

SMITH COUNTY EMERGENCY SERVICES DISTRICT TWO

7:00 P.M. * Monday * January 23, 2017

14128 SH 110 South * Whitehouse, Texas 75791

1. CALL TO ORDER

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

2. PRAYER AND PLEDGE

Commissioner 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

Troup VFD Board President John Whitsell signed in for a public comment on Item #9 Troup VFD Brush-10 Repairs; President Melton stated that Mr. Whitsell would comment at that time.

5. CONSENT AGENDA

Matt Thiessen made a motion to approve the (a.) minutes of the December 19, 2016 regular meeting and January 18, 2017 called meeting as written; (b.) the December 2016 financial report; 2nd by Paul Perryman; motion carried 4-0.

6. PAYMENTS AND REIMBURSEMENTS

Charles Wilson made a motion to approve payment of bills: (a.) Current bills/quotes over \$2,000: Fire-Teck: \$2,427.19 – Noonday T-1 Repairs, \$3,566.92 – Troup E-3 Pump Test & Repairs, \$2,217.65 – Jackson Heights E-2 Repairs, \$2,672.85 – Noonday E-1 Pump Test & Preventative Maintenance; Gear Cleaning Solutions, LLC: \$2,933.70 – 46 Pieces of Bunker Gear Inspected & Repaired; 2nd by Matt Thiessen; motion carried 4-0. (b.) Contract payments made – no action necessary: 2nd ½ of 2016/2017 Contract Amounts to the VFDs for Bookkeeping, Chief's Stipends, Pay Per Calls: Arp \$8,590, Bullard \$11,880, Chapel Hill \$11,330, Dixie \$11,390, Flint-Gresham \$12,150, Jackson Heights \$8,690, Noonday \$12,380, Red Springs \$8,790, Troup \$8,530, Whitehouse \$10,730, and Winona \$8,840; Mobile Communications \$2,738.25 – District Paging Services; Suddenlink \$2,273.45 – District Internet Account; Verizon Wireless: December 2016 \$2,002.02, January 2017 \$3,071.07 – District Wireless Services; Card Service Center \$5,327.91 – District Credit Card; TML: January 2017 \$5,715.20, February 2017 \$6,214.72 – Employee Medical Insurance; Reliant Energy \$3,975.18 – District Electric Utility Bills.

7. REPORT FROM EMERGENCY SERVICES CONSULTING INTERNATIONAL

Eric Metzger with Emergency Services Consulting International stated that he has been spending time with people at the fire departments doing interviews and gathering information. He stated he has received much data, but at this point, he has not come up with any recommendations. Mr. Metzger stated SCESD2 has accomplished a lot and are light years ahead of places that have been around for decades. He mentioned that the first draft of the gathered information to assess would be ready in about 6 weeks. No motion necessary.

8. TROUP VFD ICE MACHINES

President Melton stated that Troup VFD needs a new ice machine, there are 2 bids; A and M Service Company \$3,500 and D&F Service \$4,081; this would be purchased using budgeted funds from 60280 Office & Station Fixtures. Charles Wilson made a motion to approve the purchase of an ice machine from A and M Service Company for \$3,500; 2nd by Matt Thiessen; motion carried 4-0.

9. TROUP VFD BRUSH 10 REPAIRS

President Melton stated that Troup VFD's Brush 10 pump cannot be repaired. He stated that it is a 1997 model and a new pump would be \$3,648.66. President Melton turned the floor over to Troup VFD Board President John Whitsell who signed in for a public comment on this item. Mr. Whitsell stated that Brush 10 primarily serves the Concord Community on the Cherokee County side and wants to maintain the trucks that are at that station with it being 7 miles out of town and on the other side of the railroad tracks. He stated that it is worth getting a new pump for the truck because it should last another 10-15 years. Matt Thiessen made a motion to approve the purchase of a new pump for Troup VFD B-10 for \$3,648.66 from 60440 Vehicle Repair & Maintenance; 2nd by Paul Perryman; motion carried 4-0.

10. SCESD2 ALARM SYSTEM

President Melton stated that SCESD2 needs an alarm system to help protect the equipment and documents that are in the office. Chief Rozell received a bid from East Texas Alarm, Inc.: equipment and installation will cost \$1,098.14, and the monthly monitoring fee will be \$38.50; the funds would be taken from 51550 Office Equipment Expense. Charles Wilson made a motion to approve the purchase of the alarm system from East Texas Alarm, Inc. for \$1,098.14, with monthly monitoring for \$38.50; 2nd by Matt Thiessen; motion carried 4-0.

