

RUSK COUNTY EMERGENCY SERVICES DISTRICT NO. 1

REGULAR MEETING MINUTES

#5

Thursday, July 16, 2026 { 7:00 p.m. / 1515 Wliipoorwi/1 Avenue, Henderson, Texas

1. President David Burks called the meeting to order at approximately 7:00 p.m. and announced that a quorum was present. Board Members present were James Dukes, Gloria Dooley, Curt Collins and Wayne Griffith. Robert Crawford of the New London Volunteer Fire Department delivered the invocation, including a prayer for the family of David Atkinson, followed by the Pledge of Allegiance.
3. A roll call of departments was recorded as follows: Carlisle, Church Hill, Grims Chapel, Eastside, Elderville, Henderson, Kilgore, Kilgore Rescue, Garrison, Laneville, Mt. Enterprise, New London, New Salem, Overton, Reklaw, Rusk County Rescue and Tatum. Departments recorded as absent were: Texas Forest Service.
4. **Public Comments/Announcements.** The following announcements were made:
 - The hamburger fundraiser was moved from September to April 23, 2027, because of scheduling conflicts affecting sponsors and other community events.
 - Upcoming training classes were announced. Members were encouraged to register promptly and, after registering, to attend so minimum enrollment requirements could be met.
 - Departments were reminded to review pending Texas A&M Forest Service grants and request extensions when necessary before applicable deadlines.
 - Availability and pricing of Class A foam available from TFS and related supplies were announced for departments preparing for fire season.
5. **Consider and Approve Minutes of Previous Meetings.** The prior meeting minutes had been distributed by email for review.

Motion: Approve the prior minutes as emailed. **Moved by:** James "Jiffy" Dukes. **Seconded by:** Curt Collins. **Vote:** The motion carried unanimously by voice vote, with no opposition stated.
6. **Consider and Approve Monthly Financial Reports.** Administrative Assistant Dawn Taylor presented the monthly financial report. The recorded balances included the following:
 - **General money-market account:** Beginning balance of \$1,840,183.10 with interest earned in the amount of \$3,024.96, for an ending balance in the amount of \$1,843,208.06
 - **Checking account:** Beginning balance \$648,462.39; recorded ending balance \$490,596.16;
 - **Sales-tax money-market account:** Beginning balance in the amount of \$7,699,833.88 with a transfer into in the amount of \$506,464.13 and one transfer out in the amount of \$81,180.20 and interest earned in the amount of \$13,850.29, for an ending balance in the amount of \$8,738,968.10.
 - **Obligation money-market account:** Beginning balance \$311,508.17; interest \$512.07; recorded ending balance approximately \$312,020.24.

Motion: Approve the monthly financial report. **Moved by:** Wayne Griffith. **Seconded by:** James "Jiffy" Dukes. **Vote:** The motion carried unanimously by voice vote, with no opposition stated.
7. **Consider and Approve Monthly Payment of Bills.** The Board reviewed the check-detail report distributed with the financial reports. No questions were raised.

Motion: Approve payment of the monthly bills. **Moved by:** James "Jiffy" Dukes. **Seconded by:** Wayne Griffith. **Vote:** The motion carried unanimously by voice vote, with no opposition stated.
8. **Consider and Approve Revenue Transfers Among District Accounts.** Secretary/Treasurer Dooley reported one transfer of \$506,464.13 from the District checking account to the sales-and-use-tax account, representing the sales-tax deposit.

Motion: Approve the reported transfer of \$506,464.13. **Moved by:** Wayne Griffith. **Seconded by:** James "Jiffy" Dukes. **Vote:** The motion carried unanimously by voice vote, with no opposition stated.
9. **Consider and Approve Monthly Summary Financial Report from District VFDs.** The Board reviewed the June departmental financial report. Commissioners stated that nothing appeared out of the ordinary.

Discuss & Approve the June District VFD summary financial reports. Moved by: James "Jiffy" Dukes.

- Seconded by: Curt Collins. Vote: The motion carried unanimously by voice vote, with no opposition stated.

