

# Nacogdoches County Emergency Service District #1

P.O. Box 343  
Douglass, TX 75943  
936-569-3761

**The Nacogdoches County Emergency Service District #1, Board of Commissioners met in a regular meeting on Monday, January 13, 2025, at 6:00 p.m., at the Douglass Volunteer Fire Department located at 15396 West State Highway 21, Douglass, Texas.**

Commissioners present: President Stephen Clinch, Secretary Andy McShan, Treasurer David Lowery, and Commissioner Lance Porter

Commissioners absent: None

DVFD members present: Chief Phil Holland

1. Call to order – President Clinch established a quorum present and called the meeting to order at 6:05 p.m.
2. Discussion and possible action regarding election of officers – Commissioner Porter made a motion to elect Steve Clinch as President; Treasurer Lowery seconded; motion passed: Secretary McShan made a motion to elect Mike Gilbert as Vice President; Commissioner Porter seconded; motion passed: Commissioner Porter made a motion to elect Andy McShan as Secretary; President Clinch seconded; motion passed: Commissioner Porter made a motion to elect David Lowery as Treasurer; President Clinch seconded; motion passed.
3. Discussion and possible action regarding minutes of previous meeting – A motion to approve the minutes of the December 9, 2024, meeting was made by Commissioner Porter. Treasurer Lowery seconded. Motion passed.
4. Discussion and possible action regarding financial statements – The December reports were reviewed. Secretary McShan made a motion to accept the financial statements as presented for the month ending December 31, 2024; Treasurer Lowery seconded. Motion passed.
5. Discussion and possible action regarding payment of invoices – Commissioner Porter made a motion to pay Brandy Parker for contract services for January 2025 and reimbursement for Quickbooks online subscription for month of January in the amount of \$338.74 with check #1168. Treasurer Lowery seconded. Motion passed.
6. Discussion and possible action regarding providing a debit card for use of monthly and annual bookkeeping subscriptions – Commissioner Porter made a motion to pursue a debit card for subscription expenses. President Clinch Seconded. Motion passed
7. Discussion and possible action regarding Faith Bridge Church's Request to use lot across the road – Commissioner Porter made a motion to allow Faith Bridge Church to use the lot. Treasurer Lowery seconded. Motion passed
8. Discussion and possible action regarding Douglass VFD Chief's Report including funding or equipment request – No requests
9. Discussion and possible action regarding Douglass VFD monthly reports – Month of December beginning balance \$6,659.62. Income: \$940.30. Disbursements/Expenses: \$1,890.83. Ending balance \$5,709.09
10. Discussion of items for consideration at the next meeting and set meeting date – Discussion of Renewal for worker's comp policy. Discussion of ONCOR easement. Next Meeting date February 10, 2025. Time 6:00p.m. Motion to set the agenda, date, time & items made by Commissioner Porter. Seconded by President Clinch. Motion passed
11. Adjourn – A motion to adjourn at 6:19 p.m. was made by Commissioner Porter; seconded by President Clinch. Motion passed.

  
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Commissioner

and

  
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Commissioner