

## SMITH COUNTY EMERGENCY SERVICES DISTRICT TWO

7:00 P.M. \* Monday \* June 22, 2015

14128 SH 110 South \* Whitehouse, Texas 75791

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### 1. CALL TO ORDER

The Smith County ESD #2 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, Paul Perryman, and Matt Thiessen, with Leroy Biggers absent. It was certified that a quorum was present.

### 2. PRAYER AND PLEDGE

Mr. Thiessen 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; he introduced three men with the Texas A & M Forestry Service: Lee Anderson, Jesse Adams and Michael Tiller. They gave a short run down on programs and help that is available from their department.

### 4. PUBLIC COMMENTS

No one signed in for public comment.

### 5. CONSENT AGENDA

Mr. Thiessen made a motion to approve item 5a. Consent Agenda: the minutes of the April 27, 2015 Regular Meeting; the May 4, 2015 Called Meeting; and the May 18, 2015 Regular Meeting as written; 2<sup>nd</sup> by Mr. Perryman; motion carried 4-0. Mr. Wilson made a motion to approved item 5b. The financial reports for April and May 2015; 2<sup>nd</sup> by Mr. Perryman; motion carried 4-0.

### 6. PAYMENTS AND REIMBURSEMENTS

Mr. Thiessen made a motion to approve payment of bills: a. VFD Reimbursements – 11 May packets for a total of \$105,588.91; b. Current bills/quotes over \$2,000: Metro Fire \$3,229 Red Springs VFD Holmatro Tool Preventative Maintenance; 2<sup>nd</sup> by Mr. Perryman; motion carried 4-0. c. Contract payments made – no action necessary: Smith County Appraisal District \$16,828.75 - 3<sup>rd</sup> Quarterly Calendar Year Payment; Mobile Communications \$2,920 – District Pagers.

### 7. TAX ABATEMENT ANNUAL REVIEW

President Melton went over the tax abatement summary from Tyler Economic Development Board; it provided tax abatements for John Soules Foods 100% for 5 years; Reef Services 100% for 5 years and Scotts Hyponex 100% for 3 years; they stated the companies qualify for their abatement of 2015 taxes; Mr. Wilson made a motion to go with their recommendation and allow the 2015 tax abatements for these companies; 2<sup>nd</sup> by Mr. Thiessen; motion carried 4-0.

### 8. EQUIPMENT PURCHASE FOR NEW CHAPEL HILL ENGINE

Chief Rozell asked for approval to purchase equipment for the new Chapel Hill engine at a total cost of \$21,084.18; Metro Fire \$17,930 and Roquemore's Hardware \$3,154.18; other bids were from Casco and MES; he budgeted \$20,000 for the purchase and Chapel Hill will pay for the remaining \$1,084.18 from their equipment budget. Mr. Thiessen made a motion to approve the equipment purchase; 2<sup>nd</sup> by Mr. Wilson; motion carried 4-0.

## **9. RED SPRINGS VFD HOLMATRO CUTTER**

Chief Rozell explained to the board that Red Springs VFD had the preventative maintenance performed on one of their Holmatro cutters; it was found to be damaged and has been taken out of service until it is repaired; the quote from Metro Fire for the repairs is \$2,447; Mr. Wilson made a motion to have this repair done; 2<sup>nd</sup> by Mr. Perryman; motion carried 4-0. Chief Rozell shared with the board that Red Springs VFD gave Jackson Heights VFD one of their Holmatro cutters; they had three and Jackson Heights did not have one.

## **10. PORTABLE BUILDING PURCHASE FOR WINONA VFD**

Winona VFD purchased a used 10 X 12 lofted barn portable building for \$2,000 for their station #1; President Melton stated that they should have come to the board before making the purchase; he would have recommended going out for bids and buying a new building; after a discussion on correct purchasing procedures; Mr. Thiessen made a motion to deny reimbursement for the building; 2<sup>nd</sup> by Mr. Perryman; motion carried 4-0.

## **11. UPDATE ON JACKSON HEIGHTS VFD**

Chief Rozell introduced the new Jackson Heights VFD Fire Chief Kelsey Trotty; he also stated that the Jackson Heights board went along with all of the recommendations from SCESD2 to restructure their department; things are turning around and moving forward. He stated that F-G Chief Tim Stone, Whitehouse Chief John Hargis and F-G Assistant Chief Keith Tate have all been instrumental in helping them get their business straightened out and in order. Chief Trotty thanked everyone for their help in getting Jackson Heights turned around. The department is working on rewriting their by-laws and SOPs; they will be taking over the staffing again on July 6<sup>th</sup>. The department moral is growing by leaps and bounds; they have realized that people really care and want to help. They have 20 people on the roster now and volunteers are making calls right along with the paid staff. He thanked Red Springs for the jaws tools that they sent them; they were used in a wreck the next day. President Melton expressed appreciation from the SCESD2 Board that he accepted the chief's position and stepped up to help turn Jackson Heights VFD around; he stated that it is important to that community for his department to thrive and grow. No action necessary.

