



# SmithCounty

Emergency Services District 2

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SMITH COUNTY, TEXAS  
BY \_\_\_\_\_  
DEPUTY

## NOTICE OF A MEETING OF THE SMITH COUNTY EMERGENCY SERVICES DISTRICT NO. 2 BOARD OF COMMISSIONERS

Pursuant to Chapter 551 of the Texas Government Code, this notice is hereby given to advise that a meeting of the **Board of Commissioners of the Smith County Emergency Services District No. 2** will be held at **7:00 p.m.**, on **Monday, January 28, 2019**, at the **SCESD No. 2 District Office**, located at **14128 Hwy. 110 S., Whitehouse, TX 75791**. Matters to be discussed or action taken are listed as a part of this notice.

The subjects to be discussed and/or considered and/or upon which any formal action may be taken are as listed below. Items do not have to be taken in the order shown on this meeting notice.

### AGENDA

1. Call to order and certification of quorum;
2. Prayer and pledge of allegiance to the United States & Texas Flags;
3. Recognition of guests;
4. Public Comments;  
Any individual may sign the provided form and request permission to make comments to the Board concerning matters that are relevant to the business of the District. The time limit of each person's comments shall be three (3) minutes. The maximum time allowed for the "Public Comments" section of the Agenda will be thirty (30) minutes. The Board may not deliberate on items or matters not listed on the Agenda.
5. Consent Agenda:  
Receive, discuss, and take any necessary action relating to the following reports:
  - a. Approval of minutes: November 26, 2018 Regular Meeting;
  - b. Financial reports: November & December 2018;
6. Discuss, consider, and take any necessary action related to payment of accounts, bills, invoices, payroll, requests for reimbursement, requests for other payments, transfer of funds, and amendments;
  - a. Current bills/quotes/checks over \$2,000: Card Service Center - Dec 2018 \$15,206.07, Jan 2019 \$15,063.75 District Credit Card; O'Rourke Petroleum - \$2,098.15 Bulk Oil; FR Girls of Texas - \$2,202.55 District Uniforms; Hawley Disposal - \$4,367.96 Roll-off Container-Arp Property Clean-up; Texas Mutual \$3,409.00 Final Audit ESD2 W/C; Geo P Bane \$2,703.55 Excavator Rental - Arp Property Clean-up; Checks Over \$2,000.00 - Ck #17658 Eagle Fuel \$6,147.38, Ck #17678 Eagle Fuel \$3,009.70, Ck #17734 Eagle Fuel \$4,006.30, Ck #17671 CDW Government \$3,667.60, Ck #17679 FR Girls of Texas \$3,808.55, Ck #17699 Big M Auto \$2,775.70, Ck #17785 Mobile Communications \$4,599.29, Ck #17820 Eagle Fuel \$3,020.47, Ck #17833 CDW LLC \$2,243.15, Ck#17837 Eagle Fuel \$2,917.95, Ck#17830 Big M Auto \$6,278.44 and all disbursement checks over \$2,000 in this month's check register included in the financials.

- b. Contract payments made – no action necessary: Verizon \$2,609.99 Nov 2018, Dec 2018 \$2,725.43, Jan 2019 \$2,609.97 – District Wireless; Smith County Tax A/C \$77,274.00 Tax A/C Fees; Mobile Communications - Nov 2018 \$2,738.25, Dec 18 \$2,738.25 - District Paging Services; Smith County Appraisal Dist. \$20,354.25 Appraisal Fees; Reliant Energy Dec 2018 \$4,576.43, Jan 2019 \$5,425.02 - District Electric Bills; UnitedHealthcare Dec 2018 \$8,261.00, Jan 2019 \$9,214.73 – Employee Medical Insurance; Suddenlink Dec 2018 \$3,730.26, Jan 2019 \$3,711.57 - District Internet; Nextiva Dec 2018 \$2,307.26, Jan 2019 \$2,305.99 – District Phones & Fax; Mineola Fire Dept \$3,750.00 - 2<sup>nd</sup> Fiscal Qtrly Contract Payment; Van Fire Dept \$3,750.00 – 2<sup>nd</sup> Fiscal Qtrly Contract Payment; SCESD2 Payroll – 11/23/18 \$76,186.18, 12/07/18 \$83,955.11, 12/21/18 \$78,914.46, 01/04/19 \$80,963.88, 01/18/19 \$84,035.28;
7. Discuss, consider, and take any necessary action on Arp Fire Station Project, Preplans, & Preliminary budget amount of \$1,812,200;
  8. Discuss, consider, and take any necessary action on Flint – Gresham Fire Station Project Preplans, & Preliminary budget amount of \$1,865,500;
  9. Discuss, consider, and take any necessary action to begin the process of entering into an agreement with Flint Gresham Community Center Board to obtain the land to build the Flint Fire Station.
  10. Discuss, consider, and take any necessary action on the architectural & engineering cost for Flint Gresham & Arp Fire Stations in the amount of \$298,662;
  11. Discuss, consider, and take any necessary action on approving Harris – Craig Architect Firm to begin preparing the construction documents;
  12. Discuss, consider, and take any necessary action on using the construction “Manager at Risk” method for the construction of Flint Gresham & Arp Fire Stations;
  13. Discuss, consider, and take any necessary action to allow a construction manager to be chosen using criteria developed by the architects and SCESD2 staff;
  14. Discuss, consider, and take any necessary action on using Government Capital for securing financing for the 2 fire stations;
  15. Discuss, consider, and take any necessary action on Jeff Akin’s presentation of the TJC Fire Protection Technology Program;
  16. Discuss, consider, and take any necessary action on approval of proceeding with repair of Noonday Engine 1 with insurance deductible of \$5,000.00;
  17. Discuss, consider, and take any necessary action on revised district-wide operational SOG’s;
  18. Discuss, consider, and take and necessary action on paying the cost share for Chapel Hill’s TFS grant for rescue tools, total cost of tools is \$26,973.21. Grant allowance is \$20,000 with a cost share of \$6,973.21;
  19. Discuss, consider, and take any necessary action on the purchase of a 23’ heavy duty tilt trailer. Low bid \$6,325;
  20. Discuss, consider, and take any necessary action on loan pay-off for 3 fire engines at a cost of \$1,126,535.20;
  21. Discuss, consider, and take any necessary action on accepting bid for money market account;
  22. Discuss, consider, and take any necessary action on bid for Class B foam - 64 5 gal pails for \$5,760 with free shipping from Lone Star Emergency Group;

