

MILAM COUNTY EMERGENCY SERVICES DISTRICT NO. 1

MINUTES

A Special Meeting of the Board of Emergency Services Commissioners of Milam County, Texas Emergency Services District No. 1 was held on the 15th day of January 2024 at 6:00p.m. in the Milano Civic Center, 120 West Avenue E, Milano, Texas.

The following Commissioners were present

MIKEL REED
STEPHEN HANEL
KAIN DODD
KIMBERLY KNAPEK
REBECCA GERREN

1. CALL TO ORDER AND ESTABLISH QUORUM:

A quorum was present with Commissioners Kain Dodd, Kimberly Knapek, Rebecca Gerren, Mikel Reed, and Stephen Hanel present. Commissioner Kain Dodd called the meeting to order at 6:00 p.m.

2. PLEDGE OF ALLEGIANCE TO THE AMERICAN FLAG AND THE TEXAS FLAG

3. INVOCATION

4. RECOGNITION, WELCOME, AND CITIZEN COMMENTS:

The following were present:

- 1) Ken Campbell- BURNS ANDERSON JURY & BRENNER, L.L.P.,
Attorney at Law
 - 2) Kevin Stolle- Operations Supervisor AMR
 - 3) Byron Sedlacek- Operations Manager AMR
 - 4) Dylan Newson- PHI Representative
- No citizens were present.

5. {AGENDA ITEM 2} EMERGENCY SERVICES COMMISSIONERS STATEMENTS AND OATHS OF OFFICE:

All five ESD Commissioners completed statements and oaths prior to this meeting. All are on file with the County Clerk.

6. READING AND APPROVAL OF THE MINUTES OF THE PREVIOUS SPECIAL MEETING:

This is the first meeting of the Milam County Emergency Services District No. 1. There are no minutes to be read for previous meetings.

7. {AGENDA ITEM 5}PRESENTATION BY KEN CAMPBELL ON ROLES AND DUTIES OF EMERGENCY SERVICES DISTRICTS:

A presentation was given by Ken Campbell on the rolls and responsibilities of emergency services districts. The following items were discussed:

- Meet Monthly*
- Regular vs Special meetings*
- Recommends Secretary to keep minutes book/orders book/contracts book*
- Recommends 25% reserve contingency*
- Set up bank account*
- Start budget now*
- Set tax rate for 2024; needs to be done by September 30, 2024*
- If not already completed, complete Open Meetings/Public Information Act training within 90 days*
- Competitive bidding (requests for proposal)*
- Narrow agenda down to 10 items*
- Services must be contract*
- Move leases to ESD*
- Constructive trust*
- Senate Bill 2- tax reform*
- Truth in taxation*
- Public hearing notices in paper and website*
- Establish website and suggests emails through website*
- No available funds until December 2024 at the earliest, may not be until March 2025*
- Treasurer's Report- quarterly report for now*
- ESD funds primarily come from property taxes, but can also come from grants, sales & use tax, EMS runs if EMS is in house (comes from billing).*

8. REPORT OF SERVICE PROVIDERS IN DISTRICT TERRITORY:

- a. Report from representative of American Medical Response on Emergency Medical Services in the District and on emergency or non-emergency incidents to which it responded in District territory from November 1, 2023 to present, if any, and contract with Milam County, Texas.

Report given by Bryron Selacek Operations Manager and Kevin Stolle Operations Supervisor of AMR Milam County, TX.

- b. Report from representative of PHI Air Medical on Emergency Medical Services in the District and on emergency or non-emergency incidents to which it responded in District territory from November 1, 2023 to present, if any, and contract with Milam County, Texas

Report given by Dylan Newsom PHI Air Med 1-5 Base Manager.

9. CONSIDER, DISCUSS, AND TAKE APPROPRIATE ACTION OF THE FOLLOWING ITEMS:

- {AGENDA ITEM 9. a.} Adoption of rules for proceedings, including possible adoption of Robert's Rules of Order.

Motion to adopt Robert's Rules of Order for proceedings was made by Commissioner Stephen Hanel; seconded by Commissioner Mikel Reed. None opposed; motion passed.

10. {AGENDA ITEM 3} ELECTION OF BOARD OF EMERGENCY SERVICES COMMISSIONERS OFFICERS.

Commissioner Kain Dodd opened up the election of officers for the 2024 calendar year.

