



Meeting of the Board of Commissioners Minutes
Monday, January 25, 2021 at 7:00 PM
11029 Count Road 140 Flint TX 75762

Page

1. Call to order and certification of quorum;

Johnny Brown called the meeting to order, with Matthew Mckeethan, Brent Dominy, Leroy Biggers present. Charles Wilson was absent. He certified a quorum was present.

2. Prayer and pledge of allegiance to the United States & Texas Flags;

Leroy Biggers led the prayer and pledge

3. Recognition of guests and special presentations;

President Brown acknowledged the guests in attendance.

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;

There were no public comments.

5. Consent Agenda

Receive, discuss and take any necessary action relating to the following reports:

Consent Action

5.1. Approval of minutes: January 4, 2021 special meeting

[01-11-2020 called Meeting.pdf](#)

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01-11-2020 called Meeting 

To approve the consent agenda.

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Moved By: Leroy Biggers

Seconded By: Matthew McKeethan

Carries 4-0

5.2. Financial reports: December 2020

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Approve the financials for December 2020

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Moved By: Brent Dominy

Seconded By: Leroy Biggers

CARRIES 4-0

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;

6a Current bills/quotes/checks over \$2,000: Met life \$14,528.47 employee dental/vision; \$2,766.25 Amazon Capital Services district supplies; Eagle Fuel \$6,233.48 district fuel; \$29,722.04 Siddons Martin Winona E1 Accident; \$8,766.36 VMWare server room; \$11,100 Mobile communications pager replacement project (approved 11-02-20); \$23,590.00 Squyres, Johnson, Squyers district audit fees; \$75,513.75 Smith County Tax office 2020 tax collection; \$21,861.25 Smith County Appraisal District 1st quarter fees; \$2,655.00 East Texas Radiator WHE1 Repair; \$6,829.55 Adams Coker district legal fees; \$2,162.26 Reeder Distributors maintenance shop lift repairs;

6a.pdf 

6b Contract payments made – no action necessary;; Suddenlink \$2501 Fiber Account; Nextiva \$2,103.35 district phone service; Nextiva \$2,068.66 district phone service Verizon \$2991.50 Wireless Account; \$2,738.25 Mobile Communications district pager service; \$5,999.23 Reliant district electric bills; \$2,991.52 (December 2020) \$6,249.90 Reliant district electric bills (January 2021 Verizon district wireless Arp VFD Chief, Training, Bookkeeper Stipends; \$1,700.00 Bullard VFD Chief, Training, Bookkeeper Stipends; \$1,700.00 Chapel Hill VFD

Chief, Training, Bookkeeper Stipends; \$1,700.00 Dixie VFD Chief, Training, Bookkeeper Stipends; \$1,700.00 Flint Gresham VFD Chief, Training, Bookkeeper Stipends; \$1,700.00 Jackson Heights VFD Chief, Training, Bookkeeper Stipends; \$1,700.00 Noonday VFD Chief, Training, Bookkeeper Stipends; \$1,700.00 Red Springs VFD Chief, Training, Bookkeeper Stipends; \$1,700.00 Troup VFD Chief, Training, Bookkeeper Stipends; \$1,700.00 Whitehouse VFD Chief, Training, Bookkeeper Stipends; \$1,700.00 WinonaVFD Chief, Training, Bookkeeper Stipends; \$1,475.00 Arp VFD pay per call stipend 2021Q1; \$6,335.00 Bullard VFD pay per call stipends 2021Q1; \$9,450.00 Chapel Hill VFD pay per call stipend 2021Q1; \$4,690.00 Dixie VFD pay per call stipend 2021Q1; \$6,340.00 Flint Gresham VFD pay per call stipends 2021Q1; \$2,075.00 Jackson Heights VFD pay per call stipends 2021Q1; \$3,040.00 Noonday pay per call stipends 2021Q1; \$740.00 Red Springs VFD pay per call stipends 2021Q1; \$2025.00 Troup VFD pay per call stipends 2021Q1; \$4,625.00 Whitehouse pay per call stipends 2021Q1; \$10,945.00 Winona VFD pay per call stipends 2021Q1;

6B.pdf 

6c New Construction bills/quotes/checks over \$2,000.00: \$3,347.00 Mobile Communications new station radio equipment (approved 05/26/2020)\$6,300 Harris Craig station remodels

6C.pdf 

Approve item 6a, 6b, and 6c.

