

SMITH COUNTY EMERGENCY SERVICES DISTRICT TWO

7:00 P.M. * Monday * October 24, 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; Four commissioners were present, Randy Melton, Charles Wilson, Leroy Biggers, and Paul Perryman; with Matt Thiessen absent. It was certified that a quorum was present.

2. PRAYER AND PLEDGE

Noonday VFD Fire Chief Richard Adams 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

No one signed in for public comment.

5. CONSENT AGENDA

Leroy Biggers made a motion to approve the (a.) minutes of the September 26, 2016 regular meeting and October 17, 2016 called meeting as written; (b.) the September 2016 financial report; 2nd by Charles Wilson; motion carried 4-0.

6. PAYMENTS AND REIMBURSEMENTS

Charles Wilson made a motion to approve payment of bills: (a.) VFD Reimbursements – 7 September packets for total of \$4,826.46, 4 VFDs no reimbursable expenses; (b.) Current bills/quotes over \$2,000: \$2,236.68 PCM /Tiger Direct – 3 Dell All-In-One Thin Client Computers; \$2,543.52 Geo. P. Bane Inc. – Full Maintenance & Repair on Bullard VFD Dozer; \$3,032.92 Goolsbee Tire Service – Chapel Hill T-2 Tires; Fire-Teck: \$4,890.64 – Bullard E-1 Pump Test, Preventative Maintenance & Repairs, \$2,906.85 – Bullard E-2 Pump Test, Preventative Maintenance & Repairs, \$3,316.70 Bullard T-1 Preventative Maintenance & Repairs, \$2,916.46 – Bullard B-2 Preventative Maintenance, Brakes & Shocks; 2nd by Leroy Biggers; motion carried 4-0. (c.) Contract payments made – no action necessary: Mobile Communications \$2,738.25 – District Paging Services; Nextiva \$2,000.48 - District Phones & Fax Service; VFIS \$81,864 Property & Auto Insurance, \$24,984 Accident & Sickness Policy; Texas Mutual \$38,764 SCESD2 W/C Policy, \$10,615 VFDs W/C Policy; ETMC EMS \$101,200.68 Annual Tower Lease & System Maintenance; Xerox Business Services \$4,820 – Firehouse Renewal; Reliant Energy \$4,822.02 – District Electric Bills; Card Service Center \$11,262.39 – District Credit Card; Gladewater Fire Department \$3,750, Mineola Fire Department \$3,750, Van Fire Department \$3,750 – Quarterly Contract Payments; Verizon \$2,443.90 – District Wireless Services:

7. TYLER ECONOMIC DEVELOPMENT COUNCIL

TEDC President Tom Mullins introduced himself, Vice President Felecia Herndon and the GG Distributing General Manager, Gary Steffey. Mr. Mullins stated that TEDC has been working with GG Distributing to open a distribution facility in the Tyler/Smith County area. GG Distributing purchased 27 acres of land and the 102,000 sq. ft. former US Postal Service building on FM 3311, south of I-20, with plans to construct a new 100,000 sq. ft. facility at the same location. The company will invest \$13 million in new construction and \$2 million in improvements and equipment, this \$15 million project will create 160-185 new jobs. He stated they are asking for a

five-year 80% tax abatement and they estimate SCESD2 would forego up to \$50,789 over the five-year period, January 1, 2019 through December 31, 2023. Charles Wilson made a motion to approve the tax abatement agreement with GG Distributing; 2nd by Paul Perryman; motion carried 4-0.

8. THE EMERGENCY SERVICES CONSULTING INTERNATIONAL

President Melton introduced ESCI Chief Executive Officer Sheldon Gilbert and the East Texas consultant Eric Metzger. Sheldon Gilbert stated ESCI has been around since 1976. He stated ESCI provides a wide range of studies from operational and organizational analysis, financial analysis, master planning, and everything in between. He stated that he will be going over the needs and challenges SCESD2 has and things ESCI might be able to offer to study and analyze the SCESD2; the relationship with Cherokee County and the service delivery during the Committee Meeting. No motion necessary.

