



# 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, February 26, 2018**, at the **SCESD No. 2 District Office**, located at **14128 Hwy. 110 S., Whitehouse, TX 75791**. 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: January 22, 2018 Regular Meeting, January 27, 2018 Town Hall Meeting;
  - b. Financial report: January 2018;
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: Card Service Center \$10,236.49 – District Credit Card; Perkins Enterprises \$3,209.40 – District Air Analysis; Southern Tire \$2,078.70 – Bullard Transport Tires, \$2,233.80 – Chapel Hill E-1 Tires; Structural Technology \$3,950.75 – District Ladder Testing; Checks Over \$2,000.00 – Ck #16444 \$4,386.96 Eagle Fuel & Oil, Ck #16447 \$2,791.09 Gas and Supply, Ck #16453 \$2,080.04 Metro Fire, Ck #16466 \$2,366.82 Price International, Ck # 16507 \$5,070.94 Big M Supply, Ck #16522 \$3,607.50 Eagle Fuel & Oil, Ck #16559 \$2,013.50 Partsmaster, Ck #16563 \$3,256.78 Superior Fleet, Ck #16568 \$15,762.89 CDW, and all disbursement checks over \$2,000 in this month's check register included in the financials.
  - b. Contract payments made – no action necessary: Citizens National Bank \$973,877.68 – Final Loan Payment; Mobile Communications \$2,738.25 – District Paging Services; Nextiva \$2,266.06 – District Phones/Fax; Reliant Energy January 2018 \$4,869.94, February 2018 \$10,016.76 – District Electric; Suddenlink \$2,662.56 – District Internet Account; TML March 2018 \$6,274.66 – Employee Medical Insurance; Verizon \$2,163.20 – District Wireless Account; SCESD2 Payroll \$63,883.41 – Date 02/02/2018, \$61,484.69 – Date 02/16/2018;

7. Discuss, consider, and take any necessary action on working with Harris Craig Architectural Firm to begin floor plans for Arp VFD, Flint Gresham VFD, and the Smith County ESD #2 Administration Building; \$6,000 is budgeted for this in the 2017/2018 Budget;
8. Discuss, consider, and take any necessary action on Troup VFD repair for Tanker at the Concord Fire Station for \$22,942 from East Texas Truck System;
9. Discuss, consider, and take any necessary action on adding uninsured motorist to our current auto insurance policy at \$7,284 from VFIS;
10. Discuss, consider, and take any necessary action on cost share of \$180,000 for Jackson Heights Engine;
11. Discuss, consider, and take any necessary action on MOU between Smith County IT and Smith County ESD #2 IT for installing and operating equipment at the EOC located at 11325 Spur 248 Tyler, TX 75707;
12. Discuss, consider, and take any necessary action on personnel issues for Smith County ESD #2;
13. Discuss, consider, and take any necessary action on reports from the Long Range Planning Committee and Sub-Committees;
14. Director of IT Report;
15. Chief of Operations Report;
16. 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;
17. **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

18. **RETURN TO OPEN SESSION**  
§ 551.071;

- 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;
- b. If necessary; discuss, consider, and take any necessary action regarding concerning contemplated legal matter – Govt. Code § 551.071;

19. 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 **22<sup>nd</sup> day of February, 2018** 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.

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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.**