10. Consider and Approve Quarterly Investment Report. Secretary/Treasurer Dooley presented the April, May, and June quarterly investment report. Texas Bank had added fifteen pledged entities during the quarter to collateralize deposits above FDIC limits. The report reflected market value exceeding total District deposits at each month-end.

Motion: Approve the quarterly investment report. Moved by: Curt Collins. Seconded by: Wayne Griffith. Vote: The motion carried unanimously by voice vote, with no opposition stated.

11. Consider and Possibly Approve Pending Items Regarding the New Salem VFD Station Project. The metal-building contractor had not mobilized as anticipated and had not returned calls that day. Rain and completion of a prior job were discussed as possible causes of delay. All building materials were reported on site and monitored by cameras. The Board discussed directing the project contractor, Mr. Davidson, to locate another metal-building contractor if the current subcontractor could not begin promptly. No action taken.

20. Consider and Possibly Approve General Warranty Deed for New Salem VFD Property. Agenda Item 20 was taken out of order because the New Salem representative needed to leave. The deed, prepared by District counsel, transfers the New Salem VFD property to Rusk County ESD No. 1 for stated consideration of \$10. Commissioners explained that the District should own the property because it is investing approximately \$1 million in the station project. The New Salem president was instructed to sign before a notary and return the deed for filing with the county.

Motion: Accept the General Warranty Deed conveying the New Salem VFD property to Rusk County ESD No. 1. Moved by: James "Jiffy" Dukes. Seconded by: Wayne Griffith. Vote: The motion carried unanimously by voice vote, with no opposition stated.

12. Consider and Possibly Approve Communications/Technology Improvements and Repairs. The Board discussed the following recorded matters before the recording stopped:

- Mount Enterprise radio installation: relocate/install a base-radio antenna at the new station space. Most materials were already available. The anticipated additional cost was approximately \$150 to \$200. Not to exceed \$200.00
- Carlisle radio improvement: after the Laneville tower came online, handheld coverage improved. Rather than immediately constructing a 30-foot tower estimated at approximately \$2,800, the Board favored first installing a proper rooftop fiberglass or ground-plane antenna using existing coax and connectors, at an anticipated cost similar to Mount Enterprise. Not to exceed \$200.00.
- Cellular/radio amplifier system: a professionally engineered amplifier proposal was approximately \$155,000 and was considered financially impractical. Starlink, APX Next Wi-Fi capability, and an inexpensive mesh extender had already improved indoor communications at Tatum.
- Minimum standards for access to ESD technical resources: cybersecurity concerns were discussed following regional public-safety cyber incidents. The Board directed staff to obtain firm pricing and return in August with a proposed policy or standards requiring current antivirus and other protections for devices accessing Alpine or other District resources. Preliminary annual cost estimates for expanding coverage were under \$500. Reconsider in August.
- Laneville tower matting and rock: a \$7,500 proposal included vegetation treatment, two crossed layers of landscape fabric, and approximately three inches of small rock inside the fenced tower compound. Access limitations could require temporary fence removal and use of a small tractor.
- Laneville communications-building roof: a \$3,600 proposal would construct a freestanding insulated metal roof with an air gap and overhangs above the concrete communications building and entry door. The project was intended to reduce substantial cooling costs and rain penetration. The building's recent monthly electric bill was approximately \$468. The Board then considered two communications renewals: NFPA and APCO with the NFPA being approximately \$165 annually and the APCO being \$108 annually done twice for 2026. Motion made by Board Member Gloria Dooley, and seconded by Board Member Jiffy Dukes, to approve all items with set dollar amounts as itemized.

13. Consider and Possibly Approve Repairs to A/C Drains and Condensation Issues on ESD Building A/C Units. Treasurer Dooley explained that she was informing the Board that A/C repairs would be necessary to one of the units at the ESD building and to the unit at the south tower site and that no costs estimates were available at this time. She didn't believe the cost would be over \$600.00 combined. The Board expressed to have necessary repairs made.

