

PC ESD #6

Board of Commissioners Meeting Minutes

February 25, 2025

CALL TO ORDER:

- Meeting called to order @ 6:31 PM by T. Lewelling
- Members present: R. Dalton, T. Huffhines, T. Lewelling, S. Harrison
- Invocation by R. Dalton
- Pledges of Allegiance recited.

BUSINESS ITEMS:

1. OFFICER REPORTS AND APPROVAL OF MINUTES FOR JANUARY 21, 2024 BOARD MEETING:

- T. Huffhines signed checks, took care of bank business
- T. Lewelling signed checks, and visited
- D. Tillman moved funds in the bank account and signed checks and paid
- T. Huffhines motions to approve minutes from January 21st, T. Lewelling seconds – all in favor

2. BADGE PINNING OF NEW OFFICERS BY CHIEF WELLS

- 3 new full time officers recognized

3. ADMINISTRATIVE REPORT/MANPOWER – VOLUNTEERS- SCFD:

- 38 total personnel on roster – several applications pending, (1 Released from the department) 2 with TCFP cert. pending (to date total of 4)
- Training
 - Step Up and Lead Leadership Training
 - ESD 6 hosted, 57 Ttl students, 6 Internal
 - S130/S190 Class being held week of February 2
 - ESD 6 hosted, 16 Ttl students, 3 Internal
 - 3 have completed TCFP course, waiting on skills test
 - 1 completed Fire Investigator
 - 4 attended Red River Valley Wildfire Academy
- All facilities are in fine working order
- Truck 44 had repair work – power steering pump replaced
- Evaluating a remodel for the bathroom - bids on shower
- Deal on Military truck done – 100K for purchase and 30K will be received from the forestry service once the upfitting is complete.
 - Routine maintenance has been done locally
 - Leaky valve on air tank is being evaluated – that work and cost would be separate from the upfitting.
- Completed testing of potential full time new hires
 - Hired 2 people – (full time Lieutenants – est. start time December 30th then ~2 weeks of orientation)
 - Will be able to offload some of the Chiefs work
 - Vacancy to be reposted (posting open until filled)
- Call volume: Total of 60 in January (5 Fire, 36 EMS, all others 32 (Hazards, Service calls, Good intent, and SVR WX/Natural Disaster) – 698 total calls YTD
- Call times - 1:07 turnout, 11:13 travel time, Total call time 30:00 minutes (15/Horseshoe Bend, 11/Western Lake, 2/Lake County, 5/Mutual aid calls

4. FIRE DEPARTMENT REPORT CRESSON

- January calls – 73, 844 YTD (vs. 767 YTD in 2023)
- Breakdown: Parker County (ESD6) – 15, Cresson-2, Johnson-8, Hood-27, and Tarrant – 21
- Call times: Turnout – 1:14, Travel – 4:27, Total avg. 5:41 avg. total minutes
- Significant calls:
 - House fire in Hood County (2 Story) – it was a total loss
 - Some communications and leadership issues involved with the response mentioned
 - Firefighters on site 4-5 hours
- Manpower:
 - 28 Members, 32 Probationary members 4 Juniors, total responders 64
 - 5 on Leave, 8 Senior members, 8 Special, Total others 21
 - Total roster - 85

5. UPDATE ON REPAIR OF GATE ON 5700 BLOCK OF GRANBURY HIGHWAY

- Gate is fixed and the resident is happy – Total cost 3,000.00
- As truck was leaving, gate began to close and hit the step on the truck, damaging the gate and opener

6. REVIEW AND DISCUSS THE COBB FENDLEY PROPOSAL

- Jason Eldridge – Rep from CobbFendley attending and briefing on the following:
 - Review the RFQ for a Design-Build of PCESD No. 6
 - Proposes that we hold a Special Meeting to interview candidates and speed up schedule
 - Concept drawings for reference only – preliminary designs
 - Retention pond and future helipad site included in design proposal
 - Water line in back of property with septic system
 - Is there room for turning and backing in the front of the building? The design should account for such.
 - Ranking of prospects included – vetting will be ongoing
 - A few of the prospects are local – at least two are recommended for interviews
 - Next meeting will involve qualifications discussion with prospects (2-3)
 - Design – determining footprint and design features, with a clause in contract to require a “not to exceed total cost” from Builder at the 60% design point
 - At 60%, the façade, square footage, office layout will all be determined so a final cost is expected
 - CobbFendley’s role is to review the plans and make sure they meet expectations
 - ESD would designate a POC for decisions
 - Construction Services – “again everything is negotiable”
 - Process pay estimates
 - Review submittals for everything to be installed in the building – prior to order to orders
- Information posted on-line requesting bids > 2 responses > 1 from Cobb Fendley, 1 from Motley
 - Motley was comparable but far less experience with ESD facilities
- T. Huffhines makes a motion to approve the RFQ submitted by CobbFendley as the owner representative services for Fire Station 2 improvements > R. Dalton seconds the motion > All in favor

7. DISCUSS SALES TAX ELECTION

- Next Sales Tax election would be in the fall of 2025, if Commissioners agree to it.
- Notice to the County election office required 70 days in advance of the election to add Sales Tax to the ballot
 - August 18th would be the deadline for the November Election
- Need more from a 3rd Party if we go that route again – the last one did not do a good job and charged ~15K
- Mixed feelings on whether we should press again in the Fall of 2025 but there is majority agreement that the Sales Tax is needed for future sustainment of service

8. DISCUSS FFIN BANK ACCOUNT CONTRACT RENEWAL; DONNA HAS INFORMATION

- Expiration date of our Depository Contract February 28th 2025
- New terms under review but the plan is to sign
- T. Huffhines makes a motion to allow the President to sign and extend the Depository agreement with FFIN, T. Lewelling seconds – All in favor

9. REVIEW CD (CERTIFICATES OF DEPOSIT) MANAGEMENT POLICY – ONLY 2 OFFICER SIGNATURES NEEDED

- T. Huffhines makes a motion to approve a Resolution authorizing signatures from only two Officers to manage/execute a Certificate of Deposit, S. Harrison seconds – all in favor

10. UPDATE ON INSURANCE SERVICES (ISO) CHIEF WELLS

- ISO grades FD department capabilities to combat structure fires
- The last grade for Spring Creek was in 2013 and the grade was 8B-11 (has to do with distance from resources like water hydrants and other things)
- ESD6 is coordinating with the ISO authorities for more insight into how to improve (lower) the ESD6 ISO Grade
- 3-4 month process

11. SUREFIRE RECOVERY SERVICES FOR POTENTIAL INCOME – CHIEF WELLS

- Company that collects from Insurance Companies for services provided/cost incurred (only applies to incidents out of our district)
- Surefire takes 1% of collections as fee

12. NEW AGENDA ITEMS

- **DISCUSS SALES TAX ELECTION**
- **REVIEW/DISCUSS ANY NEW INFORMATION FROM COBBFENDLEY**

- **Discuss/Approve Authorizing the Board President to sign healthcare/benefits initiation forms for full-time employees**

13. CITIZEN'S COMMENTS (HEAR VISTORS WHO HAVE INDICATED BY SIGNATURE THEIR DESIRE TO SPEAK FOR FIVE MINUTES):

- NA

14. ADJOURNMENT

- R. Dalton motions to adjourn the meeting @ 8:27, T. Huffhines seconds the motion – all in favor