

SMITH COUNTY EMERGENCY SERVICES DISTRICT TWO

7:00 P.M. * Thursday * December 19, 2019
14128 SH 110 South * Whitehouse, Texas 75791

1. CALL TO ORDER

President Randy Melton called the Smith County ESD #2 meeting to order at 7:00 p.m. Roll was called; three commissioners were present: Randy Melton, Charles Wilson, and Paul Perryman, with Leroy Biggers, and Earl Drott absent. He certified that a quorum was present.

2. PRAYER AND PLEDGE

Paul Perryman led the meeting in prayer and President Melton led the Pledge of Allegiance to the United States and Texas flags.

3. RECOGNITION OF GUESTS

President Melton welcomed all guests to the meeting.

4. PUBLIC COMMENTS

No one signed up for public comments.

5. CONSENT AGENDA

Charles Wilson made the motion to approve the (b) November 2019 financial reports; 2nd by Paul Perryman; motion carried 3-0; (a) the minutes of the November 25, 2019 regular meeting were not ready and will be approved at the January 16, 2020 meeting.

6. PAYMENTS AND REIMBURSEMENTS

Paul Perryman made a motion to approve payment of bills: (a.) Current bills/quotes/checks over \$2,000 and all disbursement checks over \$2,000 in this month's check register included in the financials; 2nd by Charles Wilson; motion carried 3-0.

- a. Current bills/quotes/checks over \$2,000: Card Service Center \$12,977.79 November 2019 & \$10,714.04 December 2019 District Credit Card; Eagle Fuel & Oil LP \$2,022.50 Red Springs Fuel; MES \$2,613.75 SCBA Flow Testing; O'Rourke Petroleum \$7,088.30 Maint Shop Bulk Oil; Metro Fire \$2,117.00 Holmatro Tool Testing Supplies; Siddons-Martin \$2,589.27 Jackson Heights B-1 Parts; MHC Kenworth \$2,259.51 Flint-Gresham T-1 Parts; Southern Tire Mart \$2,208.20 Winona E-3 Tires; Tyler Ford \$2,005.66 Whitehouse B-1 Repairs; Ck #19140 Eagle Fuel & Oil \$6,290.49 District Fuel; Ck #19165 Southern Utilities \$7,142.86 F/G New Construction Capacity Fee – No copy made;
- b. Contract payments made – no action necessary: Reliant \$4,534.34 District Electric Bills, Mobile Communications \$2,738.25 District Paging Services, Smith County Appraisal District \$20,636.00 Appraisal District Fees; Smith County Tax Assessor-Collector \$83,319.00 Tax A/C Fees; Suddenlink – Fiber Account \$10,198.23 – 3 ½ month Fiber Bill, \$2,501.00 December Fiber; UTHealth East Texas \$101,200.68 Annual Tower Lease & Maintenance; SCESD2 Payroll – 12/06/2019 \$82,838.29;
- c. New Construction bills/quotes/checks over \$2,000.00: Arp WRL Payment #2 Ck #9917 \$48,542.05, Flint Gresham WRL Payment #2 Ck #9918 \$27,260.49; Ck #9915 Amazon \$2,888.67; Ck #9916 B & H Photo-Video-Pro Audio \$11,533.88; Bank Transfer Construction to Operating \$2,535.88 reimburse credit card purchases for New Construction; Markertek \$2,381.50;

7. RADIO & PAGER POLICY

IT Director Larry Locke presented a draft Radio & Pager Policy to the board to study for the January 2020 meeting. Charles Wilson made the motion to table the policy, 2nd by Paul Perryman: motion carried 3-0

8. AIR BAG SYSTEM FOR TROUP

Chief Rozell stated Troup VFD was in need of an air bag system, as they do not currently have any air bags to use for rescue. Chief Mager was able to confirm that recently there has been a need several times for air bags in Troup. Charles Wilson made the motion to purchase an air bag system from Metro Fire for \$6,885.00, 2nd by Paul Perryman: motion carried 3-0.

9. STRATEGIC PLANNING SESSION

On December 6 & 7 Smith County ESD 2 conducted a Strategic planning workshop coordinated by ESCI. Paul Perryman and Charles Wilson attended the workshop, as well as representatives from all Smith County ESD 2 VFD's and ESD 2 Administration. ESCI will take all the information and topics covered and generate a long term Strategic and Master Plan for SCESD 2. Representatives from the meeting shared with the board the topics discussed at the workshop. Upon completion of the plan, ESCI will present at a future board meeting. No action necessary.

10. BUDGET AMENDMENT

Chief Rozell stated that SCESD 2 had received the grant funds from the Texas Forest Service for Jackson Heights Engine 1. He stated that the board needed to pass a budget amendment transferring funds to 53000 Capital Purchases from 46440 State Grant Funds for the current budget year. Amount to transfer is \$218,000. Charles Wilson made the motion, 2nd by Paul Perryman: motion carried 3-0.

11. RENEWAL OF TAX ABATEMENT FOR JOHN SOULES FOODS

Tyler EDC requested a renewal of a Tax Abatement for John Soules Foods. Discussion was had about the previous Abatement, and that Smith County had renewed the Abatement. Charles Wilson made the motion to renew the John Soules Food Tax Abatement, 2nd by Paul Perryman: motion carried 3-0.

