



## Parker County Emergency Service District No. 7

*1418 Greenwood Cut-Off Road, Weatherford, Texas 76088*

### Minutes of the Regular ESD 7 Business Meeting

Tuesday, March 13, 2018 at 6:00 pm      Station 41

The meeting was called to order by ESD 7 President, Mike Bright, at 6:00 PM.

The invocation was given by ESD 7 Commissioner Ed Belding, followed by the Pledge of Allegiance.

#### **Business Items:**

1. **Review and Approve the minutes of the regular meeting of February 13, 2018** – A motion to approve the minutes as written was made by Gale Binder and seconded by Ed Belding. The motion passed unanimously.
2. **Discuss and Take Action on ESD 7 Annual Audit Report by George, Morgan and Snead** – Accountant, Nerio Matias from George Morgan and Snead, reported on what he determined to be the highlights of the audit. Matias complimented ESD 7 Treasurer, Gale Binder, on a job well done. Following his remarks, a motion was made by Treasurer Gale Binder to accept the audit report as presented. The motion was seconded by Secretary Dean Hungate and unanimously passed.
3. **Present Service Provider Reports** – Chief Rodney Robertson presented the report for Cool-Garner, Chief Rod Bass presented the report for Greenwood and Scott Anderson presented the report for Millsap. (See Attached)
4. **Present, Discuss and Approve Treasurer's Report and Check Detail** – Treasurer Gale Binder presented the Treasurer's Report. A motion was made by Binder to accept the report as presented and was seconded by Dean Hungate. The motion was approved unanimously. Binder then presented the check detail. A motion was made by Binder to approve the report as presented. The motion was seconded by Dean Hungate and unanimously approved. The Treasurer also presented a form he created regarding the \$33,861 received for the annexed property by the City of Weatherford (see attached). He also presented a form from the Texas Workforce Commission outlining an amount of \$3,899.29 which would be returned (by request) due to overpayment of payroll tax (see attached).
5. **Discuss and Take Action on ESD 7 Sexual Harassment Policies** – District Chief Jeff Edwards reintroduced the sexual harassment policies he had presented at the February meeting. Following a lengthy discussion, a motion was made by Commissioner Ed Belding to adopt the policies as presented with the understanding that ESD 7 will immediately begin to educate themselves on the administration of the policy and will enact future changes for ESD 7 and our VFDs based on the research and education obtained. The motion was seconded by Dean Hungate and unanimously approved.
6. **Discuss and Take Any Necessary Action on the Upcoming ESD 7-wide family Picnic** – Commissioner Ed Belding reported on his progress in organizing the picnic. He asked VFD Chiefs to give him a head count of members planning to attend by the end of March. He expressed a

- potential need for paper products which Millsap agreed to supply. He will also need tables which Cool-Garner and Greenwood agreed to supply.
7. **Discuss and Take Necessary Action on a Budget Amendment for the purchase of four sets of bunker gear for new members at Cool-Garner VFD** – Chief Robertson reported that Cool-Garner has four new members and no available gear. They have a TFS grant in, but grant has not been approved thus far. Complete cost for the four sets will be \$14,360. (\$3,590 per set)  
Commissioners merged agenda items 7 and 8 -
  8. **Agenda 8 - Discuss and Take Necessary Action on a Budget Amendment for the Purchase of a total of 12 sets of bunker gear (3 per quarter) for Greenwood Rural VFD** – Chief Bass reported that of his gear will be out of compliance in 2 years, plus the addition of 9 new members within the last 6 months. Bass requests amendment to budget for the purchase of 3 sets of bunker gear a quarter for the next 2 years. The cost for the 3 sets is \$10,770. Following some discussion, a motion was made by Gale Binder to approve an expense of up to \$25,130 for the purchase of seven sets of bunker gear – 4 for Cool-Garner and 3 for Greenwood. The motion was seconded by Dean Hungate and approved unanimously.
  9. **Enter into Executive Session for the purpose of District Chief Performance Review** -  
Commissioners entered into executive session at 7:47.
  10. **Return from Executive Session** – Executive session was concluded at 9:01 pm
  11. **Adjourn** - A motion to adjourn the meeting was made by Ed Belding and seconded by Dean Hungate. The motion passed unanimously. The time was 9:02

**Those in Attendance:** President, Mike Bright, Treasurer Gale Binder, Secretary Dean Hungate Commissioner Edward Belding, District Chief Jeff Edwards, Cool-Garner Chief, Rodney Robertson, Greenwood Chief Rod Bass, Millsap Captain Scott Anderson, Gary Hall, Accountant, Nerio Matias, and Administrative Assistant Leigh Boren.

Respectfully Submitted,

  
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Leigh Boren, Administrative Assistant

  
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Dean Hungate, Secretary  
Board of Commissioners ESD 7

4-10-18

Date