

FILED  
TERRI ROSS  
COUNTY CLERK

**UPSHUR COUNTY EMERGENCY SERVICES DISTRICT NO. 1**

P.O. Box 1432, Gilmer, Texas 75644

2024 OCT -9 PM 1:48

October 14, 2024

6:00 P.M.

UPSHUR COUNTY, TX.

BY T. Ross  
DEPUTY

Upshur County Courtroom

Temporary Upshur County Courthouse, 150 E. Jefferson, Gilmer, Texas 75644

**NOTICE OF PUBLIC MEETING**

Notice is hereby given that the Board of Commissioners of the **UPSHUR COUNTY EMERGENCY SERVICES DISTRICT NO. 1** will hold a meeting on **OCTOBER 14, 2024 at 6:00 P.M.** at the following location: Upshur County Courtroom, Temporary Upshur County Courthouse, 150 E. Jefferson, Gilmer, Texas 75644.

The subjects to be discussed or considered or upon which any formal action may be taken are listed below. Items do not have to be taken in the same order as shown on this meeting notice. Unless removed from the consent agenda, items identified within the consent agenda will be acted on at one time.

Pursuant to Policy Number 3 of the Upshur County Emergency District No. 1, anyone wishing to address the Board must sign up on the provided sign-up sheet along with the items they wish to speak about prior to the meeting being called to order. Individual members of the public may address the Board for a maximum of 3 minutes on any matter. Members of the public may collectively address the Board for a total of 30 minutes on any single matter. Individuals may address the Board once per item. No formal action, discussion, deliberation, or comment will be made for items not on this agenda. Any individual wishing to speak during a particular agenda item after the public comment section must wait to be recognized by the chairperson. It is the Board's discretion to hear any comment from individuals on agenda items after the public comment section.

1. Call to order and establish quorum
2. Public comment
3. Announcements:
  - A. Update on ESD coverage map
  - B. Update on Harmony station
  - C. Discuss radio frequency list and time line
  - D. Update regarding the new credit card account for the Upshur County ESD #1
4. Consent agenda items:
  - A. Approval of the minutes of the September 9, 2024 and September 16, 2024 meetings.
  - B. Accounts Payable
  - C. Reimburse rural fire departments for invoices submitted
5. Discuss and take action to adopt a Rollover Policy.

6. Discuss and take action to pay TCMC this month's draw of \$97,112.00 minus the 10% retainage of \$9,712.00 which equals the amount of \$87,400.00 for the new construction of the Harmony VFD station.
7. Discuss and take action on the 2024-2025 contracts as follows:
  - A. Dispatching contract with City of Gilmer;
  - B. Mutual aid contract with Upshur County ESD #2;
  - C. Interlocal Agreements for Emergency Services with the City of Gilmer, City of Big Sandy, and City of Gladewater;
  - D. Agreements for Providing Emergency Services with Bettie VFD, East Mountain VFD, Ewell VFD, Harmony VFD, Pleasant Grove VFD, Pritchett VFD, Simpsonville VFD, and West Mountain VFD.
8. Discuss and take action to execute the audit engagement letter with Heard, Mcelroy & Vestal, LLC.
9. Discuss and take action to execute the change of auditor letter to former accountant.
10. Discuss and take action to execute the engagement letter with Karen Jacks, CPA.
11. Discuss and take action to renew Property/Casualty and Accident/Sickness policies with VFIS and approve payment.
12. Discuss and take action to identify encumbrances committed for building for FYE 2024 for bookkeeping purposes.
13. Discuss and take action on adoption of the Internal Revenue per-diem and mileage tables to be used for travel by Board members and Administrator for ESD business.
14. Discuss and take action on TESRA retirement paperwork needed for member information registration and pension board creation.
15. Discuss and take action to pay monthly for the Google account by auto draft from ESD #1 checking account.
16. Discuss and take action on any insurance claim payouts to rural departments.
17. Discuss and take action on any grant reimbursement requests submitted.
18. Discuss and take action on any budget amendments.
19. Discuss and take action on items to be considered for next month's agenda.
20. Adjournment.

UPSHUR COUNTY EMERGENCY  
SERVICES DISTRICT NO. 1

By: Kenny Southwell (SR)  
Kenny Southwell, President

This Meeting Notice and Agenda was filed with the County Clerk's Office, posted at the Upshur County courthouse bulletin board, and posted on the District's website at least 72 hours prior to the meeting.

UPSHUR COUNTY EMERGENCY SERVICES  
DISTRICT NO. 1 BOARD OF COMMISSIONERS  
Kenny Southwell – President  
Scott Mischnick – Vice-President  
Ray Cook - Secretary/Asst. Treasurer  
Brian Jones – Treasurer/Asst. Secretary  
Anthony Depaepe

*The Board may retire to Executive Session any time between the meetings opening and adjournment for the purpose of consultation with legal counsel pursuant to Chapter 551.071 of the Texas Government Code and/or discussion of real estate acquisition pursuant to Chapter 551.072 of the Texas Government Code and/or personnel matters pursuant to Chapter 551.074 of the Texas Government Code. Action, if any, will be taken in open session.*