



# SmithCounty

## Emergency Services District 2

### 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, November 25, 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.

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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: October 28, 2019 Regular Meeting, November 14, 2019 Called Meeting;
  - b. Financial reports: October 2019;
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: Tower Specialist \$5,000.00, Tower Specialist \$4,415.00, Perkins Enterprise \$4,578.91, Carl Owens Truck & RV Collision Center \$2,053.28, Rush Truck Center \$2,029.60, Card Service Center \$20,983.17, Card Service Center \$2,941.97, Adams & Coker, PC \$2,502.90, Eagle Fuel & Oil LP \$2,266.55, Ck #18972 Arp VFD PPC \$3,440.00, Ck #18973 Bullard VFD PPC, Ck #Chapel Hill VFD PPC \$7,100.00, Ck #18975 Dixie VFD PPC \$3,650.00, Ck #18976 Flint Gresham VFD PPC \$5,272.47, Ck #18977 Jackson Heights VFD PPC \$2,460.00, Ck #18978 Noonday VFD PPC \$4,884.28, Ck #18981 Whitehouse VFD PPC \$2,780.00, Ck #18982 Winona VFD PPC \$6,630.00, Ck #19013 Eagle Fuel & Oil LP \$7,798.10, Ck #19028 Superior Fleet \$3,363.07, Ck #19042 Big M Auto Supply Limited \$2,921.64, Ck #19049 Price International \$4,801.53, Ck #19062 Sierra Packaging Inc \$2,611.31 Ck #19077 Eagle Fuel & Oil LP \$2,165.46, Ck #19096 Texas Mutual \$9,244.00;
  - b. Contract payments made – no action necessary: Reliant \$5,896.62 District Electric Bills, Mobile Communications \$2,738.25 District Paging Services, Verizon \$4,378.73 District Wireless

Account October 2019, Verizon \$4,329.91 District Wireless Account November 2019, Mineola FD \$3,750.00 1<sup>st</sup> Fiscal Quarter, Van FD \$3,750.00 1<sup>st</sup> Fiscal Quarter, SCESD2 Payroll – 10/11/2019 \$83,430.36, SCESD2 Payroll – 10/25/2019 \$82,981.28, SCESD2 Payroll – 11/08/2019 \$79,541.82, SCESD2 Payroll – 11/22/2019 \$84,287.72;

- c. New Construction bills/quotes/checks over \$2,000.00: Arp WRL Payment #1 \$37,096.12, Flint Gresham WRL Payment #1 \$96,774.83, CDW Government \$35,836.47, \$13,155.56, \$8,601.91, \$18,472.31, \$7,369.91, \$8,030.56, \$3,211.94, Ck #9902 Amazon \$2,888.67, Ck #9904 Communication Services of North Texas \$35,287.98, Ck #9906 Regal Machine Mfg. \$9,751.00, Ck #9907 Tower Specialists Inc \$2,265.00, Ck #9908 Wilson Amplifiers \$9,900.49;

7. Discuss, consider, and take any necessary action purchasing 30 pagers from Mobile Communications at a total cost of \$3,330.00;
8. Discuss, consider, and take any necessary action on a need for an HR Position for SCESD2;
9. Discuss, consider, and take any necessary action on strategic planning meeting for December 6 & 7 and providing meals for those days;
10. Discuss, consider, and take any necessary action on the purchase of 15 SCBA Masks for individuals needing sizes other than medium from MES at a total cost of \$4,355.00;
11. Discuss, consider, and take any necessary action on the quote for ManageEngine through ZOHO Corporation at a cost of \$7,791.00;
12. Discuss, consider, and take any necessary action of raising the retirement contribution from 4% to 5%;
13. Discuss, consider, and take any necessary action on SCESD2 Personnel;
14. Discuss, consider, and take any necessary action on fire chiefs presenting and discussing issues with the board for future action;
15. Director of IT Report;
16. Chief of Operations Report;
17. 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;
18. CLOSED SESSION

The board will convene in closed session in accordance with the Texas Open Meetings Act, Texas Government Code, §§ 551.071, §§ 551.072, 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. Deliberation regarding real property –Govt. Code § 551.072;
- c. Consult with attorney and receive legal advice concerning contemplated legal matter or a settlement offer– Govt. Code § 551.071;

19. RETURN TO OPEN SESSION

20. 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 **22nd day of November, 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.

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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.**