

MEETING MINUTES
DENTON COUNTY EMERGENCY SERVICES DISTRICT NO. 1

DENTON COUNTY EMERGENCY SERVICES DISTRICT NO. 1 held a meeting on **Thursday, January 16, 2025 at 5:30 p.m.** at the following location in the District: **Denton County Emergency Services District No. 1 Station 511, located at 511 Gibbons South, Argyle, Texas 76226.**

The District considered and acted upon the following matters:

1. Board President Sheldon Gilbert called the meeting to order at 5:36pm, Megan Reynolds conducted roll call and established quorum – all present.
2. Invocation by Jeffrey Grubb.
3. Pledge of Allegiance: US and Texas Flag by Jerry Kirby.
4. Jaime Shadowens administered Oath of Office to recently appointed commissioners Sheldon Gilbert, Rick Merrill, and Keith Mashburn.
5. Commissioner Pape motioned to elect Board Officers; 2nd by Commissioner Merrill.

Vote: Unanimous

- a. President – Sheldon Gilbert
 - b. Vice President – Keith Mashburn
 - c. Secretary – Jared Harwell
 - d. Treasurer – Richard Merrill
 - e. Assistant Treasurer – Mark Pape
6. Commissioner Pape motioned to elect AVFD Officers of Sheldon Gilbert, Richard Merrill, and Donna Robichaux; 2nd by Commissioner Mashburn.

Vote: Unanimous

7. No public comment received.
8. Received a report about Martinez Architects and District construction matters, including the approval of any pay applications or change orders for the District's modular fire station project with Crossland Construction Company. No action taken.
9. Commissioner Harwell motioned to pay or authorize District bills and fund transfers required for operational expenses, payroll expenses and capital expenses, including any necessary ACH transfers; 2nd by Commissioner Pape.

Vote: Unanimous

10. Reviewed and discussed annual conflicts of interest requirements under Local Government Code §176.003 (Conflicts Disclosure Statement Required) and §171.004 (Affidavit And Abstention From Voting Required). No action taken.
11. Reviewed and discussed access to personal information under the Public Information Act, including review of sections 552.024, 552.117 and 552.1175. No action taken.
12. Received and discussed Interlocal Agreement for Emergency Medical Services between ESD 1 and ESD 2. No action taken.
13. Received and discussed bids from Wildfire for Squad and Brush Truck. No action taken.
14. Received the Fire Chief's Report from Chief Vaughan.
 - a. AFVD Update
 - b. Medic 513 and Hiring
15. Received President's Report for Denton County ESD No.1.
 - a. AFVD Update
16. Received and discussed Vice President's Report for Denton County ESD No.1, including:
 - a. Denton County ESD No. 1 by Chief Vaughan
 - b. Roanoke FD – not present
 - c. Justin Community Volunteer FD – not present
17. Received and discussed Secretary's Report for Denton County ESD No. 1.
 - a. Motion by Commissioner Harwell to accept Regular Board Meeting Minutes December 12, 2024; 2nd by Commissioner Pape.
Vote: Unanimous
18. Received and discussed Treasurer's Report for Denton County ESD No. 1.
 - a. Commissioner Harwell motioned to approve mid-year budget adjustment as presented; 2nd by Commissioner Pape.
Vote: Unanimous
19. Received and discussed Annual Report Update from Commissioners Welsh, Pape, and Merrill.
20. Received and discussed Strategic Planning Update from Chief Vaughan.
21. Received the Community Outreach and Communications Report from Megan Reynolds.
22. No closed session.
23. No Commissioner updates and announcements.

24. Discussed items which need to be on the agenda for subsequent District meetings including consent agenda, capital replacement program, Interlocal Agreement between ESD 1 and 2, audit status, and annual report update.
25. Commissioner Pape motioned to adjourn at 7:19pm; 2nd by Commissioner Merrill.
Vote: Unanimous

PASSED AND APPROVED BY THE BOARD OF COMMISSIONERS ON THIS 20th DAY OF FEBRUARY, 2025.

SHELDON GILBERT, BOARD PRESIDENT

JARED HARWELL, BOARD SECRETARY