



SmithCounty

Emergency Services District 2

NOTICE OF A MEETING OF THE SMITH COUNTY EMERGENCY SERVICES DISTRICT NO. 2 BOARD OF COMMISSIONERS

Pursuant to Chapter 551 of the Texas Government Code, this notice is hereby given to advise that a meeting of the **Board of Commissioners** of the **Smith County Emergency Services District No. 2** will be held at **7:00 p.m.**, on **Monday, December 11, 2017**, at **Winona VFD Station #3**, located at **22033 Hwy 271, Gladewater, TX 75647**. Matters to be discussed or action taken are listed as a part of this notice.

The subjects to be discussed and/or considered and/or upon which any formal action may be taken are as listed below. Items do not have to be taken in the order shown on this meeting notice.

AGENDA

1. Call to order and certification of quorum;
2. Prayer and pledge of allegiance to the United States & Texas Flags;
3. Recognition of guests;
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.
5. Consent Agenda:
Receive, discuss, and take any necessary action relating to the following reports:
 - a. Approval of minutes: October 23, 2017 Regular Meeting;
 - b. Financial report: October 2017;
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;
 - a. Current bills/quotes/checks over \$2,000: Big M Auto Supply \$3,200.00 – Maintenance Shop Cooler; Card Service Center \$11,578.84 – District Credit Card; Mobile Communications \$2,150.00 – Paging System Updates; O'Rourke Petroleum \$2,636.30 – Maint Shop Oil & Grease; Perkins Enterprises \$3,207.36 – District Air Analysis; Southern Tire Mart \$3,449.50 – Arp T-1, \$3,606.50 – Arp E-1, \$2,094.00 – SCESD2 Stock; Checks Over \$2,000.00 – Ck #16075 \$4,362.59 Communication Services of North Texas, Ck #16089 \$2,605.79 Elliott Electric Supply, Ck #16091 \$2,492.03 Fire-Teck, Ck #16104 \$3,375.92 Pro One Automotive, Ck #16108 \$6,644.87 Eagle Fuel & Oil, Ck #16142 \$3,031.69 Eagle Fuel & Oil, Ck #16154 \$3,076.24 Mobile Communications, Ck #16164 \$2,789.69 Sierra Packaging, Ck #16168 \$2,760.72 Southern Tire Mart, Ck #16177 \$4,779.82 Wildfire Truck & Equipment, Ck #16183 \$3,650.00 Advanced Rescue Systems, Ck #16192 \$12,621.93 Big M Auto Supply, Ck #16200 \$3,728.40 Eagle Fuel & Oil, Ck #16272 \$9,579.50 Southern Tire Mart, and all disbursement checks over \$2,000 in this month's check register included in the financials.

- b. Contract payments made – no action necessary: Big M Auto Supply \$8,865.26 – Maintenance Shop Tools; Mobile Communications November 2017 \$2,738.25, December 2017 \$2,738.25 – District Paging Services; Nextiva November 2017 \$2,257.27, December 2017 \$2,257.27 – District Phones/Fax (Nov.2017); Pat Evans Air System \$6,120.00 – Maintenance Shop A/C; Reliant Energy \$5,188.64 – District Electric; Smith County Tax Assessor-Collector \$77,952.00 – Tax Collection Fee; Suddenlink \$6,796.02 – District Internet Account; TCMC Commercial \$45,615.29 – Winona #3 Retainage Fee Final Payment; TML December 2017 \$6,524.42 January 2018 \$,. – Employee Medical Insurance; 1st ½ (November 1, 2017) and 2nd ½ (February 1, 2018) of 2017/2018 Contract Amounts to the VFDs for Bookkeeping, Chief’s Stipends, and Pay Per Calls: Arp 1st ½ \$7,036.50, Arp 2nd ½ \$7,036.50, Bullard 1st ½ \$9,153.50, Bullard 2nd ½ \$9,153.50, Chapel Hill 1st ½ \$11,328.50, Chapel Hill 2nd ½ \$11,328.50, Dixie 1st ½ \$10,806.50, Dixie 2nd ½ \$10,806.50, Flint-Gresham 1st ½ \$9,632.00, Flint-Gresham 2nd ½ \$9,632.00, Jackson Heights 1st ½ \$6,717.50, Jackson Heights 2nd ½ \$6,717.50, Noonday 1st ½ \$10,429.50, Noonday 2nd ½ \$10,429.50, Red Springs 1st ½ \$9,168.00, Red Springs 2nd ½ \$9,168.00, Troup 1st ½ \$6,500.00, Troup 2nd ½ \$6,500.00, Whitehouse 1st ½ \$8,602.50, Whitehouse 2nd ½ \$8,602.50, Winona 1st ½ \$10,357.00, and Winona 2nd ½ \$10,357.00, SCESD2 Payroll \$60,067.23 – Date 10/27/2017, Payroll \$59,500.64 – Date 11/9/2017, Payroll \$65,956.34 – Date 11/24/2017, Payroll \$63,303.61 – Date 12/08/2017;
7. Discuss, consider, and take any necessary action on a budget amendment to increase the budget by \$15,000 with carry-over funds from the 2016/2017 funds; this is the \$15,000 that was given to SCESD2 by the 911 Communications district toward the build up of the Antenna Trailer Project;
 8. Discuss, consider, and take any necessary action on adding a lean to enclosure on to the existing maintenance building to house the Command Platform and Antenna Trailer from Brewer Construction for \$10,000: from 53000 Capital Purchases;
 9. Discuss, consider, and take any necessary action on purchasing a diagnostic program and computer for the Maintenance Shop from Big M Supply for \$6,940.90: from 60940 New Equipment Large;
 10. Discuss, consider, and take any necessary action on purchasing cameras and a recorder for video surveillance and secondary access control systems for all stations from Communication Services of North Texas for \$28,350: from 54100 IT Equipment and Supplies;
 11. Discuss, consider, and take any necessary action on purchasing a web application firewall for the server from ComWare for \$10,500: from 54100 IT Equipment & Supplies;
 12. Discuss, consider, and take any necessary action on purchasing 2 Thermal Imaging Camera Kits – quotes: Chiefs Supply \$7,501.87, Gamut \$8,569.70, Grainger \$8,310.00;
 13. Discuss, consider, and take any necessary action on discussing community service workers;
 14. Discuss, consider, and take any necessary action on a \$20,000 FFP Slip on 5 Ton Unit grant received by Jackson Heights VFD from Texas Forest Service;
 15. Discuss, consider, and take any necessary action on reports from the Long Range Planning Committee and Sub-Committees;
 16. Director of IT Report;
 17. Chief of Operations Report;
 18. 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;