## **12. PURCHASING FORD F-550 FOR JACKSON HEIGHTS VFD**

President Melton stated we are looking at purchasing a new 2016 Ford F-550 cab and chassis for Jackson Heights VFD to replace the truck that was totaled earlier in the year; the HGAC contract cost is \$34,996; insurance has settled; we are buying the wrecked truck back for \$12,750 for the usable equipment on it; we received a check for \$47,250; after paying for the truck we will have \$12,254 left to have the equipment stripped off of the old truck and installed on the new truck; Chief Rozell stated that we will have to replace a few things that might cost a little extra; but it will be minimal. We need to get this truck ordered; it will take approximately 3 months to get it in; Mr. Thiessen asked Chief Rozell about the problems the district has been having with the Ford diesel trucks; he replied that this is a gas truck; no more diesels. Mr. Thiessen made a motion to purchase this replacement truck for Jackson Heights VFD at the HGAC contract price of \$34,996; 2<sup>nd</sup> by Mr. Wilson; motion carried 4-0.

### **13. REPAIRS TO FLINT-GRESHAM VFD LADDER 2**

Chief Rozell stated that he knew Ladder 2 needed some repairs when we purchased it but he put it in service to find everything that might be wrong with it; it had a lift cylinder that started binding and was put out of service; they went over the truck to list the repairs needed to have it in A-1 condition and then carried it to Siddons-Martin, the Pierce dealer; he does not want anyone except a dealer to work on this truck; the liability would be too high; the estimate from them is \$7,092; the dealer believes that it is going to come in under this estimate since a few of the things in the bid were not necessary. Mr. Wilson made a motion to make the repairs to Ladder 2; 2<sup>nd</sup> by Mr. Perryman; motion carried 4-0. Mr. Perryman asked what the life expectancy would be on this truck; Chief Rozell stated at least 10 years.

### **14. PURCHASING RED SPRINGS VFD 3 SETS OF BUNKER**

Red Springs VFD is asking to purchase 3 sets of bunker gear; they are going to try the Veridian brand from MES using the City of Tyler specs of \$1,557 for each set; these will be replacements for gear that is expiring; this is several hundred dollars less than the Globe brand. Jonathan McClish from Noonday VFD already uses this brand; he stated that it holds up very well. Chief Rozell feels that it is good quality; 3 sets would be \$4,671; they have it in their budget. Mr. Thiessen made a motion to allow the purchase of 3 sets of bunker gear for Red Springs VFD; 2<sup>nd</sup> by Mr. Wilson; motion carried 4-0. They are to report to the board on their reviews of the gear after using it.

### **15. REPORTS FROM THE LONG RANGE PLANNING COMMITTEE**

President Melton turned the floor over to Chief Stone to report on the Long-Range Planning Committee. Chief Stone stated that the Personnel Sub-Committee is working on their final draft to present to Chief Rozell; it is a three year plan that includes an increase in pay; all of the other sub-committees are meeting and working on plans to turn in. He asked for anyone wanting to help to volunteer for a committee that they are interest in. No action necessary.

### **16. PURCHASING ONE BACK-UP GENERATOR FOR EACH VFD**

Chief Rozell stated that a lot of the departments do not have back-up generators; Bullard, Red Springs, Troup & Whitehouse all have one. He believes that each department needs one in case of a power outage or a disaster; it would take approximately \$174,000, this is a rough estimate, to get back up 45 KW generators for each of the stations. He wanted to pass this by the board to see if there was an interest before moving forward on the issue; it would take a lot of time and leg-work to get the specs and quotes for doing this. The district has \$200,000 in the capital improvement fund for this year; that money was budgeted to pay for the new Noonday engine, but we were able to pay for it out of last year's budget and this \$200,000 could be used for the generators. Mr. Perryman stated that he is against it; there are four generators in the district now; it would be a waste of tax payer funds to proceed with this; he thought that you could move the generators to different stations as needed; he did not realize that they can't be moved. He thinks that this money could be used for raises to the firefighters or putting toward a new fire station. Mr. Thiessen stated that he has not been without power for more than a few hours at a time; thinks they need to get the information on what the stations need to keep them going. Mr. Wilson sees a use for these; President Melton said that it might need to be a multi-year project; wants Chief Rozell to bring more information on this to the board. Mr. Perryman made a motion to table purchasing back-up generators for the VFDs; 2<sup>nd</sup> by Mr. Thiessen; motion carried 4-0.

