to provide information regarding ESD #2 was made by Alan Nisbet, seconded by Jimmy Lehmann and the motion passed unanimously.
- A motion to approve changing the ESD #2 regular monthly meeting to January 13th was made by Jimmy Lehmann, seconded by Alan Nisbet and the motion passed unanimously.

17. Discuss with possible action compensation for ESD 2 Commissioners

- There are days when an enormous amount of time is spent by the commissioners attending to ESD 2 business matters. Our attorney was consulted, and he verified that there are other ESD commissioners being compensated, especially the larger ones with more complicated business matters. A resolution was drawn up by our attorney, and it was read aloud. The Certificate of Resolution was also read aloud.
- A motion to approve the Resolution Authorizing Payment of Fees of Office to the commissioners of ESD #2 was made by Alan Nisbet, seconded by Jimmy Lehmann and the motion passed unanimously.
- A motion to approve paying per diem to commissioners on ESD #2 business at a rate of \$150 for 4 hours or more per day and \$75 for less than 4 hours. Board meetings are paid at a rate of \$75 and educational venues are \$150 per day plus expenses. Accurate recordings must be reported for payment and will be paid monthly. The motion was made by Jimmy Lehmann, seconded by Alan Nisbet and the motion passed unanimously.

18. Set date, location, and time of next meeting or workshops

- The next meeting is January 13th at 5:30pm at the current location.

19. Adjourn

- 6:47pm

Dated this the 18th day of December 2025.



Alan Nisbet, Asst. Secretary
Emergency Services District No. 2
Hill County, Texas