12. NEW FIRE ENGINES

Chief Rozell stated that there is a need to replace Bullard Engine 1, Bullard Engine 2, and Noonday Engine 2. Bullard has received a grant to replace Bullard Engine 2, and Noonday has received a grant to replace Noonday Engine 2. The replacement of Bullard Engine 1 was budgeted for the current budget year. Chief Rozell also stated that in January 2020 there would be a price increase for the cost of the apparatus, and that by buying all three together SCESD 2 would receive further discounts. Charles Wilson made the motion, 2nd by Paul Perryman to purchase 3 engines from Siddons/Martin using HGAC: motion carried 3-0.

13. FINANCING FROM GOVERNMENT CAPITAL FOR NEW FIRE ENGINES

Chief Rozell requested approval for a short-term loan for approx. \$850,000 through Government Capital to finance the three new fire engines. He stated that by doing so SCESD 2 would receive a \$36,000 prepayment discount along with the 2019 price for the three engines. Paul Perryman made the motion, 2nd by Charles Wilson: motion carried 3-0.

14. ARP & FLINT-GRESHAM FIRE STATION EXPENDITURES

Chief Rozell stated that an extra generator was needed for the Bullard Tower. The tower will provide IT infrastructure to three fire stations. Chief Rozell also stated that issues at the New Arp Fire Station included a buried tank on the property that needed removal. 5B Enterprises removed the tank provided soil testing. Furthermore, the hole created by the tank would need gravel and extra

fill dirt to bring back to grade level. The total amount for the tank remediation was \$33,282. Chief Rozell stated that in the financing for the fire stations there was \$51,000 in contingency funds that would cover the cost of the tank remediation. Paul Perryman made motion to pay the \$33,282, 2nd by Charles Wilson: motion carried 3-0.

15. ACTION ON 2020 HOLIDAY CALENDAR FOR SCESD 2

President Melton stated that the holiday calendar for 2020 needed to be approved. A proposal of keeping the holiday calendar the same from 2019 was presented. Charles Wilson made the motion to approve the 2020 Holiday Calendar for SCESD2, 2nd by Paul Perryman: motion carried 3-0

16. PERSONNEL & EMPLOYMENT WITHIN SCESD 2

Chief Rozell presented a proposal from ESCI for the process of hiring an HR position. The proposal was given to the board for review and discussion at a future board meeting. Chief Rozell also stated that in the coming months SCESD 2 would need to review its pay structure to be competitive with surrounding fire departments. He requested that the board put together a committee to begin the process of reviewing pay structures and begin the creating of an HR position. A committee was put together consisting of Randy Melton, Paul Perryman, Tim Stone, Mel Harper, Terry Rozell, and JD Smith. The committee will meet and bring back information to the board for approval at a future board meeting. Charles Wilson made a motion approving the committee, 2nd by Paul Perryman: motion carried 3-0.

17. FIRE CHIEFS PRESENTING AND DISCUSSING ISSUES

President Melton opened the floor to the Chief's for discussion of issues. Chief Walker from Bullard stated his department was excited about the new engines, and thanked the board for their support. Chief Peterson from Chapel Hill stated that everything in his department was good. Chief Stone from Flint-Gresham stated that he was excited to see they were pouring footings on the station and that Hunter Rath had ran 409 calls for the year. Chief Harper from Noonday stated his department was excited about their new engine, and that they had recently hosted their annual Christmas party. Chief Mager from Troup stated that everything in Troup was going good. Chief Britton from Whitehouse stated that everything in Whitehouse was going good. Chief Jones from Winona stated that his department had received a fire equipment grant and was beginning the process of looking at new rescue tools. He also stated that Winona area is growing, with the approval of a new subdivision in the city.

18. DIRECTOR OF IT REPORT

Larry Locke stated that he and Robert Coda had resolved 103 trouble tickets; the Quantifit Tester had returned from repair and was working. He also stated that Air Fiber, and new station projects were ongoing.

19. CHIEF OF OPERATIONS REPORT

Chief Rozell stated that approx. 180 people had not completed their required IT training. The State Government mandates this training. He asked the Fire Chief's to ensure their personnel completed the training.

20. REMARKS BY PRESIDING OFFICE AND/ OR BOARD MEMBERS

President Melton opened discussion to the board about changing the January 2020 meeting. Discussion was had with Paul Perryman, Charles Wilson, and President Melton about having the meeting on Thursday, January 16, 2020 at 7 p.m.

21. CLOSED SESSION

The board convened in a closed session at 8:04 p.m.

22. RETURN TO OPEN SESSION

The board returned to open session at 8:40 p.m. No action taken.

23. ADJOURNMENT OF MEETING

President Melton stated the next board meeting is at Smith County ESD #2, 14128 SH 110 South, Whitehouse, TX 75791; Thursday, January 16, 2020 at 7:00 p.m.; he declared the meeting adjourned at 8:40 p.m.

Respectfully submitted by: _____

Paul Perryman, Secretary/Treasurer