

SMITH COUNTY EMERGENCY SERVICES DISTRICT TWO

7:00 P.M. * Monday * August 24, 2020

11029 CR 140 * Flint, Texas 75762

1. CALL TO ORDER

President Randy Melton called the Smith County ESD #2 meeting to order at 7:04 p.m. Roll was called; five commissioners were present: Randy Melton, Charles Wilson, Leroy Biggers, Matthew McKeethan, and Paul Perryman. He certified that a quorum was present.

2. PRAYER AND PLEDGE

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

3. RECOGNITION OF GUESTS

President Melton welcomed all guests.

4. PUBLIC COMMENTS

Keith Tate signed up for public comments. He was disappointed with the events of the previous meeting. He stated that Human Resources should not have read the confidential email aloud. He also stated that he was appalled by the treatment he has received from staff of ESD since that meeting. He asked the board what they were going to do for the volunteers in the future. He requested a list of things that Chief Rozell had done for the volunteers. During Tate's public comment the time limit of 3 minutes ran out. Matthew Mckeethan made a motion to suspend the rules on time limits; 2nd by Leroy Biggers. After discussion about whether it was allowed a vote was had and the motion carried 5-0.

Chief Andy Parker from Longview FD presented SCESD 2 Training Chief Cory Clanton a retirement gift from Longview FD. He stated that it was a pleasure to have worked with Chief Clanton for so many years, and that SCESD 2 was fortunate to have him on board.

5. CONSENT AGENDA

Matthew McKeethan made the motion to approve with correction of adding the grace period to volunteer staff that was decided of August 15th. (a) the minutes of the July 27, 2020 regular meeting.(b) financial reports July 2020; 2nd by Leroy Biggers Motion carried 5-0.

6. PAYMENTS AND REIMBURSEMENTS

Charles Wilson made a motion to approve payment of bills with the notation that the KnowB4 of \$8,662.50 was meant to be an agenda item. It will need to be added to the next agenda. : (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 Paul Perryman; motion carried 5-0.

- a. Current bills/quotes/checks over \$2,000: Card Service Center \$8,828.31 – District Credit Cards; Keiser \$2,895.39 – Dixie Grant; Amazon Business \$3,855.92 – Dixie Training Grant; Motorola Solutions \$14,902.44 – New Truck Radios; Preferred On-Site Fleet Services of Texas \$14,696.81; KnowBe4 \$8,662.50 – IT Security Training; FR Girls \$3440 – District Shirts; Preferred On-Site Fleet Services of Texas \$5,184.72; Adams & Coker \$2,193.80; Mobile Communications \$21,010.25 – New Radio Equipment
- b. Contract payments made – no action necessary: Bullard VFD \$2400 – Q4 Chiefs Stipend & Bookkeeping; Reliant \$5,389.83 – July Electricity; Reliant \$5,536.80 – August Electricity; Mobile Communication \$2,738.25 - District Paging Services Mobile Communications \$2,738.25; Smith County Appraisal District \$20,636; Van Fire Dept. \$3,750; Mineola Fire Dept. \$3,750; Bullard

VFD \$4,110 Pay Per Call; Chapel Hill VFD \$9,280 Pay Per Call; Dixie VFD \$3,380 Pay Per Call; Flint/Gresham \$3,850 Pay Per Call; Jackson Heights VFD \$2,760 Pay Per Call; Whitehouse VFD \$3,170 Pay Per Call; Winona VFD \$5,420 Pay Per Call; Whitehouse VFD \$2,400 Chief's Stipend & Bookkeeping; Troup \$2,400 Chief's Stipend & Bookkeeping; Red Springs \$2,400 Chief's Stipend & Bookkeeping; Noonday \$2,400 Chief's Stipend & Bookkeeping; Jackson Heights \$2,400 Chief's Stipend & Bookkeeping; Flint/ Gresham \$2,400 Chief's Stipend & Bookkeeping; Dixie VFD \$2,400 Chief's Stipend & Bookkeeping; Chapel Hill VFD \$2,400 Chief's Stipend & Bookkeeping; Arp VFD \$2,400 Chiefs Stipend & Bookkeeping; Winona VFD \$2400 Chief's Stipend & Bookkeeping; Verizon \$2,957.65 District Wireless Acct; Suddenlink Business \$2,501 District Fiber Account

- c. New Construction bills/quotes/checks over \$2,000.00: Mobile Communications \$5117 – New Flint Parts; Mobile Communication \$4995 – New Arp Tower Parts; WRL \$99,873.53 – Flint Payment #10; WRL \$284,171.73 – Arp Payment #10; Kirby Restaurant Supply \$2509 – New Flint cook stove; Harris & Craig \$12,254.26 – Arp/Flint Architectural/ Engineering Services;

7. SQUYRES, JOHNSON, SQUYRES AUDIT REPORT Y/E SEPTEMBER 30, 2019

Aaron Carver from Squyres, Johnson, Squyres presented the audit report for Y/E September 30, 2019. Paul Perryman made the motion to approve the audit report; 2nd by Leroy Biggers. Motion Carried 5-0

8. PROPOSED PROPERTY TAX OF \$0.07

Chief Rozell explained that Senate Bill 2 has changed the hearings on Tax Rates and Budgets. SCESD2 is in the middle of trying to comply. He also stated that the board has to vote to approve considering a property tax rate of \$0.07. He stated that it would decrease the current budget by approximately \$750,000.00. Paul Perryman made the motion to consider the property tax rate of \$0.07; 2nd by Matthew Mckeethan. Motion carried 5-0.

