

## SMITH COUNTY EMERGENCY SERVICES DISTRICT TWO

7:00 P.M. \* Monday\* March 23, 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 Leroy Biggers, with Matt Thiessen absent. It was certified that a quorum was present.

### 2. PRAYER AND PLEDGE

Dr. Douglas Haning 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 up for public comments.

### 5. CONSENT AGENDA

Mr. Perryman made a motion to approve the a. March 2, 2015 regular meeting minutes; b. February financial reports as written; 2<sup>nd</sup> by Mr. Wilson; motion carried 4-0.

### 6. PAYMENTS AND REIMBURSEMENTS

Mr. Biggers made a motion to approve payment of bills: a. VFD Reimbursements – 11 February Packets for total of \$116,107.91; b. Current bills/quotes over \$2,000: Perkins Enterprises \$3,738.25 – District air analysis, compressor maint. & repair; Fire-Teck \$2,611.37 – Chapel Hill Engine #1 repairs; Pro One Automotive \$2,253.16 – Arp Rescue #1 repairs; Structural Technology \$3,907.50 – district ladder testing; 2<sup>nd</sup> by Mr. Wilson; motion carried 4-0. c. Contract payments made: Smith County Appraisal District \$16,828.75 – 2<sup>nd</sup> quarter/fiscal year – tax appraisal fees; Mobile Communications \$2,920 – District Paging Services; Squyres, Johnson, Squyres \$10,000 progress billing 2013/2014 audit; VFIS \$2,192 – Insurance/Fire Safety House; no action necessary.

### 7. 2013/2014 AUDIT REPORT

President Melton introduced Wayne Barton a partner with Squyres, Johnson, Squyres; the accounting firm in charge of the SCESD #2 audit for the year ending 09-30-2014. Mr. Barton introduced Aaron Carver, the supervisor in charge of the audit and commended the SCESD2 employees for their record keeping and for working well with them on the audit. He stated that SCESD2 received an unqualified report which is the best audit report that you can receive. After a brief presentation explaining the report from Mr. Barton; Mr. Perryman made a motion to accept the audit report; 2<sup>nd</sup> by Mr. Wilson; motion carried 4-0.

### 8. CHAPLAIN PROGRAM PRESENTATION BY DR. DOUGLASHANING

President Melton introduced Dr. Doug Haning, Senior Minister of Trinity Baptist Church; Chaplain for Smith County Sheriff's Office, Tyler Police Department, Federal Probation Department and Tyler Fire Department. Dr. Haning explained how they formed the Chaplain's Association; starting training other chaplains and how they work with Smith County area law enforcement and first responders. He wanted to get the information out that they are available to help all of the departments.

## **9. VFD FUNDING BILL**

Board member, Mr. Perryman gave a report on his trip to Austin and information about the Volunteer Fire Department Assistance Fund #5064; this money comes from rural homeowners' insurance policies as a tax or dedicated fund. He spoke to our representatives on their plans to try to get more of this money turned over to the Texas A&M Forestry Service to assist the volunteer fire departments across the state.

## **10. PURCHASING 5 SETS OF BUNKER GEAR FOR CHAPEL HILL VFD**

Chapel Hill VFD submitted a \$10,350 quote from Casco Industries for 5 sets of bunker gear; Chief Rozell stated that this is the same style they already have and it is good quality equipment; Mr. Biggers made a motion to purchase 5 sets of bunker gear from Casco Industries for Chapel Hill VFD; 2<sup>nd</sup> by Mr. Wilson; motion carried 4-0.

## **11. PURCHASE OF PORTABLE SCENE LIGHTS FOR ALL DEPARTMENTS**

Chief Rozell presented a quote from MES on portable scene lights for \$525 each and stated that this is an excellent price for this light; he would like to purchase one for each fire department; Noonday Assistant Fire Chief Jonathan McClish demonstrated the light for the board members. Mr. Perryman made a motion to purchase the 11 portable scene lights for a total cost of \$5,775 to be taken from the fire department contingency fund; one for each fire department; 2<sup>nd</sup> by Mr. Biggers; motion carried 4-0.

