

SMITH COUNTY EMERGENCY SERVICES DISTRICT TWO

7:00 P.M. * Monday * November 2, 2020

201 S Main *Arp, Texas 75750

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

Randy Melton 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

Craig Licciardi signed up for public comments. He stated for item number 5 the minutes were not available. He also stated that a public information request from three weeks ago had not been fulfilled. He stated that on Item number 6 regarding Nafeco. There has been several expenditures with this company. He stated he would like to know what gear entails. He stated that there are also several expenditures with FR Girls. He would like to know that clothing entails. He stated if the check register was posted it would assist in these questions. He stated that item number 16 had a typo on the agenda, or at least it appeared that way. He stated the board would be breaking their word if they were to transfer money from sales tax to general fund. He stated for Item number 25 that ESD 2 needed to reverse course from the last meeting. He stated due to their action, the public has lost trust. He further stated that there are reasons that 8 out of 11 volunteer Fire Chief's endorsed a candidate in the election.

Dennis Ford signed up for public comments. He stated he was representing the City of Arp. He stated that many years ago the City passed a bond election to build the old Arp Fire Station No. 1. He further stated that the City of Arp would like consideration regarding the sale of the building.

Nathaniel Moran signed up for public comments. He began first by thanking the Board of Commissioners for their service. He stated as Smith County Judge he wanted to make clear the position of Smith County. He requested that the board terminate the RFQ process for EMS immediately. He stated that Smith County has a contract for EMS that is practical and legal. He invited ESD Board members to talk one on one. He urged the Board to not look for areas of conflict. He stated that Smith County and the City of Tyler have a joint contract for EMS. He asked the Board not to try and disturb the contract, otherwise Smith County and the City of Tyler would be put into position to defend the contract. He stated the regardless of ESD 2 actions, the Smith County Commissioners would have to approve any new ambulance provider in Smith County as required by law. He stated again that Smith County and the City of Tyler would go to great resolve to defend the contract in place. He urged the ESD 2 Board of Commissioners to terminate the RFQ process.

Commissioner Mckeethan: Asked about the August 2007 Commissioners Court minutes.

Judge Moran: Responded that Smith County has entered into a new contract with EMS since then. He further stated that since 2007 there have been changes that nullify the directive of those minutes.

5. CONSENT AGENDA

Leroy Biggers made the motion to approve (a) the minutes of the September 28, 2020 regular meeting; October 22, 2020 called meeting as written. (b) financial reports September 2020; 2nd by Paul Perryman; Motion carried 5-0.

6. PAYMENTS AND REIMBURSEMENTS

- a. Charles Wilson made motion to approve current bills/quotes/checks over \$2,000: Perkins Enterprises \$3915.82 – District Air Analysis; Rush Truck Centers \$2218.62 – Noonday E-1; O'Rourke \$2904.55 – Bulk oil; Wildfire Truck & Equip \$26100.92 – RS Grant/Cost Share; Ramey Flock \$3282 – Legal Fees; NAFECO \$4967.45 – District Gear; Line-X \$4356 – 5Ton Bed Liner; ESDI Fields \$3850 – New Hire Exams; FR Girls \$25000 – Uniforms PMT #1; Siddon-Martins \$2394.73 – Maint Shop Stock; NAFECO \$53040 – District Bunker Gear; and all disbursement checks over \$2,000 in this month's check register; **2nd By Leroy Biggers; Motion Carried 5-0**
- b. Contract payments made – no action necessary: Verizon - Nextiva \$2068.66 – District Phones & Fax; FR Girls \$4935 – District Uniforms; Mobile Communications \$2735.25 – District Paging Services; TCFP \$3000 – TCFP Renewals; Reliant \$7843.72 – District Electric Bill; The Hartford \$4191.12 – Employee Life Insurance; Suddenlink \$2501 – District Fiber Account; Nextiva \$2469.88 – District Phones & Fax; Mobile Communications \$2738.25 – District Paging Services; Verizon \$4511.46 – District Wireless Account
- c. New Construction bills/quotes/checks over \$2,000.00 no action necessary: Mobile Communications \$4202.05 – New Arp; WRL \$70292.34 – New Arp pmt #12; WRL \$17692.92 – New Flint pmt #12; Mobile Communications \$5348.20 – New Arp Radios;

7. RADIO CONTRACT WITH UT HEALTH

Chief Rozell presented the updated radio contract with UT Health. He stated that Smith County and the City of Tyler had already adopted the contract. **Leroy Biggers made the motion to adopt the radio contract with UT Health; 2nd by Matthew Mckeethan; motion carried 5-0.**

8. LEASE/PURCHASE OF 800MHZ RADIOS FROM MOTOROLA

Chief Rozell presented a proposal from Motorola to lease/purchase 275 Motorola 800 Mhz handheld radios. He stated that the current radios are at end of life, and parts are becoming scarce. He further stated that there are radio failures often, and that repair is not always an option. The presented option is for a joint purchase with Smith County and the City of Tyler. There are several options however by using the group purchase ESD 2 would save \$119,263.00. He stated that with the lease purchase the first payment would not be due until next budget year. Colin Whitsel from Motorola was available to answer questions.

