

# UPSHUR COUNTY EMERGENCY SERVICES DISTRICT NO. 1

DECEMBER 13, 2021

7:00 P.M.

## MINUTES

The regular meeting of the Upshur County Emergency Services District No. 1 Board of Directors was held on December 13, 2021, at the Gilmer Fire Station, 120 Henderson, Gilmer, Texas.

- 1) **Open meeting.** The meeting was opened at 7:03 p.m. by Marc Nichols.
- 2) **Call to order.** Marc Nichols called the meeting to order. Prayer was led by Michael Kuza.
- 3) **Determine quorum present.** Marc Nichols determined a quorum was present with Michael Kuza, Scott Mischnick, David Tackett and Cloddie Henson being present.
- 4) **Read and approve the minutes from the Regular meeting held November 12, 2021.**  
Motion was made by Michael Kuza and second by David Tackett to approve the minutes from the Regular meeting held November 12, 2021 with the correction to remove Gary Smith as being present. Motion carried 5-0. Unanimous vote in favor.
- 5) **Public Comment.** None.
- 6) **Discuss and take action on execution of contract with Linebarger Goggan Blair & Sampson for delinquent tax collections.** Motion was made by Cloddie Henson and second by David Tackett to execute the contract with Linebarger Goggan Blair & Sampson for delinquent tax collections. Motion carried 5-0. Unanimous vote in favor.
- 7) **Discuss and take on the old engine and tanker located at the Glenwood VFD Fire Station.**  
Chief Gray updated the Board on the status of the engine. They are in the process of removing the radio and then the engine will be delivered to Siddons Martin to repair the fuel system. The tires will need to be addressed later. No action.
- 8) **Discuss and take action on providing proof of proper license to operate fire apparatus.**  
Motion was made by Scott Mischnick and second by Cloddie Henson to execute the policy for providing proof of proper/valid license for operating fire apparatus by Upshur County ESD#1. Motion carried 5-0. Unanimous vote in favor.
- 9) **Discuss and take action on the future of Harmony engine #2.** No action.

10) **Discuss and take action on preparation of 1099 for bookkeeping/clerical services.** Motion by Michael Kuza and second by Scott Mischnick to give Terri Ross the authority to prepare the 1099 for bookkeeping/clerical services. Motion carried 5-0. Unanimous vote in favor.

11) **Pay the City of Gilmer for dispatching services for the month of November, 2021.** Motion by Michael Kuza with a second by Cloddie Henson to pay the City of Gilmer for dispatching services for the month of November, 2021 in the amount of \$3,000.00. Motion carried 5-0. Unanimous vote in favor.

12) **Pay the first quarterly installment to the Upshur County Appraisal District.** Motion by David Tackett with a second by Scott Mischnick to pay the first quarterly installment to the Upshur County Appraisal District in the amount of \$5,324.72. Motion carried 5-0. Unanimous vote in favor.

13) **Pay the first quarterly installments to the contracting city departments.** Motion by David Tackett with a second by Scott Mischnick to pay the first quarterly installments to the City of Gilmer in the amount of \$22,500.00; City of Big Sandy in the amount of \$7,500.00; and City of Gladewater in the amount of \$11,000.00. Motion carried 5-0. Unanimous vote in favor.

14) **Pay bills for the Upshur County Emergency Services District as submitted and approved.** Motion was made by David Tackett and second by Cloddie Henson to pay the following bills as submitted. Motion carried 5-0. Unanimous vote in favor.

East Texas Fuel Injection	\$ 3,950.59
ETEX Telephone	\$ 104.95
Terri Ross (November Bookkeeping/Clerical)	\$ 750.00

15) **Pay bills for all individual fire departments excluding Bettie, Pleasant Grove and Simpsonville as submitted and approved.** Motion by Cloddie Henson and second by Michael Kuza to pay the bills submitted as follows. Motion carried 5-0. Unanimous vote in favor.

Ewell VFD	\$ 1,284.30
Harmony VFD	\$ 623.92
Pritchett VFD	\$ 1,470.44
West Mountain VFD	\$ 4,721.27

Motion by Michael Kuza with a second by Scott Mischnick to pay Glenwood VFD in the amount of \$4,425.96. Motion carried 5-0. Unanimous vote in favor.

- 16) **Pay bills for Bettie VFD as submitted and approved.** Motion by Cloddie Henson and second by David Tackett to pay Bettie VFD bills in the amount of \$7,858.64. Motion carried 4-0 with Michael Kuza abstaining.
- 17) **Pay bills for Pleasant Grove VFD as submitted and approved.** Motion by Michael Kuza and second by Cloddie Henson to pay Pleasant Grove VFD in the amount of \$11,061.37. Motion carried 4-0 with Scott Mischnick abstaining.
- 18) **Pay bills for Simpsonville VFD as submitted and approved.** No bills submitted.
- 19) **Take action on any insurance claim pay outs to rural departments.** No action taken.
- 20) **Discuss and take action on any grant reimbursement requests submitted.** No action taken.
- 21) **Budget Amendments.** None.
- 22) **Items to be considered for next month's agenda.** Uniform budget; Lafayette station; Awards; Recruitment; ESD#2 agreement; Reimbursement for firemen getting their Class B exempt license; and bank signature card.
- 23) **Adjournment.** Motion by Cloddie Henson and second by Scott Mischnick to adjourn. Motion carried 5-0. Unanimous vote in favor.

  
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Presiding Officer Signature  
Title: president

Date: 1-10-2022