

MEDINA COUNTY EMERGENCY SERVICE DISTRICT 2
1419 County Road 5710
Devine, TX 78016

MEETING MINUTES

Tuesday, November 18, 2025, 7:00 PM

Meeting Location: DuBose Fire House, 1419 County Road 5710; Devine, TX 78016

- 1. CALL TO ORDER and ROLL CALL:** President Todd Summers called the meeting to order at 7:03 pm and established a quorum with Jeff Howard, Ken Nighswander, Jerry Stevens, and Abigail Beadle present. The Bookkeeper, Nancy Pepper, was also present.
- 2. RECOGNITION OF CITIZEN AND PUBLIC COMMENTS:** Citizens signed in. There was no public comment.
- 3. 2022-2023 DEVINE VOLUNTEER FIRE DEPARTMENT AUDIT PRESENTATION by ARMSTRONG, VAUGHN, & ASSOCIATES:** The presentation was provided by Karl Goering, and he shared information regarding any concerns about misappropriation of funds. Future audits were discussed with the board. The definition of a forensic audit was provided as any audit that is presented in a court of law.
- 4. READING AND APPROVAL OF MINUTES – (OCTOBER Minutes):** Abigail Beadle suggested two revisions to the minutes. Ken Nighswander moved to approve minutes including revisions; seconded by Jeff Howard. The motion passed unanimously.
- 5. TREASURER REPORT – REVIEW AND APPROVE AND PAY BILLS:** Ms. Pepper gave the report. There was a motion by Abigail Beadle to approve the Treasurer's Report and pay the bills in the amount of \$227,056.81, seconded by Jerry Stevens. The motion passed unanimously.
- 9. ESD 1 – FINANCIAL REPORT, RUN REPORT, FLEET REPORT, OTHER:** Chief Powers gave the Chief's report, and Stephanie Earls gave the financial report, along with Chief Cooke, who answered questions from the board. No motion was needed.
 - A. Annual Budget- ESD 1 will provide an operations budget to ESD 2 at the December meeting in accordance with the Interlocal Agreement finalized in November 2025
- 10. Devine VFD Business:**
 - A. Financial Audit Update- financial audits are still underway
 - B. ESD Funds- The ESD account currently sits at \$41,316
 - C. Other- M. Bowers – DVFD board member gave the report and stated that they are having issues getting a quorum, so the DVFD Board member present stated that they had written up a Resolution of Necessity and Transition to give control over to ESD #2 Board. Members of ESD#2 Board and DVFD Board talked and the ESD Board determined it best to pursue the item once the resolution could be signed by all four members of DVFD Board.
- 11. OLD BUSINESS:**
 - A. Security Upgrade update:
 1. Recommendation for securing and tracking fuel requested during the October meeting- Voyager is budgeted already. The recommendation is to use Voyager fuel cards and use the fuel tank only for emergencies.
 - B. Firehouse Door Update:
 1. Multiple quotes to submit to insurance requested during the October Meeting- Chief Powers advised that we have a quote, but this is a cosmetic issue. It was clarified for the board that functionality is not an issue. The recommendation is not to repair at this time.
 - C. Consider and take possible action to repair or replace the air compressor
 1. Warranty options requested during October Meeting- Chief Powers said that he isn't ready to discuss this as some things have changed. No action was taken.
- 12. NEW BUSINESS:**
 - A. Discuss and take action on 2 ESD Board members and a Member at large to the Devine VFD Board: No action was taken.
 - B. Consider and take possible action to donate out-of-date gear: ESD#2 board discussed that DVFD owns the gear, tabled and will discuss once new DVFD Board is established.
 - C. SAFE-D Conference: A motion was made by Abigail Beadle to authorize conference registration and hotel fees to attend SAFE-D, seconded by Jerry Stevens. The motion carried unanimously.
 - D. Consider and take possible action to create an Administrative Procedures Manual: Abigail Beade, Nancy Pepper, & Stephanie Earls will work to develop a plan for the board's approval.
 - E. Discuss and take action to take out the required Surety Bond on MCESD#2 Treasurer: No action will be taken until January when new positions are finalized.
- 13. New Date and time of next Meeting:** The Board agreed to meet next on December 17, 2025 @ 7:00 pm.

14. Executive Session – The board did not enter into executive session.

15. **ADJOURN:** Jerry Stevens made a motion to adjourn the meeting, with a second by Ken Nighswander. The motion unanimously passed at 9:02 pm.

RESPECTFULLY SUBMITTED,

A handwritten signature in cursive script that reads "Abigail Beadle".

Abigail Beadle, SECRETARY