19. **CLOSED SESSION**

The board will convene in closed session in accordance with the Texas Open Meetings Act, Texas Government Code, §§ 551.071 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;

- a. Deliberation concerning the appointment, employment, evaluation, reassignment, duties and responsibilities of individual ESD officers/commissioners and employees – Govt. Code § 551.074;
- b. Consult with attorney and receive legal advice concerning contemplated legal matter – Govt. Code § 551.071;

20. **RETURN TO OPEN SESSION**

- a. If necessary; discuss, consider, and take any necessary action regarding the appointment, evaluation, reassignment, duties and responsibilities of individual ESD officers/commissioners and employees – Govt. Code § 551.074;
- b. If necessary; discuss, consider, and take any necessary action regarding concerning contemplated legal matter – Govt. Code § 551.071;

21. Adjournment of meeting.

CERTIFICATION

I do hereby certify that the above Notice of a Meeting of the Smith County Emergency Services District #2 Board of Commissioners is a true and correct copy of said notice and was posted in accordance with the Texas Open Meetings Act at a location readily accessible to the general public at all times on the **8th day of December, 2017** and it will remain so posted continuously for at least 72 hours preceding the scheduled time of said meeting in accordance with Chapter 551 of the Texas Government Code.

Terry Rozell, Chief of Operations
For the SCESD No. 2 Board of Commissioners

Accessibility Statement: Individuals with disabilities are entitled to have access to and participate in public meetings. An individual requiring accommodation for access to the meeting must notify the Smith County ESD No. 2, P.O. Box 780, Whitehouse, TX 75791, in writing 24 hours prior to the scheduled meeting of the necessity of accommodation. Upon receipt of this request, the District will furnish appropriate auxiliary aids and service when necessary to afford an individual with a disability an equal opportunity to participate in and enjoy the benefits of the board meeting that non-handicapped individuals enjoy.

*** The District reserves the right to consider and take action on the above agenda items in any order. The Board reserves the right to enter into a closed meeting on any agenda item as allowed by law. A Citizens Comment Form must be filed with the Secretary at least 10 minutes prior to the beginning of the meeting for an individual to be allowed to speak during Citizen Comment. By completing the Citizen Comment Form, the individual understands and acknowledges that the public is not entitled to choose the items to be discussed or to speak about items on the agenda, but that this opportunity is provided as a privilege. The individual executing the Citizen Comment Form understands that he/she is provided a limited amount of time, and that he/she may not be allowed to continue to address the Board of Emergency Services Commissioners if the comments are rude, disparaging or defamatory to any individual or entity, or the comments become disruptive to the good order of the meeting. If at a meeting of a governmental body, a member of the public or of the governmental body inquires about a subject for which notice has not been given as required by the Texas Open Meetings Act, the notice provisions of the Texas Open Meetings Act do not apply to a statement of specific factual information given in response to the inquiry; a recitation of existing policy in response to the inquiry; or, any deliberation of or decision about the subject of the inquiry shall be limited to a proposal to place the subject on the agenda for a subsequent meeting.**