9. SQUYRES, JOHNSON, SQUYRES

President Melton stated that Squyres, Johnson, Squyres has done the external audit for SCESD2 for the last couple of years and the board needs to approve the engagement letter to start the audit for the 2015-2016 fiscal year at a cost of \$18,400 plus travel and out-of-pocket costs. Chief Rozell stated that Squyres, Johnson, Squyres has been a very good firm to work with. Leroy Biggers made a motion to approve the engagement letter with Squyres, Johnson, Squyres for the 2015/2016 fiscal year audit at a cost of \$18,400 plus expenses; 2nd by Paul Perryman; motion carried 4-0.

10. ASSIST NOONDAY VFD CLEAR TREES FROM PROPERTY

Noonday VFD Fire Chief Richard Adams stated that there was a safety issue with approximately 26 trees blocking the firefighters from seeing traffic coming north on Hwy 155 and cars cannot see the engines pulling out of the fire station. He stated that the Noonday VFD Board should have talked to the SCESD2 Board before having the trees removed but is asking for assistance in paying the lowest of 3 bids; \$6,500 from Flores Tree Service for the tree removal. President Melton stated he is in favor of paying half. Paul Perryman made a motion to approve paying \$3,250; half of the \$6,500 for the tree removal; 2nd by Charles Wilson; motion carried 4-0.

11. REVERSING NOVEMBER 2015 MOTION TO SELL NOONDAY VFD RESCUE 1

Chief Rozell stated that he has been speaking with the Battalion Chiefs and Noonday VFD Captain Darl Whiteaker about asking the SCESD2 Board to reverse the November 2015 motion to sell Noonday VFD Rescue 1 and to use it as a specialized rescue vehicle for the South Battalion; Red Springs has a similar rescue vehicle to be used in the North Battalion. Paul Perryman made a motion to reverse the November 2015 motion to sell Noonday VFD Rescue 1; 2nd by Leroy Biggers; motion carried 4-0.

12. NOONDAY VFD RESCUE TOOL GRANT COST SHARE

Chief Rozell stated that Texas A & M Forest Service had a grant funding round the first of October; Smith County VFDs received 5 grants. Noonday VFD received a \$13,800 Rescue Tool Grant; the bid for a TNT rescue tool and accessories and Homaltro rescue struts comes to a total of \$19,993; Noonday's cost share after applying the grant would be \$6,193. He stated the money for the cost share has already been set aside from last year's budget. Paul Perryman made a motion to approve paying the Noonday VFD cost share of \$6,193; 2nd by Charles Wilson; motion carried 4-0.

13. RED SPRINGS VFD RESCUE TOOL GRANT COST SHARE

Red Springs VFD also received a \$14,300 Rescue Tool Grant from the Texas A & M forest Service; using the same TNT rescue tool bid as Noonday VFD the cost is \$19,993 with a cost share of \$5,692 for Red Springs; this money is also set aside from last year's budget. Leroy Biggers made a motion to approve paying the Red Springs VFD cost share of \$5,692; 2nd by Charles Wilson; motion carried 4-0

14. FLINT GRESHAM VFD SKID UNIT GRANT COST SHARE

Chief Rozell stated that Flint Gresham VFD has a 2008 Brush Truck that they have patched up and put a skid unit on and it has worked well but has had a lot of problems. Flint Gresham VFD applied for and received a grant for a new skid unit from Texas A & M Forest Service for a total of \$38,000. Chief Rozell stated that he is asking the board for approval to pay Flint-Gresham's cost share of up to \$4,000; this money was also set aside from last year's budget. Charles Wilson made a motion to approve the cost share of up to \$4,000; 2nd by Leroy Biggers; motion carried 4-0.

15. MOBILE DEVICE MANAGEMENT SUITE

Director of IT, Larry Locke, stated that the Mobile Device Management Suite is part of the tablet project that has already been approved; this is the software that needs to be purchased. He stated the software will allow management of the tablets and not need any renewals. Paul Perryman made a motion to approve purchasing the Mobile Device Management Suite software for \$7,264.80; 2nd by Charles Wilson; motion carried 4-0.

