RUSK COUNTY EMERGENCY SERVICES DISTRICT NO. 1
REGULAR MEETING MINUTES
June 18, 2026

The Rusk County Emergency Services District #1 met on this date at 6:34 p.m. with Board President David Burks presiding. Board Members present were James Dukes, Gloria Dooley, Curt Collins and Wayne Griffith. The meeting was opened with a prayer from Bill Ruby followed by the pledge to the American flag.

A roll call of departments present was recorded as follows: Carlisle, Church Hill, Crims Chapel, Eastside, Elderville, Garrison, Laneville, Mt. Enterprise, New Salem, Overton, Reklaw, Rusk Co Rescue and Tatum. Departments recorded as absent were: Henderson, Texas Forest Service, Kilgore, Kilgore Rescue and New London.

Public Comments and Announcements

Chase Breeden, Superintendent of Martin Creek Lake State Park, and Steven Slater, Park Police Officer, introduced themselves and offered assistance to District departments including training opportunities, helicopter landing zones, boat access, emergency operations support, and meeting facilities. Gloria Dooley announced upcoming insurance renewal questionnaires and advised the Board that building fire extinguishers require inspection and recertification.

The minutes of the previous meeting were then presented to the Board for their consideration and approval. On a motion made by Board Member Jiffy Dukes, and duly seconded by Board Member Curt Collins, the minutes were approved as emailed with a unanimous vote of the Board.

Monthly financial reports were presented, including checking, money market, obligations, and sales tax accounts. Budget and account balances were reviewed. Motion by Wayne Griffith, second by James 'Jiffy' Dukes, to approve the financial reports. Motion carried unanimously.

The Board reviewed the monthly bill register and check detail report. Motion by James 'Jiffy' Dukes, second by Wayne Griffith, to approve payment of bills. Motion carried unanimously.

Morgan LaGrone, CPA, presented the District's 2025 Annual Audit. The auditor reported an unmodified (clean) audit opinion, no material weaknesses, no significant deficiencies, and one budget compliance finding related to expenditures exceeding amended budget authority due to year-end project expenditures. Financial position, revenues, expenditures, and year-end fund balance were reviewed. Motion by Curt Collins, second by James 'Jiffy' Dukes, to approve the audit report. Motion carried unanimously.

The Board reviewed the transfer of sales tax funds from the checking account into the District money market account. Motion by Wayne Griffith, second by Curt Collins, to approve the transfer. Motion carried unanimously.

Monthly Volunteer Fire Department financial summaries were reviewed. Motion by James 'Jiffy' Dukes, second by Wayne Griffith, to approve the reports. Motion carried unanimously.

An update was provided regarding the New Salem station project. Materials are on site and construction activity is anticipated to begin shortly. No action was taken.

The Board received updates regarding the Laneville radio tower project, TexWarn implementation, Motorola progress, and radio inventory accountability. Motion by James 'Jiffy' Dukes, second by Curt Collins, to purchase a blue photo backdrop for identification badges not to exceed $30. Motion carried unanimously. Motion by James 'Jiffy' Dukes, second by Wayne Griffith, to loan ten TexWarn radio IDs to Panola County through the end of 2026. Motion carried unanimously.

The Board discussed transparency initiatives and website posting requirements. Discussion included public access, attorney review of documents, and confidentiality considerations. Motion by James 'Jiffy' Dukes, second by Curt Collins, to approve posting meeting documents and District financial reports on the District website. Motion carried unanimously.

The Board discussed the need for a District-wide Junior Firefighter Program Policy. Motion by James 'Jiffy' Dukes, second by Wayne Griffith, to refer the matter to the Rusk County Firefighters Association Bylaws Committee for development of a recommended policy. Motion carried unanimously.

The Board conducted extensive discussion concerning District reimbursement guidelines originally adopted in 2013. Discussion included vehicle maintenance thresholds, increasing department funding levels, inflation, routine operational expenses, reducing minor reimbursement requests, and improving accountability while avoiding unnecessary micromanagement of departments. Board members agreed that a comprehensive review was warranted. Motion by James 'Jiffy' Dukes, second by Wayne Griffith, to table the item and include it in the June 27, 2026 workshop agenda following department budget presentations. Motion carried unanimously.