Moved By: Matthew McKeethan

Seconded By: Leroy Biggers

CARRIES 4-0

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2020 tax collection; \$21,861.25 Smith County
Appraisal District 1st quarter fees; \$2,655.00
East Texas Radiator WHE1 Repair; \$6,829.55
Adams Coker district legal fees; \$2,162.26
Reeder Distributors maintenance shop lift
repairs;

6.2.

Contract payments made – no action
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Stipends; \$1,700.00 Dixie VFD Chief, Training,
Bookkeeper Stipends; \$1,700.00 Flint Gresham
VFD Chief, Training, Bookkeeper Stipends;
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6.3.

New Construction bills/quotes/checks over \$2,000.00: \$3,347.00 Mobile Communications new station radio equipment (approved 05/26/2020)\$6,300 Harris Craig station remodels

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7. Discuss, consider and take any necessary action on the proposed "Radio & Pager

The attached proposed policy was agreed to by the assigned committee. [II Equipment Policy Chief Final Draft.docx](#) 

Approve the policy as written.

Moved By: Leroy Biggers

Seconded By: Matthew McKeethan

MOTION CARRIES 4-0

8. Discuss, consider, and take any necessary action related to the purchase and use of OpenGov with a 5 year contract at an initial cost of \$281,330 including the first year of service and \$75,000 year thereafter.

The year one cost is higher due to set up, and implementation assistance costs.

Approve the purchase of Open Gov at a cost of \$281,330.00 with a yearly reoccurring cost of \$75,000.00 and to use IT subscription GL code.

Moved By: Matthew McKeethan

Seconded By: Brent Dominy

MOTION CARRIES 4-0

Motion to appoint Brent Dominy as Executive Sponsor

Moved By: Matthew McKeethan

Seconded By: Leroy Biggers

Carries 4-0

9. Discuss, consider, and take any necessary action on updating authorized signers on the Spirit of Texas Bank Account;

motion to ratify in the minutes to remove Randy Melton, Paul Perryman, and Earl Drott from the Spirit of Texas account. Also, to add Johnny Brown as President, Matthew Mckeethan as Vice President, Brent Dominy as Secretary/Treasurer, and to keep Leroy Biggers as Assistant Secretary/Treasurer and Charles Wilson as the board member at large.

Moved By: Johnny Brown

Seconded By: Leroy Biggers

Carries 4-0

10. Discuss, Consider, and take any necessary action on forming a committee for research on blocking apparatus;

[10.pdf](#) 

Form a committee to research the blocking apparatus of two volunteers, two paid employees, and one board member with Matthew Mckeethan being the chair.

Moved By: Brent Dominy

Seconded By: Johnny Brown

MOTION CARRIES 4-0

11. Discuss, Consider, and take any necessary action on forming a committee for research Employee Assistance Programs;

Form a committee for research on Employee assistance programs with Brent Dominy being chair

Moved By: Johnny Brown

Seconded By: Matthew McKeethan

MOTION CARRIES 4-0

12. Discuss, consider, and take any necessary action on Fleet Accident involving Flint-Gresham Engine 1;

[12.pdf](#) 

Motion to use Joe Hudson's at a cost of \$3,418.40 and to offer \$284.00 for a rental vehicle if needed.

Moved By: Leroy Biggers

Seconded By: Matthew McKeethan

CARRIES 4-0

13. Discuss, consider, and take any necessary action on fire chiefs presenting and discussing issues with the board for future action;

14. Human Resources Report;

No action necessary

15. Training Division Report;

No action necessary

[January Report Training Division.docx](#) 

16. Fleet Maintenance Report;

[SCESD2 Fleet Maintenance 01-22-21.pdf](#) 

No action necessary

17. Information Technology Report;

[IT Board Report.docx](#) 

No action necessary

18. Chief of Operations Report;

No action necessary

19. 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;

20. 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;

The board did convene in closed session at 08:14 p.m.

21. RETURN TO OPEN SESSION

The board returned to open session at 09:59 pm with no action taken.

22. Adjournment of meeting.

President Brown declared the meeting adjourned at 09:59 p.m.

A handwritten signature in cursive script, appearing to read "Brent Dominy", written over a horizontal line.

Brent Dominy, Secretary
Treasurer