

SMITH COUNTY EMERGENCY SERVICES DISTRICT TWO

7:00 P.M. * Monday * June 27, 2016

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; three commissioners were present, Randy Melton, Charles Wilson and Paul Perryman; with Leroy Biggers and Matt Thiessen absent. It was certified that a quorum was present.

2. PRAYER AND PLEDGE

Troup Firefighter Johnny Brown 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

Liz Trotty made a Public Comment about the Smith County ESD #2 picnic coming up this weekend, July 2, 2016.

5. CONSENT AGENDA

Mr. Wilson made a motion to approve the (a.) minutes of the May 23, 2016 regular meeting as written; (b.) the May 2016 financial report; 2nd by Mr. Perryman; motion carried 3-0.

6. PAYMENTS AND REIMBURSEMENTS

Mr. Wilson made a motion to approve payment of bills: (a.) VFD Reimbursements – 11 May Packets for total of \$115,977.91; (b.) Current bills/quotes over \$2,000: Fire-Teck - \$2,645.48 Winona B-2 Repairs, \$2,957.81 Dixie E-2 Repairs; Pro One Automotive - \$3,365.55 Noonday B-1 Repair; Perkins Enterprise - \$4,038.96 District Air Analysis & Repairs; MES - \$2,014.60 Noonday SCBA Flow Testing & Repairs; Mobile Communications - \$3,860.48 SCESD2 District Pagers; 2nd by Mr. Perryman; motion carried 3-0.

(c.) Contract payments made - no action necessary \$2,178.82 Nextiva – District Phones & Faxes; \$2,738.25 Mobile Communications – District Paging Services; \$17,578.00 Smith County Appraisal District - 3rd Quarter Appraisal District Fees; \$2,440.00 Gollob Morgan Peddy PC 2 months accounting services; \$2,051.99 Suddenlink District Account; \$3,585.31 Reliant Energy – District Utility Bills; \$2,481.58 Card Service Center – District Credit Card;

7. RECOGNITION OF CHIEF RICHARD ADAMS/IMPROVEMENTS AT NOONDAY VFD

President Melton wanted to recognize Noonday VFD Chief Richard Adams for all the hard work he has done for Noonday, he has cleaned the station, enlisted young firefighters, he thanked him for a job well done. Chief Richard Adams took the floor to say a few things, the goal they are working on for 2016 is Safety, Training and Professionalism. The department has replaced a few officers; Kevin Londoff is the new Asst. Chief and Darl Whiteaker is Captain over training. Chief Adams mentioned the firefighters have been doing a lot of cleaning at the station to make it look better. He also stated that he had reached out to the chiefs in his adjacent areas; Tim at Flint Gresham, Matt at Dixie and Chris at Bullard and told them it is not going to be like before when Noonday never helped the other departments. Noonday will be there to help, no questions asked. Chief Adams stated that the chiefs at these stations and all the firefighters, including Noonday, are going to continue to service the citizens of Smith County together and that if you need their help with anything they would be more than happy to assist. Chief Rozell stated that it had been a few months since he had been to the station in Noonday

and when he went over he was astounded by how great the station looks, it was amazing, the lights work, all the cob webs were gone, you could actually walk into the engine room, everything looked great. Paul Perryman stated that he appreciates Chief Adams working the kinks out with the surrounding stations and that he is doing a great job.

8. PURCHASING 2 HANDHELD RADIOS FOR BATTALION 1 & 2

Chief Rozell stated the ESD is wanting to buy 2 Motorola APX 4000 handheld radios for the 2 Battalion Chiefs from Motorola Solutions for \$3,925.68. The money would be taken from Whitehouse VFD's budget #60950. Chief Rozell stated the current radios the Battalion Chiefs have will be going to the 2 captains and the captains' radios will be going to Arp VFD for their volunteers. Mr. Wilson made a motion to purchase the 2 Motorola Handheld Radios from Motorola Solutions for \$3,925.68; 2nd by Mr. Perryman; motion carried 3-0.

9. REPAIRS TO ARP VFD #1 REAR APPROACH

President Melton stated there were only 2 bids received for repairing the rear approach to Arp VFD Station 1; Bud Kellis, Arp, Texas bid \$7,000 and Robert Sherman Construction, Bullard, Texas bid \$6,500. President Melton explained they need to take out the old asphalt and replace it with a concrete slab for the fire engines to be able to get in and out of the station. Chief Rozell stated that the asphalt has started to sink in and needs to be repaired; this is a budgeted item. Mr. Perryman made a motion to go with the \$6,500 low bid from Robert Sherman Construction to repair the Arp VFD rear approach; 2nd by Mr. Wilson; motion carried 3-0.

