

ELLIS COUNTY EMERGENCY SERVICES DISTRICT NO. 10

MINUTES

January 12, 2026

A regular meeting of the Board of Commissioners of Ellis County Emergency Services District No. 10 was held on Monday, January 12, 2025, at 6:30 p.m., at the Bardwell Area Fire Department, 506 E. Sycamore Street, Bardwell, Texas 75101:

The following members were present, thus constituting a quorum:

Hank Hollywood	President	Present
Shantel Coleman	Vice President	Present
Sheryl Honza	Treasurer	Present
Brent Vrla	Secretary	Present
Chester Williams	Commissioner	Present

1. Invocation: By Michael Anthony.
2. Pledge of Allegiance: By Board.
3. Call meeting to order: Hank Hollywood called the meeting to order at 6:37 PM.
4. Public Comment: None.
5. Public Comment on agenda items: None.

COMMISSIONER ITEMS

6. Approve and accept Statements and Oaths of office for reappointed Commissioners:

Commissioner Williams made a motion to accept the Statements and Oaths of office for reappointed commissioners as presented. Commissioner Honza seconded. All in favor 5 – 0.

7. Discuss and consider action regarding election of officers for Board:

Commissioner Williams made a motion for all Commissioners to retain their current positions. Commissioner Honza seconded. All in favor 5-0.

REPORTS

8. Receive monthly report from the Treasurer and consider:

(a) approval of payment of monthly bills and invoices;

(b) approval of monthly financial report; and

Commissioner Honza presented the report, noting that the District received a \$26,555.03 deposit in December, and the District’s account balance as of December 31, 2025 was

\$26,656.27. Commissioner Honza made a motion to pay The Carlton Law Firm's invoices in full and to reimburse BAVFD in an amount not to exceed \$3,000, and to approve the monthly financial report. Commissioner Williams seconded. All in favor 5 – 0.

(c) review and approve quarterly investment report for 4th quarter of previous year.

Ms. Carlton explained the quarterly investment report to the Board. Commissioner Honza made a motion to approve the quarterly investment report for the 4th quarter of the previous year. Commissioner Williams seconded. All in favor 5 – 0.

9. Receive monthly report from Fire Chief regarding emergency operations, response times, call volume, training, management activities, membership, equipment, apparatus, and fire station, and take any related action:

Michael Anthony presented the monthly report, noting that there were 5 calls in December, 75 calls for the year, and staff had completed 25 training hours. No action taken.

10. Receive monthly Commissioner activity reports on training received and subcommittee work:

Commissioner Honza reported that commissioners attended the Christmas community event at the BAVFD Station. No action.

11. Receive report from General Counsel, including, but not limited to, tax matters, pending contract issues, open records request, and other legal issues, if any, and take any related action:

Ms. Carlton participated in each item as noted. No further updates. No action taken.

DISCUSSION/ACTION ITEMS

12. Discuss and consider approval of the December 8, 2025, regular meeting minutes:

Ms. Carlton explained the approval of the minutes and when to post minutes to the District's website. Commissioner Honza made a motion to approve the December 8, 2025, meeting minutes as presented. Commissioner Williams seconded. All in favor 5 – 0.

13. Discuss and consider action regarding obtaining and/or renewing bonds, as required by the Commissioners Court;

Ms. Carlton explained the bonding requirements and the Ellis County Commissioners' Court's action on ESD Commissioner bonding. The District will check with VFIS on bonding. Commissioner Honza made a motion to approve obtaining bonds for the four commissioners who are check signers per the Commissioners' Court. Commissioner Coleman seconded. All in favor 5 – 0.

14. Discuss and consider publishing notice of address of administrative office location;

Commissioner Williams made a motion to approve the publishing of the notice with Ellis County Press. Commissioner Coleman seconded. All in favor 5 – 0.

15. Discuss and consider action regarding Bardwell Area Volunteer Fire Department (BAVFD) Standard Operating Guidelines (SOG);

Commissioner Williams made a motion to approve the BAVFD Standard Operating Guidelines as presented. Commissioner Honza seconded. All in favor 5 – 0.

16. Discuss agenda items, time, and date for next meeting.

The next meeting will be held on Monday, February 9, 2026, at 6:30 PM at the Bardwell Area Fire Department, 506 E. Sycamore Street, Bardwell, Texas 75101.

17. Adjournment.

The meeting adjourned at 7:05 p.m.

Approved February 9, 2026.



Brent Vrla, Secretary
Ellis County Emergency Services District No. 10