11. BULLARD VFD STATION #1 GENERATOR

President Melton stated that the current generator at Bullard VFD Station 1 no longer works, after many repairs; it is not fixable. There are 2 bids; Lonestar Generator for \$19,204, and Mall Energy for \$25,830. Chief Rozell stated the generator from Lonestar Generators carries a 6-year warranty and would be able to power both meters at Bullard Station 1; the funds would be taken from 60600 Building Repair & Maintenance. Charles Wilson made a motion to approve the purchase of the generator from Lonestar Generator LLC for \$19,204; 2nd by Matt Thiessen; motion carried 4-0.

12. JACKSON HEIGHTS VFD STATION #1 REMODEL

Chief Rozell stated that Jackson Heights Station 1 has come a long way with building the 2 new bays and will possibly become the manned station for Jackson Heights with it being more in the center of the community. He stated that electrical work needs to be done in the new bays and would like the board to authorize spending up to \$6,000 for the work; the funds would be taken from 51999 Contingency. Paul Perryman made a motion to authorize up to \$6,000 for lighting and electrical work for the new bays; 2nd by Charles Wilson; motion carried 4-0.

13. SMITH COUNTY APPRAISAL DISTRICT BUDGET AMENDMENT

President Melton stated the Smith County Appraisal District has to do a budget amendment of \$250,000 due to a lawsuit by Delek Refinery. He stated that SCESD2 would not have to do anything; this is just a notice of an additional fee. No motion necessary.

14. NOONDAY VFD 2010 CHEVROLET TAHOE PURCHASE

President Melton stated the purchasing policy that the SCESD2 Board adopted in 2012 states, "An expenditure of more than \$2,000 may not be paid unless the expenditure is presented to the board and the board approves the expenditure." He stated this policy was not followed by Noonday VFD in their purchase of the 2010 Chevrolet Tahoe. Charles Wilson made a motion not to approve paying any funds on the purchase of Noonday's 2010 Chevrolet Tahoe; 2nd by Matt Thiessen; motion carried 3-1; Commissioner Paul Perryman voted against.

15. IT STATION DASHBOARD PROJECT

Director of IT, Larry Locke, stated that he has been working on a Dashboard project, it has weather alerts, upcoming classes, the duty roster, and a bulletin board that shows trucks that are out of service or being moved to a different station. He stated he currently has it up and running as a trial at the Admin office and Flint Gresham VFD Station #1 and there will be a dashboard in every manned station if approved. There are 2 options for this project; Option 1: up front cost \$10,474.63; Option 2:

up front cost \$8,584.63 with an annual renewal fee of \$360 for a 5-year span, totaling out to \$10,384.63 over 5 years. He stated the difference between the 2 options is purchasing the licenses up front or doing a subscription based renewal on the licenses for the devices over a 5-year span. He recommends Option 2; if something was to happen to any of the devices SCESD2 would not be out any money. Matt Thiessen made a motion to approve Option 2 for \$10,384.63 over a 5-year span; 2nd by Charles Wilson; motion carried 4-0.

16. LONG RANGE PLANNING COMMITTEE AND SUB-COMMITTEES

There was no report from the committees.

17. DIRECTOR OF IT REPORT

Director of IT, Larry Locke, stated that 39 support tickets have been completed since the last meeting; server maintenance to improve the system was completed with minimum down time. He has created a Fleet Management system on the portal that will help keep up with all the maintenance on all of the apparatus. He stated that Firehouse came back after multiple times and they are not able to do what SCESD2 needs. He stated that he is almost done with the In-house system and in the next 2 months, he will have the first department running the system.

18. CHIEF OF OPERATIONS REPORT

Chief Rozell stated that the Dixie VFD Station #1 Remodel is coming along, they are starting to spray foam and put up sheet rock. It may be completed in the next couple of weeks.

19. PRESIDING OFFICER REMARKS

President Melton stated that Harris Craig Architects would be on the agenda for the next board meeting to give an update on the contractor bids from January 18, 2017 for Winona Station #3.

20. CLOSED SESSION

Not necessary.

21. RETURN TO OPEN SESSION

Not necessary.

22. ADJOURNMENT OF MEETING

President Melton stated the next board meeting would be at Smith County ESD #2, 14128 SH 110 South, Whitehouse, Texas 75791; Monday, February 27, 2017 at 7:00 p.m.; he declared the meeting adjourned at 7:58 p.m.

Respectfully submitted by: _____
Paul Perryman, Secretary/Treasurer