

SMITH COUNTY EMERGENCY SERVICES DISTRICT TWO

7:00 P.M. * Monday * September 28, 2015

14128 SH 110 South * Whitehouse, Texas 75791

1. CALL TO ORDER

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

2. PRAYER AND PLEDGE

Johnny Brown led the meeting in prayer; 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

No one signed in for public comment.

5. CONSENT AGENDA

Mr. Biggers made a motion to accept the (a.) minutes of the August 24, 2015 Public Hearing; August 24, 2015 Regular Meeting; September 8, 2015 Called Meeting as written; (b.) August 2015 financial report and the July 2015 report; Administrative Assistant Denna Mangold reported that in checking with GMP, the actual July financial reports were correct, it was in the Budget to Date that they left out 50555 Principal on Loan and 60750 Capital Expenditures; this is a cumulative report; they did not reprint last month's report, but made sure that August 2015 Budget to Date included these line items; 2nd by Mr. Wilson; motion carried 4-0.

6. PAYMENTS AND REIMBURSEMENTS

Mr. Thiessen made a motion to approve payment of bills: a. VFD Reimbursements – 11 August Packets for total of \$140,350.85; b. Current bills/quotes over \$2,000: Fire-Teck \$5,433.51 – Troup VFD E-2 Repairs; 2nd by Mr. Wilson; motion carried 4-0.

c. Contract payments made: Smith County Appraisal District \$16,828.75 Appraisal District Fees; Linebarger Goggan Blair Sampson \$3,595.83 – August 2015 Delinquent Tax Collection Fees; Mobile Communications \$2,920 District Paging Services; No action necessary.

7. WINONA VFD STATION #2 GAS LINE

President Melton stated that on March 2, 2015 the board approved item #8 to pay for a natural gas line to be run to Winona VFD #2; this is a report to state where the funds for this expenditure came from: Winona VFD was reimbursed \$2,200 in their August packet from 60600 Building Repair & Maintenance (their budget) for the road bore that had to be paid before the work was started; SCESD2 then paid the remaining \$5,749 to the City of Winona from 61300 VFD Contingency Fund (SCESD2 Budget) for the actual gas line. No action necessary.

8. EMERGENCY AIR CONDITIONER PURCHASE FOR BULLARD VFD STATION #1

President Melton presented 5 bids that Bullard VFD obtained when the air conditioner went out at their #1 station: Doran Mechanical \$6,104, Evans Air Conditioning \$6,059; Four Seasons \$6,000, Newburn Appliance & A/C Service \$5,540 and Dog Gone Cool \$5,000; Chief Terry Rozell went over all of the bids, along with President Melton; this was an emergency purchase and they decided that Doran Mechanical had the best bid because of the longer warranty and went with this company. Mr. Wilson made a motion to pay for this repair; 2nd by Mr. Biggers; motion carried 4-0.

9. AUDIT PROPOSAL FROM SQUYRES, JOHNSON, SQUYRES FOR Y/E 9/30/2015

President Melton stated that SCESD2 received a proposal of \$17,900 plus travel & out of pocket costs to perform the audit for the year ending September 30, 2015 from Squyres, Johnson, Squyres. This is the same firm that performed the 2014 audit. Mr. Thiessen made a motion to accept the proposal; 2nd by Mr. Biggers; motion carried 4-0.

10. CHANGES/UPDATE ON NOONDAY VFD

President Melton introduced the new Noonday VFD Fire Chief, Richard Adams. Chief Adams stated that he is triple certified; retired from DFW and taught at TJC; he was with the Flint-Gresham VFD for a while and gave it up while he was teaching; just did not have the time to devote to the department. As far as changes at the Noonday station, right now his plan is to clean it inside, outside and upside down.

11. RELOCATION OF WHITEHOUSE VFD ANTENNA SYSTEM

The City of Whitehouse wanted the Whitehouse VFD antenna system removed from their property; the Walnut Grove Water Supply board voted to allow the VFD to move it to their water tower in the Mountain View Subdivision; they are also letting the VFD use a storage room and it will be at no charge for the use of their electricity or for the space; it will just be the cost of relocating it. Mr. Thiessen made a motion to relocate the Whitehouse VFD antenna system to the Walnut Grove water tower for approximately \$4,700; 2nd by Mr. Wilson; motion carried 4-0.

12. COMPLETION WORK ON THE NOONDAY VFD NEW ENGINE

President Melton stated that Chief Rozell is asking to use \$5,000 from the 61300 VFD Contingency Fund for Siddons-Martin to do the completion work on the new Noonday VFD fire engine; storage spots for the tools; Mr. Thiessen made a motion to allow this expenditure; 2nd by Mr. Biggers; motion carried 4-0.

13. LONG RANGE PLANNING COMMITTEE AND SUB-COMMITTEES

IT Committee Report: Ken Dickey stated that the install of the new server room is pretty well done; most of the work has been done by volunteers; probably 250 to 300 man hours; working on gathering the needs for training; looking at existing programs. Mr. Biggers asked if we are going to have buy new computers for all of the stations; Mr. Dickey and Director of IT stated that most of the computers are compatible with the new system; maybe 4 will have to be replaced; they were budgeted for.

Chief Tim Stone stated that the new training program is just about ready to be up and running; waiting on the IT department for it to be finalized. Also, have to get more information from the insurance company about insuring the instructors. When it is finalized it will be scheduled quarterly and the package will be brought to the board for approval. The personnel committee is waiting to get information from a couple more departments; an email will go out with the new pay scale when that is finished; they have to have a list of the day crews and their certifications. The raises are waiting on this information.

14. DIRECTOR OF IT REPORT

a. REPORT

Mr. Locke showed pictures of the server room from the beginning to where they are now; he stated that he has processed 30 trouble tickets in the last 30 days; they have stacked up with all of the work being done on the server room. He showed examples of the branding logo for the ESD.

b. IT CONTENT FILTERING POLICY

Mr. Locke presented a content filtering policy that is needed for the new server room; Mr. Thiessen made a motion to adopt the policy; 2nd by Mr. Biggers; motion passed 4-0. A copy of this is included with the minutes.

c. EUAA

Mr. Locke presented an Information Technology End User Agreement & Authorization to the board that each person using our system will have to read and sign; Mr. Biggers made a motion to approve this agreement; 2nd by Mr. Wilson; motion carried 4-0. A copy of this is included with the minutes.

15. PRESIDING OFFICER REMARKS

President Melton stated that he had a picture of Paul Perryman after his accident to share; Mr. Biggers and President Melton discussed having a community event; an open house to have a show and tell type event to show the progress that has been made in our district. This is something that they will look at having.

16. CLOSED SESSION

Not necessary.

17. RETURN TO OPEN SESSION

Not necessary.

18. ADJOURNMENT OF MEETING

President Melton stated the next board meeting will be at Smith County ESD #2, 14128 SH 110 South, Whitehouse, Texas 75791; Monday October 26, 2015 at 7:00 p.m.; he declared the meeting adjourned at 7:40 p.m.

Respectfully submitted by: _____
Paul Perryman, Secretary/Treasurer