

Palo Pinto County ESD # 2

Regular Session Minutes

A Regular Session of the Palo Pinto County Emergency Services District #2 Board met on March 25, 2022, at 6 p.m., at Santo Fire / EMS Station, Santo Texas.

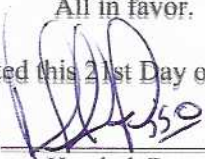
The following subjects were discussed, considered, passed or adopted to wit.

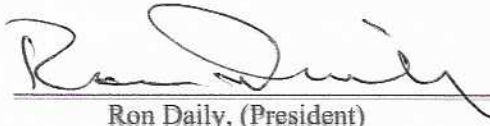
1. Called to order and established a Quorum: The meeting was called to order at 6 p.m. by president Geoo. Commissioners present were Hershel Geoo, Charles Kitchens, Ron Daily, Paul Smith and Mark Hukel.
2. The minutes of the previous February 11, 2022 regular meeting were read. A motion was made by Charles Kitchens and seconded by Mark Hukel to approve the minutes with corrections. Motion passed.
3. TREASURY'S REPORT: Hershel Geoo submitted an expense report, profit and loss report for the month as well as year to date, and balance sheet reflecting total assets of \$924,777.63 which was questioned. The Treasury's report was not approved. Ron Daily, Paul Smith, and Mark Hukel were not satisfied with the report and had some questions. Ron and Paul are to schedule a meeting with the CPA to discuss these issues. Mark Hukel made a motion to pay all due invoices, seconded by Ron Daily, all in favor.
4. PUBLIC COMMENTS: There were none.
5. OLD BUSINESS:
 - A. Election of new officers are the following:
 1. Election for president; Mark Hukel made a motion to elect Ron Daily as president, Paul Smith seconded the motion. Approved by a vote of 3 to 2.
 2. Election for vice-president; Ron Daily made a motion to elect Mark Hukel as vice-president, Paul Smith seconded the motion. Approved by a vote of 3 to 2.
 3. Election for Treasurer; Ron Daily made a motion to elect Paul Smith as treasurer, Mark Hukel seconded the motion. Approved by a vote of 5 to 0.
 4. Election for Secretary; Paul Smith made a motion to elect Hershel Geoo as secretary, Ron Daily seconded the motion. Approved by a vote of 5 to 0.
 5. Election for Assistant Treasurer; Mark Hukel made a motion to elect Charles Kitchens as assistant treasurer, Paul Smith seconded the motion. Approved by a vote of 5 to 0.
6. NEW BUSINESS
 - A. A discussion on the appointment of a records management officer and Investment officer. Ken Campbell is to furnish some information to Ron Daily for further study. No action taken at this time and to be discussed at the meeting next month.
 - B. A discussion on approved policies and procurements for ESD 2 was considered. Ken Campbell is to furnish some information on this to Ron Daily for further study. Charles Kitchens made a motion to allow time to review this issue and bring it up again at the next month's meeting, seconded by Mark Hukel. Approved by a vote of 5-0.
 - C. A discussion on establishing a Citizens Advisory Committee was considered; Ron Daily made a motion to establish a committee of nine members in the ESD 2 area to advise the board on varies issues, seconded by Mark Hukel. Approved by a vote of 5 to 0.
 - D. A discussion on establishing a procedure for relaying financial information to the CPA for timely and accurate financial statements. Ron Daily will discuss this issue with the bank; Mark Hukel made a motion to look into this issue, seconded by Ron Daily. Approved by a vote of 5 to 0.
 - E. A discussion on establishing a monthly meeting date. Paul Smith made a motion to set the meeting date on the third Thursday of each month; seconded by Mark Hukel. Approved by a vote of 5 to 0.
 - F. A motion was made by Mark Hukel to table this issue of the contract with EMS until the next meeting in April; seconded by Hershel Geoo. Approved by a vote of 5 to 0.
 - G. Paul Smith to report back at our next meeting in April on obtaining a local CPA firm for the 2023 year.
 - H. A discussion on who was responsible for seeing what was to be put on the web site. The following is a list of who is responsible for what:

- a. The President is responsible for the board meetings management and to ensure the meetings are followed under the guidelines of law
 - b. The Secretary is responsible for the minutes of the meetings and records retention.
 - c. The Treasurer is responsible for the Payment of invoices upon approval of the board and the financial well keeping of the district to include all financial records and audits.
- I. Payment for board members expenses to the Safe-D Conference was approved under item 3 of the treasurer's report.
 - J. The SB 2 was discussed.
 - K. Ron Daily made a motion to obtain a recorder and public address system for the meetings, Mark Hukel seconded the motion. Approved by a vote of 5 to 0.
 - L. Santo reported they had made 37 calls this last month; with 2 outside of Mineral Wells and one mutual aid with Mineral Wells with Sacred Cross.
 - M. Ken Campbell is to furnish Paul Smith with some information on possible sources to advertise for bids for the 2003 Medic 1303 ambulance. Mark Hukel made a motion to list the ambulance with the Government Auction site with a minimum bid of \$5,000.00, seconded by Ron Dailey. Approved by a vote of 5 to 0.
 - N. No one from Lone Camp was available to make a report.
7. There was no County-Wide EMS issues affecting ESD #2 discussed.
 8. Charles Kitchens made a motion to adjourn into Executive session as authorized by Texas Government Code 551.071, to consultation with the boards attorney to discuss legal matters, seconded by Hershel Geoo, all in favor at 7:45. The executive session was adjourned at 8:25.
 9. Next Meeting Date: The next regular ESD #2 Board meeting was set for April 21, 2022, at 6 p.m., at the Santo Fire / EMS Station in Santo, Texas.
 10. Meeting Adjournment: Charles Kitchens made a motion to adjourn the meeting, seconded by Hershel Geoo. All in favor.

Dated this 21st Day of April, 2022

By


Hershel Geoo, (Secretary)


Ron Daily, (President)