Motion to nominate Kain Dodd for President by Mikel Reed; second by Kimberly Knapek. None opposed; motion passed.

Motion to nominate Kimberly Knapek for Vice President by Kain Dodd; second by Mikel Reed. None opposed; motion passed.

Motion to nominate Rebecca Gerren for Secretary by Kain Dodd; second by Stephen Hanel. None opposed; motion passed.

Motion to nominate Mikel Reed for Treasurer by Kain Dodd; second by Stephen Hanel. None opposed; motion passed.

Motion to nominate Stephen Hanel for Assistant Treasurer by Mikel Reed; second by Kain Dodd. None opposed; motion passed.
Nominations seized.

11. {AGENDA ITEMS 9. b. - v.} CONSIDER, DISCUSS, AND TAKE NECESSARY ACTION ON THE FOLLOWING ITEMS:

- b. Retention of legal counsel for the district.

Motion to retain Ken Campbell, BURNS ANDERSON JURY & BRENNER, L.L.P.,

Attorney at Law from January 15th, 2024 - December 31, 2024 by Commissioner Kain Dodd:
second by Commissioner Stephen Hanel. None opposed: motion passed

c. Review, revise, and approve a request for proposal for certified public accounts to conduct audits for District and contractor(s) to District.

No action taken.

d. Potential contract(s) for the provision of emergency services, including fire, rescue, hazardous materials, first responder, and other related services with local emergency services organizations.

No action taken.

e. Interim provision of emergency services by emergency services organizations currently servicing District territory.

No action taken.

f. Setting of final boundaries of District, including accurate description of its territorial jurisdiction and map for presentation to the Milam County Central Appraisal District, Tax Assessor-Collector, and other relevant entities.

No action taken.

g. Review possible contracts with Milam Central Appraisal District.

No action taken.

h. Review possible contracts with Milam County Tax Assessor-Collector's Office

No action taken.

i. Establish a mailing address for the District and other related contract information.

No action taken.

j. Set the fiscal year for the District's operations.

No action taken.

k. Location of possible office, meeting, and storage places for District.

No action taken.

l. Review and possible action on records retention policy of District.

No action taken.

m. File annual report with the Texas Division of Emergency Management per Section 775.083.

No action taken.

n. Publish notice of street address of the district's administrative office in the newspaper of general circulation each January per Section 775.036.

No action taken.

o. Adopt newspaper(s) for official notices as may be required by law.

No action taken.

p. Set time and location for Regular Meetings of the Board of Emergency Services Commissioners.

No action taken.

q. Set time and date for inspection of local dispatching center

No action taken.

r. Appoint members to visit local emergency services organizations and review same.

No action taken.

s. Selecting depository bank for District accounts and action related to signatory authority for same.

No action taken.

t. Selection of insurance provider for District.

No action taken.

u. Repeal of Goods-In-Transit Exemption

No action taken.

v. Join Texas State Association of Fire and Emergency Districts (SAFE-D)

No action taken.

12. {AGENDA ITEM 8. on Page 3}REPORT ON STATUS OF OPEN MEETINGS/PUBLIC INFORMATION ACT TRAINING FOR COMMISSIONERS, AND POSSIBLE ACTION ON SAME:

The following Board members have completed their Open Meetings/Public Information Act training: Rebecca Geren, Kain Dodd, and Mikel Reed.

11. SCHEDULE NEXT MEETING:

A special meeting will be held on the 16th day of February 2024 at 10 a.m. in the Milam County Annex, 806 N Crockett Ave, Cameron, TX 76520

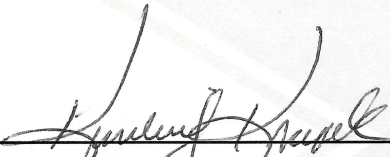
12. ADJOURNMENT:

Motion to adjourn by Stephen Hanel; second by Kimberly Knapek. None opposed, motion passed. Meeting adjourned at 8:22 p.m.

The above and foregoing Minutes for Monday, January 15th, 2024 have been examined and approved in an Open Meeting on this 15th day of February 2024.

Statement of Approval


~~January 16~~, 2024
February ^{KD}




Vice President, Kimberly Knapek




Treasurer, Mikel Reed



Secretary, Rebecca Gerren



President, Kain Dodd



Assistant Treasurer, Stephen Hanel

Supporting documents may be obtained by Public Information Request.