Leroy Biggers: Would the City of Tyler and Smith County have to agree to the same lease terms?

Colin Whitsel: The financing options are individual.

Matthew Mckeethan: What is the life span of these radios?

Colin Whitsel: Approximately 7-10 years. Most entities begin replacement in 7 years.

Terry Rozell: These radios are rugged and designed for firefighters. We have tried other radios, and have issues with them being on our system.

Charles Wilson: Would this option furnish paid and volunteers?

Terry Rozell: Currently we have 251 radios issued, we are asking for 275, so yes this would be for both.

Matthew Mckeethan: What is the warranty?

Colin Whitsel: Warranty is 3 years.

Leroy Biggers: What would be Motorola's period for cancelling these radios?

Colin Whitsel: Users would get at least 5 years notice. Right now, we are not even in the discussion phase of that.

Paul Perryman made the motion to lease/purchase the radios from Motorola at a cost of \$1,073,367.00 using the 5-year term; 2nd by Charles Wilson; motion carried 5-0.

9. PURCHASE OF VHF HANDHELD RADIOS FOR BULLARD VFD

Chief Rozell presented a proposal to purchase VHF radios from mobile communications for Bullard VFD. Chief Justin Walker stated that this is using a grant from Center Point Energy. Chief Rozell explained that since Bullard does respond into Cherokee County they need VHF radios. He further stated that several years ago ESD 2 purchased VHF radios for the other departments. However, at that time Bullard had VHF radios, but they are now at end of life.

Charles Wilson made the motion to purchase the radios from Mobile Communications at a cost of \$5,959.00; 2nd by Matthew Mckeethan motion carried 5-0.

10. WORKERS COMPENSATION INSURANCE

Kathryn Anderson presented a proposal from VFIS for workers compensation insurance. She stated that ESD 2 would still use VFIS, but the coverage would be moving from Texas Mutual to Benchmark. She stated this would save ESD 2 a considerable amount of money. She stated it is the same coverage as before, but a better price. **Leroy Biggers made the motion to renew the workers compensation insurance and move to Benchmark; 2nd by Matthew Mckeethan; motion carried 5-0.**

11. ACH PAYMENTS FOR WORKERS COMPENSATION INSURANCE

Kathryn Anderson advised the board she needed approval to authorize ACH payments for the workers compensation insurance. **Matthew Mckeethan made the motion to authorize ACH payments for workers compensation insurance; 2nd by Charles Wilson; Motion Carried 5-0.**

12. 16 SETS OF BUNKER GEAR FROM NAFECO

Chief Rozell presented a proposal to purchase 16 sets of bunker gear from Nafeco. He stated that Nafeco contacted ESD 2 with the information. The gear was made for another department, but the department failed to pay for it. He stated it meets the current standard of ESD 2. Nafeco was offering the gear at a discount of approximately \$10,000.00. Chief Rozell further stated that this purchase should help with some of the needs that are out there. **Paul Perryman made the motion to purchase the gear from Nafeco at a cost of \$22,900.00; 2nd by Leroy Biggers; motion**

carried 5-0.

13. PURCHASE OF UNIFORMS FROM FR GIRLS

Chief Rozell presented a proposal to purchase class b uniforms from FR Girls of Texas. He stated that this was for the new personnel. The board authorized \$50,000.00 for the current personnel, however an additional \$7,632.00 was needed for new personnel. **Charles Wilson made the motion to approve purchase the uniforms from FR Girls at a cost of \$7,632.00; 2nd by Leroy Biggers; motion carried 5-0.**

14. CONSTRUCTION MANAGER AT RISK PROPOSALS

Chief Rozell presented the Board with the construction manager at risk evaluation for the 3 fire station remodels, and the administration building. He stated the board needed to determine which company they would like to choose. He stated that there were three companies that applied. He stated the results were the following: RLM 91, Garret and Associates 90, and WRL 100. He also stated that WRL had the lowest fee proposal. He also stated they have had past work experience with the design team. After grading with Harris Craig it was recommended to proceed with WRL as construction manager at risk.

Paul Perryman: Asked to refresh his memory, this is on the three station remodels and a possible administration building. We approved \$25,000.00 to get going down the road. This is part of that process correct?

