

NOTICE

CALLED BOARD MEETING PALO PINTO COUNTY EMERGENCY SERVICES DISTRICT #2

A Called Session of the Palo Pinto County Emergency Services District #2 Board met on the 21st day of January 2020 at 6:PM at the Santo Fire Station, in Santo, TX.

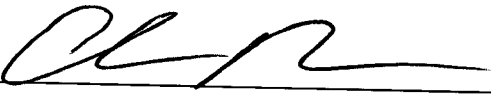
The following subjects were discussed, considered, passed or adopted to-wit.

1. Called to order and established quorum. Meeting called to order at 6:00 pm by President Geeo. Commissioners present were; Hershel Geeo, Charles Kitchens, Beryl Mckinnerney, Ken Backes, and Chris Roberts.
2. Judge Long swore in the newly appointed board members Ken Backes, Beryl Mckinnerney, and Chris Roberts.
3. Minutes of previous meeting were read with no changes needed. Hershel moved to accept the minutes seconded by Beryl. All in favor.
4. In regards to board member positions and responsibilities Ken motioned to keep the same positions with Chris taking the secretary position which was seconded by Charles. All in favor.
5. Treasurer report: Beryl submitted expense report, profit and loss report for the month as well as year to date, and balance sheet reflecting total assets of \$1,104,430.73. Beryl and Kristina exchanged comments about how and when workers would get compensation. Beryl handed out audit engagement packages from Taber and Burnett. Beryl stated all information needed to be given to Taber and Burnett no later than May 31, 2020. Beryl made a motion to approve the report and the cost of the audit and was seconded by Charles. All in favor. Charles made a motion to accept the financial report and Chris seconded. All in favor.
6. Building Report: Duane Tarpley with Les Branson spoke about what needs to be done to successfully excavate for the new station addition. Duane talked about the type of dirt work and the reason it needs to be

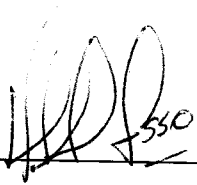
done. Ken spoke about potentially having to call a special meeting to accept and sign the contract for the station addition.

7. Kristina was asked about the EMS staffing thus far. Kristina responded saying "all is well, and all shifts so far had been covered". Kristina stated there was a problem with Santo Fire/EMS cutting checks to shift workers. Hershel stated he thought it would be best to setup an electronic payroll account, and said he would like to see a complete list of the contract workers. Charles made a motion to initiate a contractors payroll program for the paid department only by initiating a contract payroll account managed by ESD#2's accounting firm with all of the records coming from Kristina to include W-4's, routing and or account numbers for ACH payment and to include a letter of engagement for ESD#2's accounting company by approval of the board effective immediately. Seconded by Beryl. All in favor.
8. Kristina gave the monthly report for Santo EMS and stated there were 19 calls for service for December 2019.
9. Beryl read the report from the Lone Camp Fire Department. Report talked about the First Responder Vehicle continued to move along being built but was still behind schedule. Vehicle was originally planned to be in service in the middle of January 2020 but was running behind and now projected to be in service potentially by the end of February 2020. Beryl made a motion to move forward with payment to Motorola for the radio and communications equipment within the vehicle for the amount of \$4,013.15 which was seconded by Charles. All in favor.
10. Ken spoke about the Palo Pinto County Emergency Services District #2 website was up and running and looked great.
11. February 24th 2020 at 6:PM was set for the next meeting at the Santo fire station.
12. Charles moved to adjourn. Beryl seconded. All in favor.

Dated this 24 Day of February 2020

By 

Chris Roberts, Secretary



Hershel Gees, President