

PANOLA COUNTY EMERGENCY SERVICES DISTRICT #1
Regular Meeting Minutes
October 21, 2025 – 12:00 P.M.
Carthage Civic Center, 1702 South Adams Street, Carthage, Texas 75633

PCESD #1 Commissioners Present: Stuart Lipsey, Cliff Todd, Justin Yates and Taylor Harris

1. Chairman Lipsey called the meeting to order at 12:00 PM and established a quorum.
2. The board reviewed the minutes from the August 19, 2025 regular meeting and the September 2, 2025 special meeting. On a motion by Todd, seconded by Yates, the minutes were unanimously approved.
3. During public comments, Beckville VFD Fire Chief Carl Anderson announced that BNSF rail training will be held on October 27, 2025, at 7:00 P.M. at the Carthage Fire Training Facility. All Panola County VFDs are invited to attend.
4. Mark Dawson, representing the Chief's Association, requested guidance on the procedures for VFDs to access funds from their capital carryover accounts. The board advised that any use of these funds—or any transfer of funds between budget categories—must be approved as an agenda item. Dawson also brought forward a request from Community Four to purchase a new radio; the board confirmed this item will be placed on the November agenda for consideration.
5. The board reviewed upcoming grant opportunities available to the VFDs, including details on allocation, planned equipment purchases, and associated budget options. These are reimbursement-based grants, requiring the VFDs to initially fund the purchase of trucks and skids, with reimbursement occurring within 90 days of delivery. Timelines for rollout vary by department, ranging from 10-20 months. On a motion by Harris, seconded by Todd, the board unanimously advised that each VFD secure a bank loan in their department's name to finance these purchases. This recommendation is made with the understanding that the PCESD #1 supports the proposed acquisitions, as outlined in the attached spreadsheet.
6. The board discussed repair expenses related to Flatwoods VFD Truck #705. On a motion by Harris, seconded by Todd, a budget amendment was unanimously approved to cover all repair costs.
7. Chairman Lipsey requested board members review the draft Policies and Procedures received from Bexar County, provide feedback, and prepare for discussion at the November meeting. The goal is to adopt finalized Policies and Procedures by December 2025.
8. The board reviewed a website development proposal from Touchstone District Services. On a motion by Todd, seconded by Yates, the board unanimously approved the proposal and will proceed with development of a PCESD #1 website.

9. The board reviewed recent corrections to TML and VFIS policies. The Chief's Association requested that the ESD provide annual individual department receipts for Worker's Compensation.
10. The board discussed attendance at the Safe-D Conference, scheduled for January 29-31, 2026. On a motion by Yates, seconded by Harris, the board unanimously approved Chadd Gray, Leslie Wiley and any interested ESD board members to attend the conference with expenses funded by PCESD #1.
11. The board reviewed and discussed an official PCESD #1 logo. On a motion by Harris, seconded by Yates, the board unanimously approved the adoption of the selected logo.
12. The board considered a capital budget request from Inter-Community to MES for the purchase of E-draulics. On a motion by Harris, seconded by Todd, the board approved a 2026 budget amendment to include the purchase.
13. The board reviewed the final judgment from the Panola County Appraisal District. No action was needed.
14. Due to increased Tax Appraisal Assessment costs, the board discussed a necessary budget adjustment. On a motion by Todd, seconded by Yates, the board unanimously approved a 2025 budget adjustment. Additional 2026 adjustments will be discussed at the November meeting.
15. Chairman Lipsey present the bills for approval. On a motion by Harris, seconded by Yates, the board unanimously approved payment of the bills as presented.
16. Chairman Lipsey presented the monthly financial statements, and departments were updated on their budgets. On a motion by Todd, seconded by Yates, the board unanimously approved the financial statements.
17. On a motion by Todd, with no objections, the meeting was adjourned at 12:58 P.M. The next regular meeting is tentatively scheduled for November 18, 2025, at 12:00 P.M., to be held at the Carthage Civic Center, 1702 S. Adams Street, Carthage, Texas.



Board Member

Dated 11 / 18 / 25