

## **MINUTES OF MEETING**

**Gregg County Emergency Services District No.2  
Regular Meeting Minutes  
6:00 PM  
April 18, 2017  
736 Wilkins Rd.  
Gladewater, Texas 75647  
Sabine VFD**

The meeting was called to order and declared a quorum.

Those present were:

**Greg Colquitt  
Gina DeHoyos  
Clyde Willoughby  
Daniel Patterson**

Also present were Richard Sisk, Chief, Sabine VFD and Rickey Faulkner, ESD attorney.

Mike Clements was absent.

Colquitt called the meeting to order and declared a quorum.

A MOTION was made by Willoughby and seconded by Patterson to approve the Minutes for the March 2017 meeting. The motion passed unanimously.

The Financial Report was presented by DeHoyos. DeHoyos reported that revenue collections were on pace. The only expense that was over budget was the equipment purchases but that was a known expense previously approved by the board.

A MOTION was made by DeHoyos and seconded by Willoughby to approve the financial reports for March 2017 as presented. The motion passed unanimously.

Charley Albert, CPA, presented the 2016-16 audit report. This was the first audit for ESD 2. Albert gave an unqualified opinion which is the cleanest opinion that can be given in an audit. It means that the auditors have certified the financial statements to be free of material misstatements and can be relied upon as accurate under GASB 34 reporting standards for governmental entities. Albert reviewed the statement of net position which reflected approximately \$203,821 in total assets and reflected approximately \$25,000 in short term debt and \$71,000 in long term debt but financed on favorable terms. Revenue for the fiscal year was \$362,000 with \$277,941 in expenses leaving a net positive position of \$84,690. Comparison of the actual to budget was a plus \$13,000. Albert stated it was a clean audit. Copies of the audit are on file and a copy will be presented to the Gregg County Commissioners' Court.

The monthly bills were presented.

A MOTION was made by Patterson and seconded by Willoughby to approve and certify the bills for March 2017. The motion passed unanimously.

The March 2017 bills to be certified for payment as were:

1. Sabine Volunteer Fire Department	\$13,000.00
2. Coghlan Crowson, LLP	\$ 480.68
3. Karen Jacks & Associates	\$ 225.00
4. Texas National Bank	\$ 1,393.45
5. Curtis Blakely & Co., PC	\$ 43.00

Chief Sisk reported that calls for emergency services are averaging about 25 calls per month.

The Chief and firefighters were continuing with their training and recently volunteers completed an Emergency Responder Course and Fire Service Instructor Level 1 Course.

Chief Sisk reported that TEEX had visited Sabine Volunteer Fire Department regarding internal training. Sabine Volunteer Fire Department could be recognized as to provide training to other departments. Great accomplishment for Sabine Volunteer Fire Department and would allow their weekly training services to be certified.

Chief Sisk also reported that a recent fundraiser raised \$8,900 for either a storm siren or rescue equipment. Also the ESD maps are in the process of update.

Chief Sisk reported that the ISO Rating of 314 had been confirmed effective September 1, 2017.

Chief Sisk also discussed bids on the ongoing station upgrade. Sisk reported that approximately \$15,800 would be needed to finish out the 890 square foot bathroom and kitchen area. Neither VFD nor ESD had budgeted this expense, but it was noted that ESD could have a \$70,000 surplus position at year end. All felt it was in the community's best interest to upgrade the station.

A MOTION was made by Colquitt and seconded by Patterson to authorize Chief Sisk to spend up to \$15,800 for station upgrades to bathroom and kitchen as discussed.

Being no further business, the meeting was adjourned.

ATTEST:

  
Gina DeHoyos, Secretary