10. BUILDING WINONA VFD #3

Chief Rozell stated that Winona VFD owns 4 acres of land in the Friendship area where they need a fire station to improve services in this area. He will be meeting with them on transferring the land title to Smith County ESD #2 to build the station on it. We contract with Gladewater Fire Department to cover this area and would continue to do this until the station could be built and the community given time to build up their staff to run the calls in the area. Cost analysis to build this station would be: Land - \$0.00; Building \$400,000; Architect/Engineering/Permits \$40,000; Contingency \$60,000 for a total cost of approximately \$500,000. See the Cost Analysis and Timeline included in these minutes. **10 a.** Mr. Perryman made a motion to move forward with the first step of building Winona VFD #3, to enter into a contract with Eubanks, Harris, Roberts, Craig Architects, Inc. to draw plans for this building; 2nd by Mr. Wilson; motion carried 3-0. **10 b.** Mr. Perryman made a motion to amend the budget to move \$250,000 from the checking account to the capital purchases to partially fund this project; 2nd by Mr. Wilson; motion carried 3-0.

11. PURCHASING 2 FIRETRUCKS

Chief Rozell stated that he is looking at buying 2 fire engines; 1 for Jackson Heights VFD and 1 for Winona VFD. We would trade in the current Engine 1 from Jackson Heights for \$72,274; this truck needs to go; it has cost us way too much money in repairs and is not the type of truck they need in that area. Buying 2 trucks with the same specks at the same time will save us \$10,000; the total cost after the trade-in would be \$626,300. The last time we bought 2 trucks it cost us nearly a million dollars because they were custom trucks, but these commercial trucks will work for what these stations need. He explained that we have this money just sitting in the checking account; if we spent all of the money budgeted this year; moved the \$250,000 for the fire station, and paid for these 2 trucks, we would still have approximately \$831,538 in the checking account at the beginning of the new 2016/2017 budget year on October 1, 2016. Mr. Wilson made a motion to amend the budget to move \$626,300 from checking to capital to purchase 2 fire engines; 1 for Jackson Heights VFD and 1 for Winona VFD; 2nd by Mr. Perryman; motion carried 3-0.

12. EMERGENCY RESERVE FUNDS

President Melton stated that the Department of Rural Affairs says that the minimum recommended budget reserve is 10 percent of the annual budget; Smith County ESD #2 has over 20 percent. Chief Rozell stated that we have \$500,000 in our Budget Reserve-Emergencies; \$468,512.71 in our Budget Reserve-Income Shortfall; this is all in one money market account with \$12,788.18 not allocated that is the interest off of this money market account. For information only; no action is necessary.

13. LONG RANGE PLANNING COMMITTEE AND SUB-COMMITTEES

Flint-Gresham Fire Chief Tim Stone stated that other items on the agenda have covered what he would have reported on; no other report from them.

14. DIRECTOR OF IT REPORT

Director of IT, Larry Locke, stated that 21 Support Tickets have been solved since the last meeting. He had to cut back on the tickets due to needing to make sure all issues with the time clocks and access controls are solved before we took over payroll. He mentioned he finished the time keeping and payroll installs, all are complete and we are ready to move forward. He told the board that Firehouse is installed and up and running for the ESD and Jackson Heights VFD. Larry also mentioned that the email provisioning has been complete for 7 of our districts.

15. CHIEF OF OPERATIONS REPORT

Chief Rozell stated that on Worker's Comp, if any of the departments do not have injuries or negative experience with them throughout the year the ESD will get a dividend back from Texas Mutual. All departments, except for 1, got dividends back that totaled to \$2,148 from Texas Mutual. Chief Rozell also mentioned that we have had 100% participation in the Forest Service Worker's Comp Cost Share grants.

16. PRESIDING OFFICER REMARKS

President Melton stated that the City of Tyler Council has been talking about annexing some homes on Skidmore Ln., if they do or when they do that will be a few less tax dollars in our tax district.

17. CLOSED SESSION

Not necessary.

18. RETURN TO OPEN SESSION

Not necessary.

19. 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 July 25, 2016 at 7:00 p.m.; he declared the meeting adjourned at 8:15 p.m.

Respectfully submitted by: _____
Paul Perryman, Secretary/Treasurer