9. MODULAR BUILDING FOR TEMPORARY ADMINISTRATION BUILDING

Chief Rozell presented research the administration had completed on modular buildings to be used for an administration building. The plan included putting the building at the New Flint Gresham Station 1. He stated there was cost analysis of lease vs purchase. Chief Rozell stated that he had been looking for another option, but even with realtor help there was nothing feasible to lease or buy. Discussion was had with Paul Perryman, Matt Mckeethan, and Leroy Biggers of lease vs purchase. The discussion also included the possibility of selling Flint Gresham Station 2 and dedicating the funds to a new administration. Matthew Mckeethan made the motion to conduct further research on purchase of a modular building; 2nd by Charles Wilson. Motion carried 5-0.

10. RENOVATIONS OF DIXIE STATION 1, WINONA STATION 2, AND JACKSON HEIGHTS STATION 2

Chief Rozell presented information regarding renovating Dixie Station 1, Winona Station 2, and Jackson Heights Station 2. He stated that these stations would need the addition of living quarters in order to support 24 hour staffing of firefighters. Chief Rozell stated that after going through the process of a construction manager at risk for the new fire stations it was in the best interest of the district to do the same for the renovations.

Matthew Mckeethan made a motion to begin the process of drawing and finding a construction manager at risk. During discussion it was determined that the motion needed to be two separate motions. Matthew Mckeethan withdrew this motion.

Paul Perryman made the motion to move forward with renovations for Dixie Station 1, Winona Station 2, and Jackson Heights Station 2; 2nd by Leroy Biggers. Motion carried 5-0.

Motion 2

Paul Perryman made the motion to use Harris Craig Architects to begin the process of drawings and put out for RFQ for a construction manager at risk; 2nd by Matthew Mckeethan. Motion carried 5-0

11. SHOP PERSONNEL SALARY ADJUSTEMENTS

Chief Rozell asked the board for feedback on their thoughts on the Shop Salary Adjustments. Paul Perryman made the motion to table this item until a salary survey could be conducted; 2nd by Leroy Biggers. Motion carried 5-0

12. RENTAL OF BUNKER GEAR FROM LION TOTAL CARE

Chief Smith presented a proposal to use Lion Total Care to rent structural gear as needed when new gear is on order. Chief Smith stated Lion Total Care will reduce the rental rate if you have new gear on order with them. He stated it can take up to 6 months for a new set to arrive once ordered. He also stated that this would allow firefighters who need gear, but are waiting for new gear to experience no down time. Matthew Mckeethan made the motion to approve using Lion Total Care to rent gear when needed; 2nd by Leroy Biggers. Motion carried 5-0.

13. RADIO SERVICE AGREEMENT FROM UT HEALTH

Chief Rozell stated there has not been an update on this item yet. He stated the board should table this for now. Matthew Mckeethan made the motion to table the item; 2nd by Paul Perryman. Motion carried 5-0.

14. LOAN PAYMENT FOR FLINT/ARP FIRE STATIONS

Chief Rozell presented the bill for the first loan payment on the Flint/Arp fire station loans in the amount of \$510,553.84. Paul Perryman made the motion to approve the payment; 2nd by Charles Wilson. Motion carried 5-0.

15. FIRE CHIEF PRESENTING AND DISCUSSING ISSUES

Arp stated things were good. Bullard stated things were good. Chapel Hill requested the policy on incident command. Dixie was not present. Flint Gresham had nothing to report. Jackson had nothing to report. Noonday stated things were good. Red Springs nothing to report. Troup nothing to report. Whitehouse everything is good.

16. TRAINING DIVISION REPORT

Chief Clanton stated that the training division had conducted the following activities:

Daily weather report.

Volunteers in Chapel Hill were attending wildland training with Captain Van Winkle during the meeting.

Training division had met with training coordinators.

Paid Staff had completed rig to door training, station crews were going through performance measures.

The hiring process had 102 applicants at the time of cut off.

150 hours of in person training had been conducted.

17. DIRECTOR OF IT REPORT

IT Director Larry Locke stated that there were 61 tickets resolved. They were still working on the new stations. He also stated there was a server room A/C failure that was resolved.

18. CHIEF OF OPERATIONS REPORT

Chief Rozell stated that he needed assistance from the Chief's on stipend pay and defining what is an active volunteer.

19. REMARKS BY PRESIDING OFFICE AND/ OR BOARD MEMBERS

Matt Mckeethan asked if an attorney needed to be present at our meetings. He also wants EMS contract information on the next agenda. Paul Perryman asked to see if there was a better time of the month to meet. President Melton thanked everyone for the attendance.

20. CLOSED SESSION

The board did not go into closed session

21. RETURN TO OPEN SESSION

22. ADJOURNMENT OF MEETING

President Melton stated the next board meeting will be at Flint Gresham Station 1, 11029 CR 140, Flint, TX 75762; Monday, September 28, 2020 at 7:00 p.m.; he declared the meeting adjourned at 8:51 p.m.

Respectfully submitted by: _____

Paul Perryman, Secretary/Treasurer