16. 5-YEAR FIREWALL RENEWAL

Director of IT, Larry Locke, stated that he was able to get 2 bids with the lowest from PCM/Tiger Direct for \$21,596.34. He stated that this is a subscription renewal for 5 years with a total of 22 firewalls. President Melton stated that the agenda says up to \$23,000 but the actual price is \$21,596.34. Leroy Biggers made a motion to approve the 5-year Firewall Renewal; 2nd by Paul Perryman; motion carried 4-0.

17. TRINITY MOTHER FRANCES ROSE CITY TRIATHLON

Commissioner Paul Perryman stated that the Trinity Mother Frances Rose City Triathlon was held on September 11, 2016. Mr. Perryman stated he would like to thank everyone who volunteered, SCESD2 VFDs, City of Whitehouse Fire Department, Mr. Peltier for loaning them his flag for the weekend, and Flint Gresham VFD Lieutenant Travis Allred who put a lot of work in the benefit. He stated that the kids' triathlon was on Saturday, the adult triathlon was on Sunday, and that everyone had a great time finishing the race by running under the American Flag. He stated it was a benefit for the Smith County Volunteer Fireman's Association. No motion necessary.

18. PERSONNEL RECOGNITION

President Melton stated that the SCESD2 Board would like to express their thanks to all of our firefighters for the things that they do every day; putting their lives on the line and protecting the community. He stated that the board has a resolution to recognize Flint-Gresham VFD, Captain Jeff Molloy, Lieutenant Adam Melson, Lieutenant Travis Allred, and Firefighter Caitlin Roberson for assisting the Tyler Police Department and the Tyler Fire Department and doing their part in helping to save the life of an 8-year old boy. Commissioner Paul Perryman read the resolution aloud during the meeting with framed copies presented to each firefighter and a framed copy and plaque presented to Flint-Gresham VFD with Chief Tim Stone accepting. No motion necessary. A copy of this resolution will be included with the minutes. (Resolution # 2016-004)

19. LONG RANGE PLANNING COMMITTEE AND SUB-COMMITTEES

There was no report from the committees.

20. DIRECTOR OF IT REPORT

Director of IT, Larry Locke, stated that the tablet project is coming along, 3 VFD's are using the tablets, and 48 support tickets have been resolved since the last board meeting.

21. CHIEF OF OPERATIONS REPORT

Battalion Chief John Hargis stated that the County Wide Meeting is being held at Troup VFD on November 8, 2016. He mentioned if anyone would like to volunteer, bring a dish or side to contact Arla Phelps with Troup VFD. Chief Rozell stated he did not have anything to report.

22. PRESIDING OFFICER REMARKS

Commissioner Leroy Biggers stated that the Local Emergency Planning Committee had their first meeting held on October 21, 2016 since 1996. He stated that he would like to present this committee and the next meeting to the VFD's and the board, he mentioned the next meeting for LEPC will be December 2, 2016 at the HUB at 9:00 p.m. President Melton stated that at Tyler Junior College SCESD2 participated in the Texas Against Crime, this is an event that is held on the national night out every year. SCESD2 Firefighter Caitlin Roberson and Whitehouse VFD Firefighter Meghan Burger graduated from the East Texas Police Academy and were sworn in as Deputy Fire Marshals of Smith County.

23. CLOSED SESSION

Not necessary.

24. RETURN TO OPEN SESSION

Not necessary.

25. ADJOURNMENT OF MEETING

President Melton stated the next board meeting will be at Smith County ESD #2, 14128 SH 110 South, Whitehouse, Texas 75791; Monday, November 28, 2016 at 7:00 p.m. the Monday after Thanksgiving; he declared the meeting adjourned at 7:50 p.m.

Respectfully submitted by: _____
Paul Perryman, Secretary/Treasurer