



## 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 17, at 6:00 pm Station 41

The meeting was called to order by ESD 7 President Edward Belding at 6:02 pm

The invocation was given by Edward Belding, followed by the Pledge of Allegiance.

**Item taken Out of Order – #7 Discuss and Take any Necessary Action on New Station Build in Cool** – David Blackwell from Speed Fab Crete showed commissioners the site plan. It should be completed in the next several days. Chief Robertson and Assistant Chief Robertson have a meeting with the builders on Thursday, March 19<sup>th</sup>. Speed Fab Crete will be back at the April meeting to present the finished site plan and budget.

2. **Oath of Office to Board member renewing his Commission: Terry Hollis** – Mr. Hollis was given the oath of office as a Commissioner for Parker County ESD 7.
3. **Review and Approve the Minutes of the Regular Business Meeting of February 10, 2026** – A motion to approve the minutes as written was made by Vice-President Gary Hall and seconded by Treasurer Elizabeth Bozzell. The motion passed unanimously.
4. **Present Service Provider Reports and Review Call Volume** – Service Provider reports were presented by Chief Robertson for Millsap Fire/Rescue and for Cool Garner VFD. Chief Young presented the service provider report for Greenwood Rural VFD. The call volume reports were reviewed.
5. **Present and Approve the Treasurer’s Report and Check Detail for February 2026** – A motion to approve the Treasurer’s Report and Check Detail as presented was made by Commissioner Terry Hollis and seconded by Vice-President Gary Hall. The motion passed unanimously.
6. **Request for Public Comment** – None
7. **Item discussed at the beginning of the meeting (New Station Build)**
  1. **Item taken out of order – Audit Review** – Commissioners reviewed the audit report from George, Morgan and Sneed. A motion was made by Commissioner Terry Hollis to accept the audit as presented. The motion was seconded by Treasurer Elizabeth Bozzell and unanimously approved.
  8. **Discuss and Take Necessary Action on New Administrative Assistant – Chief Robertson reported that he had three applications and would like a**

**commissioner to assist with the interviews. Treasurer Elizabeth Bozzell volunteered to participate. Chief Robertson will set up the interviews. Current Administrative Assistant, Leigh Boren, was given a gift and thanked for her years of service to ESD 7.**

**9. Chief Robertson**

- a. Roofing Contractor (Caldwell Exteriors) advises gutter repair at Station 41 will cost a minimum of \$500 – Chief Robertson advised that he would look into fixing the gutters in house.
- b. Request for a Board member to assist with interviews for Administrative Assistant Position – taken care of in item 8
- c. Discuss and Take Necessary Action on Records Management System – Chief Robertson reported that ESD 7 and several other local fire districts were unable to use the new records management system. He is looking into using another system which will require payment. Commissioners asked that he negotiate and try to work with other local districts to mitigate the costs. No formal decision made.

**10. Assistant Chief**

- a. **Discuss and Take Necessary Action on the \$25,000 to Cool Garner Volunteer Fire Department for PPE purchase – grant awarded** – A motion was made by Treasurer, Elizabeth Bozzell, to approve the payment from ESD 7 of \$25,000 for PPE contingent on the repayment with grant funds when grant is complete. The motion was seconded by Vice-President Gary Hall and unanimously approved.

**11. Executive Session** – 7:04 until 7:14.

**12. Adjournment** – A motion was made by Commissioner Terry Hollis to adjourn the meeting. The motion was seconded by Vice-President Gary Hall and unanimously approved. The time was 7:14 pm.

**Present:** President Edward Belding, Vice-President Gary Hall, Treasurer, Elizabeth Bozzell, Secretary Terry Hollis, ESD 7 Fire Chief Rodney Robertson, Greenwood Assistant Chief John Young, Greenwood Deputy Chief Dion Drago, and Administrative Assistant Leigh Boren.

**Respectfully Submitted:**

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**Leigh Boren, Administrative Assistant**

**Terry Hollis, ESD 7 Secretary**

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**Date**