14. Consider and Possibly Approve Cost Share with Tatum VFD on a First Responder Vehicle and Signage. Chief Rayford Gibson asked the Board to consider paying for new signage and a mobile radio for the vehicle the department had purchased and financed without Board approval. The Board discussed the need to have a request for a cost share on the cost of the vehicle approved before the purchase and asked that the department return for that request after the sale of their old vehicle. A motion to approve the signage and radio at a cost not to exceed \$1,500.00 was made by David Burks, and duly seconded by Curt Collins. The motion passed with a unanimous vote.

15. Consider and Possibly Approve Reimbursement to Eastside VFD for Dress Uniforms Not to Exceed \$2,156.17. Chief Jeremy Bozeman requested the reimbursement as the department had purchased the uniform items due to the lost of a department member. The Board discussed the request and determined that at this time the department would have to be responsible for the full cost. A motion to deny was made by Board Member Gloria Dooley, and duly seconded by Board Member Curt Collins. The motion passed with a unanimous vote.

16. Consider and Possibly Approve Bids on Mt. Enterprise Tender and Tatum Brush Truck Under TFS Grants. Bids for both of these vehicles were presented and there was a short discussion on the increases in cost in just 6 months. A motion to approve was made by Board Member Jiffy Dukes, and duly seconded by Board Member Wayne Griffith. The motion passed with a unanimous vote.

17. Consider and Possibly Approve New London VFD Rescue-Tool Quote Not to Exceed \$40,889.02, Excluding Freight. Chief Sammy Nichols presented the request for the Board to pay the cost share on the grant they had received for rescue tools from TFS. Board Member Dukes asked if the city could pay any part of the cost share and Chief Nichols responded that the city was near the end of their fiscal year and could not do so. A motion to approve the grant cost share was made by Board Member Gloria Dooley, and duly seconded by Board Member Wayne Griffith. The motion passed with a majority vote with Board Member Jiffy Dukes voting against.

18. Consider and Possibly Approve Laneville VFD Tender Tires Not to Exceed \$4,764.94. Chief Scott McCoy requested direct payment for a new set of tires for their tender that had been included in their 2026 budget. He also requested that the Board approve in August the department donating the old tires to the Rusk County Commissioners court so that Pct. 4 could use them. A motion to approve was made by Board Member Wayne Griffith, and duly seconded by Board Member Curt Collins. The motion passed with a majority vote with Board Member Jiffy Dukes abstaining.

19. Consider and Possibly Approve Amending District Guidelines on Reimbursements to Departments. During the final recorded portion, the Board discussed approving the redlined reimbursement-guideline revisions and producing a clean final copy with the agreed formatting changes.

Motion: Approve the reimbursement-guideline changes reflected in the redlined copy, with a clean final version to be prepared. Moved by: Curt Collins. Seconded by: James "Jiffy" Dukes.
Vote: The motion carried unanimously by voice vote, with no opposition stated.

21. Consider and Possibly Approve Action Resulting from the July 11, 2026 Strategic Planning Workshop. The Board reviewed Mike Montgomery's proposal for assistance with recruiting and selecting personnel. Options discussed included packages of approximately \$19,500, \$9,500, and \$5,200, as well as hourly services at \$150 per hour, \$50 per travel hour, and mileage. Commissioners concluded that the District could manage the recruitment and screening process internally.

Motion: Reject the recruitment/selection consulting proposal. Moved by: James "Jiffy" Dukes. Seconded by: Curt Collins. Vote: The motion carried unanimously by voice vote, with no opposition stated.

Organizational chart discussion: The Board reviewed the preliminary organizational chart from the strategic-planning workshop. Commissioners generally considered it an acceptable starting point but recognized it as a fluid document that may later add an administrative assistant and may revise the Operations Captain position to a county fire-chief or similar role. No separate formal action was clearly recorded on the chart.

22. Adjournment. 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 8:24 p.m.



Gloria Dooley, Secretary/Treasurer

David Burks, President

Date: _____