## **17. 3 MEMBER ADVISORY STAFF**

Chief Rozell stated that he would like for the board to approve for him to establish and appoint a 3 member advisory staff made up of VFD chiefs; his choices would be Chief Tim Stone, Flint-Gresham VFD; Chief John Hargis, Whitehouse VFD and Chief Mack Arnold, Arp VFD. Mr. Perryman stated that he would not want this staff to be able to tell the other department chief's how to run their departments; Chief Rozell assured him that the staff would not be in place to do that; they would assist him in getting information and help him do his job better. Mr. Thiessen made a motion to allow Chief Rozell to establish the advisory staff; 2<sup>nd</sup> by Mr. Wilson; motion carried 4-0.

## **18. SCESD2 WEB SITE CONTENT**

Director of IT, Larry Locke gave an update on the web site; where we are on registering the domain names; he showed the financial reports that have been posted; discussed the rough draft for an SCESD2 mission statement to have posted on the web site. Mr. Thiessen stated this is a huge step in the right direction; would still like to see a check register posted. The SCESD2 will also be on Twitter and Facebook. President Melton stated that he liked the work that has been done. Mr. Thiessen made a motion to table the mission the statement until next month to give them more time to review and see if they have any changes to it; 2<sup>nd</sup> by Mr. Perryman; motion carried 4-0.

## **19. BULK PURCHASES**

Mr. Locke stated that part of his job initially was to perform site surveys at each station; lay the groundwork for billing; see what is needed to get the network up and going; make it based for a commercial environment.; he gave a run down on the equipment needed to bring the stations up to speed; have them networked together; he was able to make a good deal by planning a bulk purchase for all of the equipment at one time; this equipment is the ground work needed to advance our use of technology and fix the issues plaguing our current technology infrastructure. After this step is complete we will be able to easily tackle the problems with FireHouse, email, call notification and much more; after implementing the approximate cost of \$2,390.64 for each station will come out of their individual budget. In addition this will give us the ability to use the phone system recently implemented at the ESD office and Flint-Gresham Station 1; the switch to the new provider at Flint-Gresham Station 1 resulted in a monthly savings of \$112 alone. We have found other stations capable of savings such as this as well. Mr. Thiessen made a motion to bulk purchase the IT equipment needed for approximately \$32,000; 2<sup>nd</sup> by Mr. Perryman; motion carried 4-0.

## **20. DIRECTOR OF IT REPORT**

a. Mr. Locke presented the board with the savings we will have by switching the whole district to a VOIP phone system with Nextiva; consolidation of the Suddenlink accounts for internet services; the departments that have this will have free cable service in with the package; they are doing site surveys to see if they will be able to extend service to our stations that do not currently have Suddenlink available. He has five more department site surveys to complete to know what each station has and what their needs are. He has handled 76 trouble tickets since the last board meeting. No action necessary.

- b. Mr. Locke presented a resolution to the board for approval; it would require any/all electronics or software purchases to be approved by him; any equipment not approved will not be used on the SCESD2 operating system; Mr. Thiessen made a motion to approve this resolution; 2<sup>nd</sup> by Mr. Wilson; motion carried 4-0.

**21. CHIEF OF OPERATIONS REPORT**

Chief Rozell stated that budget worksheets need to be in ASAP and the data packets for the grant need to be turned in, that is all he has.

**22. PRESIDING OFFICER REMARKS**

President Melton stated that he really liked the power point presentation of the meeting agenda items; he attended Troup VFD's open house earlier in the month, they had the Chamber of Commerce there, Smith County Fire Marshal's office; it was a community event; well attended and very nice. He enjoyed it and appreciated the invitation.

Mr. Wilson asked Chief Rozell what the departments do with their old out of service gear; hoses, nozzles, bunker gear; he knows someone that buys it and sells or donates to other countries. He thought that the district could sell it and make a little money; Chief Rozell told him to get more information and we would put it on the agenda.

**23. CLOSED SESSION**

Not Necessary

**24. RETURN TO OPEN SESSION**

Not Necessary

**25. ADJOURNMENT OF MEETING**

President Melton stated the next regular board meeting will be at Smith County ESD #2, 14128 SH 110 South, Whitehouse, Texas 75791; Monday, July 27, 2015 at 7:00 p.m.; he declared the meeting adjourned at 8:35 p.m.

Respectfully submitted by: \_\_\_\_\_  
Paul Perryman, Secretary/Treasurer