23. Discuss, consider, and take any necessary action on information for ESD2 to move to ResponseMaster 2.0 for records managements;
24. Discuss, consider, and take any necessary action on boat motor repair for Noonday not to exceed \$6,746;
25. Past accomplishments for ESD2; Presented by Commissioner Paul Perryman;
26. Discuss, consider, and take any necessary action on fire chiefs presenting and discussing issues with the board for future action;
27. Director of IT Report;
28. Chief of Operations Report;
29. Remarks by Presiding Officer and/or Board members (information, updates, etc.); items to be placed on future agendas; and future meeting dates, times, and/or locations;
30. Discuss, consider, and take any necessary action on the progress of staffing and Personnel issues with Noonday VFD;
31. **CLOSED SESSION**

The board will convene in closed session in accordance with the Texas Open Meetings Act, Texas Government Code, §§ 551.071 and 551.074. No action shall be taken while the board is in closed session. Any final action, final decision, or final vote shall be taken after the board reconvenes in open session;

  - a. Deliberation concerning the appointment, employment, evaluation, reassignment, duties and responsibilities of individual ESD officers/commissioners and employees – Govt. Code § 551.074;
  - b. Consult with attorney and receive legal advice concerning contemplated legal matter – Govt. Code § 551.071;
32. **RETURN TO OPEN SESSION**
  - a. If necessary; discuss, consider, and take any necessary action regarding the appointment, evaluation, reassignment, duties and responsibilities of individual ESD officers/commissioners and employees;
  - b. If necessary; discuss, consider, and take any necessary action regarding concerning contemplated legal matter – Govt. Code § 551.071;
33. Adjournment of meeting.

**CERTIFICATION**

I do hereby certify that the above Notice of a Meeting of the Smith County Emergency Services District #2 Board of Commissioners is a true and correct copy of said notice and was posted in accordance with the Texas Open Meetings Act at a location readily accessible to the general public at all times on the **25<sup>th</sup> day of January, 2019** and it will remain so posted continuously for at least 72 hours preceding the scheduled time of said meeting in accordance with Chapter 551 of the Texas Government Code.



Terry Rozell, Chief of Operations  
For the SCESD No. 2 Board of Commissioners

**Accessibility Statement:** Individuals with disabilities are entitled to have access to and participate in public meetings. An individual requiring accommodation for access to the meeting must notify the Smith County ESD No. 2, P.O. Box 780, Whitehouse, TX 75791, in writing 24 hours prior to the scheduled meeting of the necessity of accommodation. Upon receipt of this request, the District will furnish appropriate auxiliary aids and service when necessary to afford an individual with a disability an equal opportunity to participate in and enjoy the benefits of the board meeting that non-handicapped individuals enjoy.

**\* The District reserves the right to consider and take action on the above agenda items in any order. The Board reserves the right to enter into a closed meeting on any agenda item as allowed by law. A Citizens Comment Form must be filed with the Secretary at least 10 minutes prior to the beginning of the meeting for an individual to be allowed to speak during Citizen Comment. By completing the Citizen Comment Form, the individual understands and acknowledges that the public is not entitled to choose the items to be discussed or to speak about items on the agenda, but that this opportunity is provided as a privilege. The individual executing the Citizen Comment Form understands that he/she is provided a limited amount of time, and that he/she may not be allowed to continue to address the Board of Emergency Services Commissioners if the comments are rude, disparaging or defamatory to any individual or entity, or the comments become disruptive to the good order of the meeting. If at a meeting of a governmental body, a member of the public or of the governmental body inquires about a subject for which notice has not been given as required by the Texas Open Meetings Act, the notice provisions of the Texas Open Meetings Act do not apply to a statement of specific factual information given in response to the inquiry; a recitation of existing policy in response to the inquiry; or, any deliberation of or decision about the subject of the inquiry shall be limited to a proposal to place the subject on the agenda for a subsequent meeting.**