PANOLA COUNTY EMERGENCY SERVICES DISTRICT #1
Regular Meeting Minutes
June 16, 2026 – 12:00 P.M.
Carthage Civic Center, 1702 South Adams St., Carthage, TX 75633

PCESD #1 Commissioners Present: Dallas Boothe, Luke Burnett, Stuart Lipsey & Justin Yates

1. Chairman Lipsey called the meeting to order at 12:00 PM and established a quorum.

2. The board reviewed minutes from May 19, 2026, regular meeting. On a motion by Yates, seconded by Boothe, the minutes were unanimously approved.

3. During public comments, Robert Delconte discussed issues he has had with departments fulfilling records requests. He expressed concern that the ESD is not holding departments accountable and requests that the ESD continue to strengthen the organization. Matt Burnett with TXFS discussed upcoming legislative session and requested everyone reach out to the local representatives to continue with the grant program.

4. The board discussed the Inter-Community capital budget changes made at the May 2026 meeting: "The board discussed Inter-Community VFD's request to move budgeted capital funds that were approved and allocated for rescue equipment to their station remodel. After discussion by the board, on a motion by Harris, a second by Boothe, and a unanimous vote following, the board agreed to move remaining capital balance from rescue equipment to station remodel." The board recognizes that the budget amendment should have been made in 2025 when purchases were made. After discussion by the board, on a motion by Yates, a second by Burnett, and a unanimous vote following, the board agreed that the motion above was made in error and no longer stands. The proper amendment to the 2025 budget will be made.

5. The board discussed all VFD budget amendments to be reviewed by the Chief's Association prior to submission to the ESD board. Lipsey suggests board members attend the Panola County Fire Fighters Association meetings (1 or 2 at a time) to hear the discussions. After discussion by the board, on a motion by Boothe, a second by Yates, and a unanimous vote following, the board agreed that all budget amendments be cleared through the Chief's Association before being brought to the ESD board.

6. Mark Dawson, representing the Chief's Association, reported that the new Woods VFD truck will be ready for inspection and pick up next week, Community Four VFD received their truck grant reimbursement, Inter-Community VFD truck repairs came in under budget and is nearing completion and the budgeted Gary VFD station renovation is estimated to cost approximately $15,000. Dawson requests the board discuss surplus air packs (20+ years old) be donated to Helping Hands program at the June meeting. Fire Marshal Chadd Gray

presented an inspection report of all vehicle tires from all seven VFDs he and Trooper Bullock conducted. They found no damage to any tires, found that all tires would have passed a state inspection and noted their only concern was the age of some of the tires. Gray requests a discussion at the July meeting over a tire replacement policy.

7. The board discussed VFD/PCESD #1 contract compliance checklists and the efficiency that they can bring. After discussion by the board, on a motion by Boothe, a second by Burnett, and a unanimous vote following, the board agreed to begin using the presented contract compliance checklist, noting that it is a fluid checklist that may be changed when the need arises.

8. The board discussed PCESD #1 Policies and Procedures compliance checklists and addressed necessary policy revisions. For Carthage VFD, all clauses that include "first responder" and "SFFMA" membership should be removed. The board discussed that the auditor is reviewing the P & P and will advise any needed revisions. After discussion by the board, on a motion by Yates, a second by Boothe, and a unanimous vote following, the board agreed to begin using the presented P & P compliance checklist, noting that it is a fluid checklist that may be changed when the need arises.

9. The board asked the VFD Chief's to report on any new memberships. None to report.

10. The board discussed refunding an Open Records Request fee due to the excessive time it took for the citizen to receive the request. Out of goodwill towards the tax payer, on a motion by Boothe, seconded by Burnett, the board unanimously approved the refund of $52.15.

11. The board discussed Inter-Community VFD and Community Four VFD Open Records Requests. Lipsey reported that both are following AG guidance/ruling.

12. The board discussed adopting Texas state guidelines for Open Records Requests. After discussion by the board, on a motion by Burnett, a second by Boothe, and a unanimous vote following, Order #06-16-26-12 was adopted.

13. The board discussed the option to hire a local attorney as additional counsel in the future if necessary.

14. The board discussed auditor Charity Taber is making good progress on the 2025 audit. There is not a known completion date currently.

15. The board discussed previously approved 2026 contribution to the City of Carthage for training aids at the Fire Training Facility. Chief Liedtke described the project as improvements to the live fire prop costing approximately $70,000 - $90,000. Recently, all VFD's in the county participated in live fire system testing at the facility. After discussion by the board, on a motion by Yates, a second by Burnett, and a unanimous vote following, the board agreed to remit $30,000 contribution to the City of Carthage at the July 2026 ESD meeting. (Chief Liedtke will produce a letter to PCESD #1 with the purpose of the

contribution.)

16. The board discussed initial VFD budget requests for the 2027 calendar year and tax items. CPA Nixon discussed the proposed 2027 budget, noting changed categories and general shared items. Nixon stated a budget amendment must be made if exceeding the budget, with back up funds coming from contingency. Chief Dawson spoke on the changed budget categories, suggesting that VFD's remain responsible for tires, to not make it a separate shared category. Proper adjustments to the proposed 2027 will be made by Nixon.

17. The board discussed paying the VFD's annual SFFMA dues. Going off agenda item #17, discussing the proposed budget, the departments will remain responsible for their annual dues. Dawson noted that there are grants available from SFFMA to cover these dues.

18. The board discussed annual insurance policy renewals and will review policies at the July meeting.

19. Lipsey presented the June 2026 bills for payment After review, on a motion by Boothe, a second by Burnett, and a unanimous vote following, the bills that were presented were approved for payment. Noting purchases over the capital threshold of $5,000 as:
    - Schumacher Construction - $49,850.00 (Inter-Community VFD remodel)
    - Casco Industries - $7,069.00 (Beckville VFD grant purchase AE-836-133755)
    - Fire Trucks of Texas - $296,500.00 (Community Four VFD grant purchase AE-932-148594)

20. The June 2026 financial statements were presented by CPA Nixon and he updated departments on their budget items. After the discussion, on a motion by Yates, a second by Boothe, and a unanimous vote following, the June financial statements were approved.

21. On a motion by Yates, with no objections, the meeting was adjourned at 1:12 P.M. The next regular meeting is tentatively scheduled for July 21, 2026, at 12:00 P.M., to be held at Woods VFD, 208 CR 425, Tenaha, TX 75974.

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Board Member

Dated 7/21/26