

## MEETING MINUTES

### Board of Emergency Services Commissioners

### Carson County Emergency Services District No. 2

August 20, 2025

**Attendees:** Commissioner Dale Brooks, Commissioner Cuyler McAnally, Commissioner Kelvin Ollinger, Commissioner Trent Taylor

**Also present:** Brad Britten, Nelson Britten, Jacob Clifton, Vance Griffith, James McBee, Brady Miller, Ginna Miller, Mason Miller, Mark Ruth, Jim Scott, Cindy Waton

Not Present: Commissioner Marvin Kramer

1. Call to Order
  - Commissioner McAnally called the meeting to order at 6:02 PM.
2. Citizens' Concerns
  - No citizens' concerns currently.
3. Approval of Previous Minutes
  - Motion to approve the minutes from the previous meeting made by Commissioner Ollinger.
  - Seconded by Commissioner Brooks.
  - Motion passed unanimously.
4. Treasurer's Report
  - Commissioner McAnally reported that he had been advised to fill out a W9 for a check to be cut from the county for ESD 2.
5. Report of Service Providers in District Territory
  - Jacob Clifton, Chief of Skellytown Volunteer Fire Department (SKVFD) reported on behalf of SKVFD. Since the last meeting they have responded to three requests for service, bringing the annual total up to eighty-three. He also gave an update on training and financials and mentioned that they are averaging eight volunteers per call.
  - Mason Miller, Chief of Groom Volunteer Fire Department (GVFD) reported on behalf of GVFD. He reported on training GVFD volunteers have attended since the previous meeting or plan to attend soon. He also reported that they have responded to six requests for service, bringing the annual total of calls in Carson County to seventy-six and in Gray County to eleven. They currently have one out of service apparatus and gave an update on financials.
  - Brad Britten, representative of White Deer Volunteer Fire Department (WDVFD) reported on behalf of WDVFD. He reported that WDVFD has responded to five requests for service since the last meeting with 51% being fire and 49% being EMS. He also provided materials with a financial update.
  - Each department then provided their proposed budgets for FYE 2026.
    - SKVFD gave an estimated \$304,700 in income and an estimated \$304,700 in expenses.
    - GVFD gave an estimated \$213,000 in income and an estimated \$214,000 in expenses.
    - WDVFD gave an estimated budget of \$217,500.
    - Motion to approve the estimated budgets for FYE 2026 for each department was made by Commissioner Brooks.

- Seconded by Commissioner Taylor.
  - Motion passed unanimously.
6. Action Items
- .1. EIN Status Update – The ESD 2 EIN number has been issued.
  - .2. Review Potential Contracts with Service Providers Supplied by Legal Counsel – It was discussed that the contract needed revisions to better fit ESD 2. No action was taken.
  - .3. Discussion on Legal Counsel – Discussion was had, and no action was taken regarding this matter.
  - .4. Discussion on District Auditing Services for FYE 2026 – Commissioner McAnally mentioned that it was brought to his attention that ESD 2 would be required to have an auditing service for FYE 2026. No action was taken.
  - .5. FYE 2026 Budget
    - Motion to adopt the proposed budget for FYE 2026 was made by Commissioner Ollinger.
    - Seconded by Commissioner Brooks.
    - Motion passed unanimously.
  - .6. FYE 2026 Adoption of Tax Rate
    - Motion to adopt the proposed tax rate for FYE 2026 was made by Commissioner Brooks.
    - Seconded by Commissioner Taylor.
    - Commissioner Brooks – Aye, Commissioner Kramer – Aye, Commissioner McAnally – Aye, Commissioner Ollinger – Aye, Commissioner Taylor – Aye. The motion passed unanimously.
7. Report on Status of Open Meetings/Public Information Act Training for Commissioners
- All commissioners have completed the required training.
8. Fire Station Tour and Walkthrough
- Commissioner McAnalley reminded commissioners of the SKVFD tour.
9. Adjournment
- Motion to adjourn the meeting at 8:13 PM made by Commissioner Brooks.
  - Seconded by Commissioner Ollinger.
  - Motion passed unanimously.
  - Next meeting: September 16<sup>th</sup>, 2025, at 6:00 PM at WDVFD.
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