

## SMITH COUNTY EMERGENCY SERVICES DISTRICT TWO

7:00 P.M. \* Monday \* February 24, 2020  
14128 SH 110 South \* Whitehouse, Texas 75791

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### 1. CALL TO ORDER

President Randy Melton called the Smith County ESD #2 meeting to order at 7:05 p.m. Roll was called; three commissioners were present: Randy Melton, Charles Wilson, and Leroy Biggers, with Paul Perryman, and Earl Drott absent. He certified that a quorum was present.

### 2. PRAYER AND PLEDGE

President Melton 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

Tim Thompson signed up for public comment. He wanted to address the board and the recent IT Training. He advised that he was not able to get into the fire station. He stated that he had completed his IT Training, but was still unable to do so. He felt that this constituted a problem, he wanted the board to be aware of.

### 5. CONSENT AGENDA

Charles Wilson made the motion to approve (a) the minutes of the November 25, 2019 regular meeting, the January 16, 2020 regular meeting as written, (b) financial reports December 2019; January 2020; 2<sup>nd</sup> by Leroy Biggers: Motion carried 4-0.

### 6. PAYMENTS AND REIMBURSEMENTS

Charles Wilson 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; 2<sup>nd</sup> by Paul Perryman; motion carried 4-0.

- a. Current bills/quotes/checks over \$2,000: Card Service Center \$17,427.34 02-06-2020 District Credit Card; W.S. Darley & Co. \$4,500.57 Flint-Gresham T-1 Parts; Perkins Enterprises \$4,082.76 District Air Analysis; Adams & Coker \$3,240.00 District Legal Fees; Mobile Communications \$3,330.00 30 pagers @ \$111.00 each; Ck #19335 \$2,305.56 Southern Tire Mart – District Account; Ck #19358 \$3,50.80, Ck# 19346 \$2,995.27, & Ck#19453 \$2,922.59 Eagle Fuel & Oil - District Fuel; Ck#19441 \$4,205.25 ABC Auto – District Account;
- b. Contract payments made – no action necessary: United Healthcare \$11,598.58 March 2020 Employee Medical Insurance; Suddenlink \$2,501.00 District Fiber Account; Mobile Communications \$2,738.25 District Paging Services; Verizon \$2,949.78 District Wireless Jan 2020; Reliant \$5,152.17 District Electric Bills; Smith County Sheriff's Office \$107,649.68 District Dispatching Contract; \$2,400 to each VFD for 2<sup>nd</sup> Fiscal Quarter for Bookkeeping & Chief's Stipend; Arp PPC \$3,490.00; Bullard PPC \$5,300.00; Chapel Hill PPC \$7,640.00; Dixie PPC \$5,030.00; Flint-Gresham PPC \$5,040.00; Jackson Heights PPC 42,970.00; Noonday PPC \$2,960.00; Red Springs PPC \$1,900.00; Troup PPC \$2,120.00; Whitehouse PPC \$4,130.00; Winona \$8,480.00;
- c. New Construction bills/quotes/checks over \$2,000.00: Elliott Electric Ck #9921 \$7,660.63;

### 7. RADIO AND PAGER POLICY

SCESD 2 IT proposed a radio and pager policy. The policy was presented in a previous board meeting with the request that the board review the policy. Leroy Biggers made the motion to table the policy at this time, 2<sup>nd</sup> by Paul Perryman: Motion carried 4-0.

#### **8. ENGAGEMENT LETTER FROM GOLLOB MORGAN & PEDDY**

The board was presented with an engagement letter from Gollob Morgan & Peddy to continue financial services for SCESD 2. Leroy Biggers made the motion to continue using Gollob Morgan & Peddy for financial services; 2<sup>nd</sup> by Charles Wilson: motion carries 4-0.

#### **9. COMMISSIONER EARL DROTT'S RESIGNATION**

President Melton presented a resignation letter from Commissioner Earl Drott. He stated that Commissioner Drott enjoyed his time on the board, but felt that he would not be able to continue serving. Charles Wilson made the motion to accept the resignation, and to post the opening on the SCESD 2 website; 2<sup>nd</sup> by Paul Perryman; Motion carried 4-0

#### **10. STRATEIC PLAN COMPLETED BY ESCI**

Chief Rozell presented the final document of the Strategic Plan completed by ESCI. He stated the plan mirrored all of the documentation compiled by the members of the planning meeting in December. He also stated that the board would need to adopt the plan in order to move forward. Charles Wilson made the motion to adopt the strategic plan; 2<sup>nd</sup> by Leroy Biggers: Motion carried 4-0.