Terry Rozell: The fire station remodels is approximately a \$500,000.00-\$600,000.00 project. We have already approved with the \$25,000.00 the architect to do drawings and engineering. Once we approve a construction manager, they will give us a bid on what it will actually cost to build the buildings. Then the Board will have to vote to approve moving forward at that point. The admin building is a separate project from the stations. We will have to begin working on that at some point. We will need to approve the drawings for that. We need to focus on the fire stations first, then we can go to the admin. You're asking what the \$25,000.00 is for, it will be sitting there and we can use it for part of the project price. The construction manager will give us the guaranteed maximum price to do the remodels.

Paul Perryman: I agree with the strategy of going on with the three remodels. It would be wise to let whoever is on the new board to be more involved in the admin building. We are not moving any more money tonight if I understand correct.

Terry Rozell: That is correct the construction manager at risk proposals is in two stages, but the construction manager will handle both. There will be two different prices, and approvals needed.

Matthew Mckeethan made the motion that we hire WRL as our construction manager at risk for the two projects, beginning with the station remodels; 2nd by Charles Wilson; motion carried 5-0.

15. BULLARD VFD BRUSH RUCK

Chief Rozell presented a proposal from Wildfire finish the Bullard Brush Truck. He stated that the shop has determined that the current bed is no good. He stated that initially when the chassis was purchased they thought they could reuse the bed. However, as the project began it was determined that it was not feasible. The shop has made the recommendation to allow Wildfire to complete the remainder of the build. **Paul Perryman made the motion to allow Wildfire to complete the truck at a cost of \$52,834.14; 2nd by Leroy Biggers; Motion carried 5-0.**

16. TRANSFER OF \$630,000.00 FROM SALES TAX ACCOUNT TO GENERAL FUND

Chief Rozell stated that first of all there is a typo on the agenda the amount should be \$630,000.00. He stated looked at the budget approved last month. The income worksheet designated \$630,000 from sales tax to go to into the general fund to pay for staffing. Right now it's not going to be that much a month, so we can handle that however the board wants to. We need to transfer some money to pay for staffing.

Paul Perryman: The \$630,000.00 is going to come from the Sales Tax account, but it is specifically to be used to pay for staffing?

Terry Rozell: Yes correct, currently roughly \$400,000.00 per month is what is needed for the entire staffing that we pay. If we want to only transfer \$400,000.00 to begin paying we can. If we want to do the \$630,000.00 now and balance it out next month we can do that as well. This number is based off of what was approved and the income worksheet.

Paul Perryman: To further clarify we have not drawn anything out of Sales Tax. This would be our first draw to pay for payroll. Any money drawn would be specifically for staffing.

Randy Melton: When we cut checks can we do budget codes on payroll to track.

Kathryn Anderson: We should be able to do that; we can talk with the CPA to make sure that it is earmarked just for salaries.

Paul Perryman made the motion to move \$630,000.00 to be earmarked just for salaries, and authorize Kathryn Anderson to discuss with CPA how best to do that; 2nd by Leroy Biggers; Motion carried 5-0.

17. SELLING OF OLD ARP STATION 1

Chief Arnold stated that several entities have funds invested into the old station. He stated the City of Arp, Arp VFD, and SCESD2 all have funds invested. After talking to Mr. Ford, find out how much money each entity has tied up from taxpayers. I would then propose to have it evaluated by a realtor. Then we could come up with a value, and offer it to the City of Arp first. They do have a definite need for it. If they cannot come up with the funds in an appropriate amount of time we could then come back and visit it again.

Paul Perryman: Who's name is the deed actually in?

Mack Arnold: Arp Volunteer Fire Department Inc.

Matthew Mckeethan: If you had to guess, how much do we have in it?

Mack Arnold: Its not that much, Ill gets some numbers together.

Matthew Mckeethan: So you agree that the citizens of Arp have the vast majority of money invested?

Mack Arnold: The citizens of Arp gave us donations, and tax dollars are tied up in the buildings. I just want the City to be happy, us to be happy, and especially the citizens to be happy.

Randy Melton: I'd like to refer this to our attorney. We do not have to make a decision tonight. I'd like for our attorney to do some research.

Matthew Mckeethan: I'm good with that.

Charles Wilson made the motion to table the item, and confer with the attorney; 2nd by Matthew Mckeethan; Motion carried 5-0.