## **12. DISASTER SUPPORT TRAILER - EQUIPMENT PURCHASE**

Chief Rozell submitted a request for equipment to carry on the Disaster Support Trailer that SCVFFA purchased with a donation from Delek Refinery; they have a 30 X 30 tent that RAC donated. This trailer will be for all of the departments; it will roll out when the Command Trailer goes out; it is an asset for our entire county. Whitehouse VFD donated a generator to keep on the trailer. Mr. Wilson made a motion to purchase equipment for the Disaster Support Trailer from the fire department Contingency Fund for \$4,384; 2<sup>nd</sup> by Mr. Biggers; motion carried 4-0.

## **13. DIXIE VFD STATION #2 PARKING LOT AND DRIVEWAY REPAIR**

Chief Rozell stated that Dixie's Assistant Fire Chief Trey Glover called to report that Dixie Station #2 located in New Harmony needed to have driveway & parking areas repaired; it is covered with standing water. Chief Rozell inspected the problem and received a quote from BMC Construction to regrade and use crushed asphalt 4 inches thick to repair this problem. It would cost in excess of \$50,000 to do this work with concrete. Mr. Perryman made a motion to have BMC Construction to repair Dixie VFD #2 driveway & parking area for the cost of \$10,208 to be taken from the fire department contingency fund; 2<sup>nd</sup> by Mr. Biggers; motion carried 4-0.

## **14. ISO REPORT**

Chief Rozell gave a run down on the improved ISO ratings for all of the SCESD2 fire departments; as soon as these new ratings are ratified we will do a press release on them; people will then be able to save money on their insurance rates.

## **15. LONG-RANGE PLANNING COMMITTEE**

Chief Tim Stone from Flint-Gresham VFD stated that all sub-committees have met at least once; they are having a hard time on communications; need to get where they have common emails & common calendars to keep everyone informed. They have a meeting next week for the whole Long-Range Planning Committee; need to get the IT position going to get things tied together. The guys are happy; excited to be moving in the right direction.

## **16. IT COMMITTEE REPORT**

Ken Dickey, chairman of the IT committee reported that we received ten resumes for the IT position; the due date for receiving resumes was March 20<sup>th</sup>; the IT committee met and went over all of the resumes; narrowed it down to three candidates. One of the three had a comment on the salary range; the committee went ahead and called him for a phone interview; told him the salary range we had to work with and he declined being considered for the position. With that we sent out packets to the two other candidates to fill out and return; when those are received, we will set up interviews with them. Mr. Perryman stated that we need to get this rolling and maybe we can start billing on some of the out of county calls; this might be a way of making up some of the cost; not the first year, but in the future.

## **17. DIRECTOR OF OPERATIONS REPORT**

Chief Rozell stated that the annual ladder testing will begin tomorrow, Tuesday, March 24<sup>th</sup> at Winona VFD #2 for Winona, Red Springs, and Jackson Heights; Wednesday the 25<sup>th</sup> at Arp VFD #1 for Arp, Chapel Hill, and Troup; Thursday the 26<sup>th</sup> at Flint-Gresham VFD #1 for Flint-Gresham, Noonday, Dixie, Whitehouse, and Bullard. He reminded all of the departments that for any expenditures over \$300 they need to have a record of coming through the ESD office for approval; they can call, text, or email; he knows that it is a hassle; but they are to adhere to these rules and hopefully in the future the board will make some changes to this, but for now these are the rules. We received a good audit report and he wants to keep having good audits; to do that the rules need to be followed.

## **18. PRESIDING OFFICER REMARKS**

President Melton did not have any comments to add. Mr. Wilson commended the other board members and fire departments for how everyone is working together and how smoothly the meetings are going.

## **19. CLOSED SESSION**

Not necessary

## **20. RETURN TO OPEN SESSION**

Not necessary

## **21. 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, April 27, 2014; 7:00 p.m.; he declared the meeting adjourned at 8:10 p.m.

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