The Board discussed acquisition of a ceremonial bell for memorial events, funerals, and official ceremonies. Motion by James 'Jiffy' Dukes, second by Curt Collins, to authorize purchase of a ceremonial bell by Board Member Gloria Dooley and related accessories not to exceed $1,000. Motion carried unanimously.

Challenge coin designs, vendors, and pricing were reviewed. Motion by Gloria Dooley, second by Wayne Griffith, to purchase challenge coins from Lone Star. Motion carried unanimously.

The Board discussed reimbursement of apparatus tires and related guideline revisions. Motion by James 'Jiffy' Dukes, second by Wayne Griffith, to table the item and consider it during the June 27 workshop. Motion carried unanimously.

The Board reviewed annual requests regarding historic and archaeological tax exemptions for the Joseph L. Koch Estate and Threadgill-Boles Partners. Motion by James 'Jiffy' Dukes, second by Curt Collins, to approve the exemptions. Motion carried unanimously.

The Board reviewed a request for siding materials to enclose an existing covered area. Discussion included future plans for a garage door and overall project scope. Motion by James 'Jiffy' Dukes, second by Wayne Griffith, to approve reimbursement not to exceed $5,870. Motion carried unanimously.

The Board reviewed a proposal for twenty-eight SCBA units with forty-five-minute bottles and thirty-four additional bottles. Discussion included countywide standardization, future replacement planning, and pricing considerations. Motion by Curt Collins, second by Wayne Griffith, to approve the purchase not to exceed $289,940 not including freight. Motion carried unanimously.

The Board reviewed a proposed change order for the Reklaw brush truck project. Discussion included compartment storage, lighting, access improvements, fuel system considerations, and deletion of certain radio installation and winch-related items. Motion by Wayne Griffith, second by James 'Jiffy' Dukes, to approve the change order with removal of Items 4, 7, and 8 as discussed. Motion carried unanimously.

The Board reviewed amendments to the Memorandum of Understanding with Kilgore College Fire Academy to include participating departments. Motion by Gloria Dooley, second by James 'Jiffy' Dukes, to approve the amendment. Motion carried unanimously.

The Board discussed scheduling a strategic planning workshop. Motion by Gloria Dooley, second by Curt Collins, to schedule the workshop for July 11, 2026 at 9:00 a.m. Motion carried unanimously.

The Board discussed signage directing deliveries to the rear kitchen entrance to improve package handling and security. Motion by Curt Collins, second by Wayne Griffith, to approve the signage. Motion carried unanimously.

The Board reviewed an alternate logo design incorporating gold accents consistent with District branding. Motion by James 'Jiffy' Dukes, second by Wayne Griffith, to approve the alternate logo. Motion carried unanimously.

The Board discussed maintaining hydrants in stock inventory for future projects. Motion by James 'Jiffy' Dukes, second by Wayne Griffith, to approve purchase of two hydrants not to exceed $9,345.99 not including freight. Motion carried unanimously.

The Board reviewed a proposed Drug and Alcohol Use and Testing Policy. Discussion included department implementation, legal review, testing procedures, insurance considerations, and motor vehicle record reviews. Motion by James 'Jiffy' Dukes, second by Curt Collins, to approve the resolution establishing the policy. Motion carried unanimously.

The Board reviewed a reimbursement request from Rusk County Rescue Unit for four sets of wildland gear. Motion by James 'Jiffy' Dukes, second by Wayne Griffith, to approve reimbursement in the amount of $5,144.60. Motion carried unanimously.

The Board reviewed the 2026 tax and budget planning calendar. Motion by Wayne Griffith, second by James 'Jiffy' Dukes, to adopt the calendar and authorize related actions by the Board Treasurer Gloria Dooley. Motion carried unanimously.

The Board reviewed website accessibility requirements and posting obligations. No additional action was required.

There being no further business to come before the Board at this time, a motion to adjourn was made by Board Member Jiffy Dukes, and duly seconded by Board Member Wayne Griffith. On a unanimous vote of the Board, the meeting was adjourned at 8:17 p.m.

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Gloria Dooley, Secretary/Treasurer David Burks, President

Approved: __________________________