18. AUCTION OF SURPLUS EQUIPMENT

Chief Rozell stated that SCESD2 has several items in need of auction. These items include but are not limited to: cab and chassis, skid units, and other miscellaneous equipment. He stated that the board would need to decide on how to host an auction. **Charles Wilson made the motion to table the item, until an independent evaluator can look at the equipment; 2nd by Paul Perryman; Motion carries 5-0.**

19. PURCHASE OF CLASS A FOAM

Chief Rozell presented a proposal from Rowe Industries to purchase Class A foam. He stated that Rowe was not only the lowest price but also provided free freight. **Paul Perryman made the motion to purchase the Class A foam from Rowe Industries at a cost of \$8,342.04; 2nd by Leroy Biggers; Motion carried 5-0.**

20. CONTRACT RENEWAL FOR VMWARE

Larry Locke presented the contract renewal for VMWARE at a cost of \$7,376.40. He stated that VMWARE provides virtualization for SCESD2's servers. **Matthew Mckeethan made the motion to approve the contract renewal at a cost of \$8,766.36; 2nd by Charles Wilson; Motion carried 5-0.**

21. CONTRACT RENEWAL FOR MANAGE ENGINE

Larry Locke presented the contract renewal for Manage Engine at a cost of \$7,376.40. He stated that Manage Engine provide the support portal and all support software for SCESD2. **Matthew Mckeethan made the motion to approve the contract renewal at a cost of \$7,376.40; 2nd by Charles Wilson; Motion carried 5-0.**

22. PURCHASE OF PAGERS FOR JACKSON HEIGHTS, NOONDAY, RED SPRINGS, TROUP, WHITEHOUSE, AND WINONA

Larry Locke presented a proposal to purchase 100 pagers from Mobile Communications at a cost of \$11,100.00. He stated that as they have replaced pagers at other departments, there were not enough usable pagers being returned. He stated that in order to continue the project new pagers needed to be purchased. **Leroy Biggers made the motion to purchase the pagers from Mobile Communications at a cost of \$11,100.00; 2nd by Matthew Mckeethan; Motion carried 5-0.**

23. ANTI-VIRUS CONTRACT RENEWAL

Larry Locke presented the contract renewal for anti-virus software at a cost of \$2,256.10. He stated this provides anti-virus software for all of SCESD2's equipment and users. **Matthew Mckeethan made the motion to approve the contract renewal at a cost of \$2,256.10; 2nd by Charles Wilson; Motion carried 5-0.**

24. EMS COMMITTEE REPORT

The board discussed this item in closed session. Upon return from closed session the following action was taken:

Leroy Biggers made the motion to table the item until the Board could meet with Smith County Judge, and the Smith County Commissioners; 2nd by Matthew Mckeethan; Motion carried 5-0.

25. PERSONNEL AND EMPLOYMENT FOR SCESD2

The board discussed this item in closed session. Upon return from closed session the following action was taken on this time: **No action taken.**

26. FIRE CHIEF’S PRESENTING IDEAS, ISSUES, OR CONCERNS.

Arp stated everything was good. Bullard stated everything was good, Chief Walker traveled with Chief Rozell to inspect the new engine. Chapel Hill stated everything was fine. Dixie stated everything is great. Flint Gresham stated they had no items to report. Jackson Heights stated everything is good, however they are struggling with volunteers who work odd hours. They would like to see the staffing model continue. Noonday was not present. Red Springs was not present. Troup stated everything was good. Whitehouse stated everything was good, and was expecting to receive a bulk fuel tank for gasoline at their station. Winona stated everything was good.

27. TRAINING DIVISION REPORT

Chief Clanton stated that there had been numerous training opportunities presented. He stated some of the items were: water shuttle and tanker ops with ESD 1, Purtis Creek ORE, new employee orientation. He further stated that the Captains were on shift in Arp at this time. He said to expect to see Captains at the VFD’s in the evenings.

28. DIRECTOR OF IT REPORT

Larry Locke stated that IT had to report the following: 53 tickets resolved, 62 tickets holding, currently under rate review with ISPs, contract renewals were underway, pager replacements were underway, and that IT is evaluating new tablets. He further stated that IT had moved offices at admin, and that they had participated in the Purtis Creek ORE.

29. CHIEF OF OPERATIONS REPORT

Chief Rozell stated he plans to attend a meeting with an entity in the Northwest portion of ESD2 to address fire protection in the area. He stated he has attended some of the training. He commended the training division for their hard work.

30. CLOSED SESSION

The board did convene in closed session at 08:21pm on agenda items #24 & #25.

31. RETURN TO OPEN SESSION

The board returned to open session at 09:09pm

32. ADJOURNMENT OF MEETING

President Melton stated the next board meeting will be at Flint Gresham Station 1, 11029 CR 140, Flint, TX 75762; Monday, November 23, 2020 at 7:00 p.m.; he declared the meeting adjourned at 09:20 p.m.

Respectfully submitted by: _____

Paul Perryman, Secretary/Treasurer