#### **11. PURCHASE OF A SCISSOR LIFT FROM UNITED RENTALS**

Chief Rozell presented a proposal for purchase of a scissor lift from United Rentals for \$6793.52. He stated that it would be used to complete the IT portion of both new fire stations. He also stated that at various time throughout the year SCESD 2 requires a scissor lift for different projects. Paul Perry made the motion to purchase the scissor lift from United Rentals for \$6793.52; 2<sup>nd</sup> by Leroy Biggers: motion carried 4-0

#### **12. PURCHASE OF A TILT TRAILER FROM UNITED RENTALS**

President Melton Chief Rozell presented a proposal for purchase of a tilt trailer from United Rentals for \$2,423.23. He stated that this trailer would be for the scissor lift. Paul Perryman made the motion to purchase the tilt trailer from United Rentals for \$2423.23; 2<sup>nd</sup> Leroy Biggers: Motion carried 4-0.

#### **13. PURCHASE OF A FORD F-450 CHASSIS**

Chief Rozell presented a proposal to purchase a Ford F-450 chassis to replace Whitehouse Brush 1 from HGAC for \$37,475.00. He stated that Whitehouse Brush 1 was in need of replacement after having mechanical issues. Charles Wilson made the motion to purchase the Ford F-450 from HGAC for \$37,475.00; 2<sup>nd</sup> by Leroy Biggers: Motion carries 4-0.

#### **14. MOU AND AUTOMATIC AID AGREEMENT WITH CHANDLER VFD**

Chief Rozell presented an Automatic Aid Agreement with Chandler VFD. He stated that this would allow SCESD 2 and Chandler to respond automatically to structure fires in either district. Charles Wilson made the motion to adopt the Automatic Aid agreement with Chandler VFD; 2<sup>nd</sup> by Leroy Biggers: Motion Carries 4-0.

#### **15. RESOLUTION FOR HOMELAND SECURITY GRANT**

Chief Rozell stated that SCESD 2 was planning to write a Homeland Security Grant for Radios for incident management. These radios would be placed at the New Flint Fire Station. He stated that as part of the grant the board would have to adopt a resolution approving filing for the grant. He

asked the board to authorize President Melton to sign the resolution. Leroy Biggers made the motion authorizing President Melton to sign the resolution; 2<sup>nd</sup> by Paul Perryman: Motion carries 4-0.

#### **16. OPENING BANK ACCOUNT FOR SALES TAX**

President Melton stated that SCESD 2 needed a separate account for the Sales Tax funds to be deposited into. It was asked that the board approve opening a new account at VERA Bank for this purpose. Paul Perry made the motion to open a new checking account at VERA Bank for Sales Tax; 2<sup>nd</sup> by Leroy Biggers: Motion carries 4-0.

#### **17. PURCHASE OF BARRACUDA BACKUP**

IT Director Larry Locke presented a proposal to purchase a Barracuda Backup from comware for \$44,727.65. He stated that this was needed due to running out of space on the current backup appliance. Paul Perryman made the motion to purchase the Barracuda Backup from comware for \$44,727.65; 2<sup>nd</sup> by Leroy Biggers: motion carries 4-0

#### **18. FUTURE RADIO UPGRADES**

Chief Rozell stated that he was in talks with Smith County, City of Tyler, and Motorola about the future of the radio system, and the need to upgrade radios. He stated that there was no action needed as this was just an update.

#### **19. NEW FIRE STATION UPDATES**

President Melton stated that work continues on the new stations and that there was no action needed at this time.

#### **20. FIRE CHIEF PRESENTING AND DISCUSSING ISSUES**

President Melton opened the floor for the Fire Chief's to present any issues their department is having. Chief Arnold stated that Arp is looking for solutions to be more visible at night. They also are out of handheld radios and he would get with Chief Rozell. Bullard stated they were good. Chief Peterson stated that they were working on some small issues, and that their chili supper went well. Dixie stated everything is good. Flint Gresham stated everything is good. Jackson Heights stated things are good. Red Springs stated things were good. Troup stated they are working with Chief Smith for more Stop Signs. Whitehouse stated things were good, and they were glad to see their truck issue fixed. Winona stated things were good in Winona.

#### **21. PERSONNEL AND EMPLOYMENT FOR SCESD2**

President Melton stated there was nothing to report, and no action taken.

#### **22. DIRECTOR OF IT REPORT**

IT Director Larry Locke stated they currently had no handheld radios on hand. He stated that IT had completed 50 tickets, long range wifi on the mobile tower was installed, Noonday and Winona towers were complete, and they had programed 4 radios.

#### **23. CLOSED SESSION**

The board convened in closed session at 08:09pm

#### **24. RETURN TO OPEN SESSION**

The board returned to open session at 08:33pm. President Melton stated there was no action taken.

#### **25. ADJOURNMENT OF MEETING**

President Melton stated the next board meeting will be at Smith County ESD #2, 14128 SH 110 South, Whitehouse, TX 75791; Monday, March 27, 2020 at 7:00 p.m.; he declared the meeting adjourned at 8:33 p.m.

Respectfully submitted by: \_\_\_\_\_  
Paul Perryman, Secretary/Treasurer