

**WOOD COUNTY EMERGENCY SERVICE DISTRICT #1
NOTICE OF MEETING OF DIRECTORS TO BE HELD:
MONDAY MAY 20, 2024
AT 9:00 AM
LOCATION:
HOLLY LAKE VOLUNTEER FIRE DEPARTMENT
126 PR 7869
HOLLY LAKE RANCH, TEXAS 75765**

Meeting Minutes - FINAL

Call the Meeting to Order

Vice President Chuck Bahr called the meeting to order at 9:02 a.m. Commissioners Robin Edwards, Keith Mullinax and Cindy Treece were present. President Kristina Horne had a planned absence.

Certification by the Vice President that the provisions of the Open Meetings Act, Section 551.001 Et. Seq. of the Texas Government Code have been complied with in connection with public notice of this meeting and that a quorum is present.

Vice President Bahr confirmed that all the provisions of the Open Meetings Act were met, and that a quorum was present.

Invocation

Commissioner Edwards gave the invocation.

Pledge of Allegiance

All stood and recited the Pledge.

Recognition of guests

No guests were present.

Receive public comment

No public comments were made.

Review and consider approval of prior minutes.

The April 15, 2024, minutes were presented. Commissioner Mullinax asked for a correction on the first page where his first name and Commissioner Bahr's last name were missing. He then moved to accept the minutes as corrected, and Commissioner Edwards seconded the motion. The motion was approved.

Present, review, and consider approval of Treasurer's Report

The May 20, 2024, Treasurer's Report showed a beginning balance of \$228,189.83, no disbursements, interest of \$76.29 and deposits of \$5,794.93 with an ending balance of \$234,061.05. One outstanding deposit of \$2,417.24 from the Tax Assessor Collector made the final ending balance \$236,478.29. Commissioner Treece moved to accept the report, and Commissioner Edwards seconded the motion. The motion was approved.

Present, review, and consider approval for Payment of Accounts due.

One invoice of \$1,843.25, the quarterly invoice from Wood County Appraisal District, was presented by Commissioner Mullinax. He then moved to approve and pay the invoice. Commissioner Edwards seconded the motion, and it was approved.

ESD #1 Board to receive for review and consider approval for payment of sworn billing and any submitted requests of contractual amounts by Holly Lake Volunteer Fire Department (HLVFD)

HLVFD Captain Cheryl Thomas submitted invoices from May 2024 that will be considered for approval at the June board meeting. April 2024 invoices will be considered in June also.

Activity Report including any training time from HLVFD and Christus EMS.

HLVFD:

Structure fire – 2

Vehicle fire - 0

Grass fire – 0

Medical calls – 39

Landing Zone - 2

Motor vehicle collisions – 3

Public assists (smoke investigation) – 1

Total – 47

Training hours were 97 hours. The average response time was 8 minutes. It was noted that this is an excellent response time for the number of trained volunteer firefighters who are part of HLVFD.

Christus:

40 calls

25 transports

Response time was 14 minutes, 55 seconds (14 minutes and 26 seconds for life-threatening situations). Paramedic Donnie Reynolds commented that it was a very busy month.

Commissioner Edwards took a moment to publicly thank Mr. Reynolds and HLVFD Chief Joe Taylor for responding to a call placed by one of his family members. They gratefully acknowledged this.

Old Business:

1. Update on FY 2023 Audit report due to be filed with Wood County Commissioners Court by June 1, 2024.

Commissioner Mullinax reported that the report is in the hands of McNeely & McNeely CPAs. They will send it to President Horne for her delivery to the Commissioners' Court.

2. Any old business pending.

Commissioner Treece reported that she has posted the ESD #1 minutes from March 2024 to the ESD #1 website and has changed the “flowery” on the ESD #1 website to a block font.

Commissioner Edwards asked for an update on last month’s guest, Mr. John Wolcott. Chief Taylor responded that Mr. Wolcott has stated that he will apply for a paid position at HLVFD when such a position is posted.

Chief Taylor stated that although the HLVFD may eventually find it best to have a paid position, it would be more than a year in the future, due to the FLSA requirements and bylaw changes required to move in that direction. Chief Taylor stated that HLVFD is committed to recruiting new members and/or paid staff who have a servant leader mindset.

Chief Taylor also stated that the new fire truck is now in service, and the HLVFD is focusing on training related to summer readiness.

New Business:

1. Discussion and suggestions by Commissioner Treece regarding available resources for assisting HLVFD with developing strategic long- and short-range plans.

Commissioner Treece offered to set up a meeting with former ESD #1 Commissioner Warren Blesh and Chief Taylor to discuss how to begin the process of formulating a strategic plan for HLVFD. Chief Taylor stated that he would appreciate such a meeting.

Commissioner Bahr stated that he knows an ESD Chief who also might be helpful to Chief Taylor, and he is willing to make an introduction to that individual for Chief Taylor.

2. Report on 2024 Preliminary Value Totals published 5/08/2024 by Wood County Appraisal District.

Commissioner Mullinax reviewed page 15 of the 2024 Preliminary Value Totals with the ESD #1 Commissioners and stated that property tax values are continuing to go up.

3. Discuss any planned public events involving Wood County ESD #1, HLVFD, or Christus EMS.

Chief Taylor stated that the Wood County Honor Guard, part of the HLVFD, will be participating in the May 31st Memorial Day Ceremony at the Hawkins Veterans Memorial.

The HLVFD will help to organize and lead the golf cart parade at Holly Lake Ranch on July 4th and will monitor safety during the fireworks as well as offer a waffle breakfast on July 6th.

Chief Taylor also mentioned that he would like to have a “new engine housing ceremony” sometime this summer.

There were no upcoming Christus events reported.

4. Any other new business.

There was no other new business.

Close Meeting

Vice President Bahr asked for a motion to adjourn the meeting. Commissioner Mullinax moved, and Commissioner Edwards seconded the motion. The motion was approved, and the May 20, 2024 meeting was adjourned at 9:58 a.m.

By *Cynthia Treece*

Prepared by Cynthia Treece, Board Secretary, June 16, 2024