

UPSHUR COUNTY EMERGENCY SERVICES DISTRICT NO. 1

SEPTEMBER 9, 2024

6:00 P.M.

MINUTES

The regular meeting of the Upshur County Emergency Services District No. 1 Board of Commissioners was held on September 9, 2024, in the Upshur County Courtroom, Upshur County Courthouse, 150 E. Jefferson Street, Gilmer, Texas.

The District considered and acted upon the following matters:

- 1) **Call to order and establish quorum.** The meeting was called to order at 6:00 p.m. by Kenny Southwell and a quorum was present with Kenny Southwell, Scott Mischnick, Ray Cook, Anthony Depaepe, and Brian Jones being present.
- 2) **Public Comment.** Scott Mischnick announced that the Board is looking into purchasing new dispatching software and described a few of the features of the different software that they had viewed recently. The Board will be bringing in the different vendors at future meetings to show the different programs available.
- 3) **Announcements:**
 - A. **Update on ESD coverage map**
 - B. **Update on Harmony station**
 - C. **Radio Frequency**

Kenny Southwell gave an update on the Harmony station. He announced that the slab and driveway have been poured and the building is on order.

Ray Cook gave an update on the radio frequency. He announced that the ESD has obtained a radio frequency and are awaiting the hard copy of the license in the mail. He further announced that the Board will be setting up times and dates to program the radios.

- 4) **Consent agenda items:**
 - A. **Minutes of the August 8, 2024 regular meeting and the August 21, 2024 Public meeting.**
 - B. **Accounts Payable**
 1. **City of Gilmer (August Dispatching)** \$ 3,000.00
 2. **Terri Ross (August Bookkeeping/Clerical)** \$ 750.00
 3. **Terri Ross (Additional meetings)** \$ 1,000.00
 4. **ETEX (Draft)** \$ 103.95
 5. **Swepco (Draft)** \$ 23.23

6. City of Gilmer (4 th qtr installment)	\$22,500.00
7. City of Big Sandy (4 th qtr installment)	\$ 8,750.00
8. City of Gladewater (4 th qtr installment)	\$ 8,750.00
9. Upshur County Appraisal District (4 th qtr)	\$ 9,951.09
10. Goode Bros. (AC Repair Bill)	\$ 535.01
11. Commercial Electronics (Annual maintenance)	\$ 1,350.00
C. Pay rural fire departments for invoices submitted	
1. Bettie VFD	\$ 9,334.62
2. East Mountain VFD	\$15,576.28
3. Ewell VFD	\$ 3,085.91
4. Pleasant Grove VFD	\$ 2,232.61
5. Simpsonville VFD	\$ 3,953.72
6. West Mountain VFD	\$ 5,649.08

Scott Mischnick made a motion to approve item A) Minutes and item B) Accounts Payable of \$49,036.77 and item C) 2,3,and 4. Scott Mischnick made a motion to amend his motion of the accounts payable value to \$56,713.28. Ray Cook made a second to the motion. Motion carried 5-0. Unanimous vote in favor.

5) Discuss and set an October meeting date to change over radio frequencies.

Kenny Southwell announced that there will be a meeting set in October for all of the departments to change over the radio frequencies.

Kenny Southwell announced that the ESD will be purchasing a new fire reporting software. There will also be a new CAD system at the Gilmer Fire station with the new data.

Marc Nichols also announced that the new maps should be ready for the next meeting.

6) Discuss and take action to purchase a new antenna and cable install for Simpsonville Mountain repeater.

Motion by Brian Jones with a second by Anthony Depaepe that we contract with Inter-County Communications in the amount of \$5,695.00 to replace the cable and antenna at the Simpsonville Mountain repeater. Motion carried 5-0. Unanimous vote in favor.

7) Discuss and take action to adopt a Capital Funding Policy and Rollover Policy.

Brian Jones made a motion to approve the Capital Funding Policy and Rollover Policy as presented with the removal of item 5) and the last paragraph. Scott Mischnick made a second to the motion. Motion did not carry. This matter will be tabled to next month meeting.

8) Discuss and take action to pay TCMC in the amount of \$147,625.38 as partial payment for the new construction of the Harmony VFD station.

Motion by Scott Mischnick with a second by Anthony Depaepe to pay TCMC in the amount of \$147,625.38 as partial payment for the new construction of the Harmony VFD station. Motion carried 5-0. Unanimous vote in favor.

9) Discuss and take action to open a credit card account for the Upshur County ESD#1.

Motion by Brian Jones with a second by Scott Mischnick to open a credit card account for the Upshur County ESD #1. Motion carried 5-0. Unanimous vote in favor.

11) Discuss and take action to purchase two CAD licenses and two computers.

Motion by Scott Mischnick with a second by Brian Jones to purchase the necessary hardware and software and two licenses and connectivity and services necessary to support the use of two CAD computers at a total not to exceed \$3,000.00. Motion carried 5-0. Unanimous vote in favor.

12) Discuss and take action regarding the purchase of the chassis, bed and skid unit for Ewell VFD.

Penny Neighbours with Ewell VFD advised the Board that they have decided on the Danko skid unit in the amount of \$20,010.00; Top Hat chassis in the amount of \$6,145.00; and Ford F550 from Bill Knight Ford in the amount of \$62,920.00. Motion by Ray Cook with a second by Scott Mischnick to approve the purchase of the chassis, bed and skid unit as selected by Ewell VFD in an amount not to exceed \$95,000.00. Motion carried 5-0. Unanimous vote in favor.

13) Discuss and take action on any insurance claim payouts to rural departments.

A. West Mountain VFD (Final draw) \$37.45

Motion by Brian Jones with a second by Scott Mischnick to pay West Mountain VFD as their final draw from insurance proceeds in the amount of \$37.45. Motion carried 5-0. Unanimous vote in favor.

14) Discuss and take action on any grant reimbursement requests submitted.

A. Simpsonville VFD \$4,914.69

Motion by Scott Mischnick with a second by Anthony Depaepe to approve the grant reimbursement for Simpsonville VFD in the amount of \$4,914.69. Motion carried 5-0. Unanimous vote in favor.

15) Discuss and take action on any budget amendments. No action.

10) Discuss and review the 2024-2025 contracts as follows:

A. Dispatching contract with City of Gilmer;

B. Mutual aid contract with Upshur County ESD #2;

C. Contract for Firefighting Contracts with the City of Gilmer, City of Big Sandy, and City of Gladewater;

D. Contracts for Firefighting Services with Bettie VFD, East Mountain VFD (Station 1 and 2), Ewell VFD (Station 1 and 2), Harmony VFD, Pleasant Grove VFD, Pritchett VFD, Simpsonville VFD (Station 1 and 2), and West Mountain VFD.

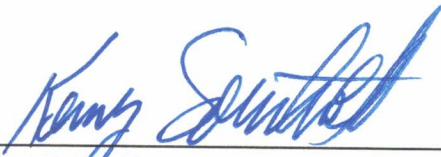
E. Interlocal Agreement with the Upshur County Sheriff's Department.

Kenny Southwell handed out the rough draft contracts prepared by the ESD attorney for review. He suggested that they email any questions ready to be discussed at a Special meeting to be held September 16, 2024. No action.

Kenny Southwell announced that the departments are to provide a list of their drivers to the ESD Board by October for insurance.

Brian Jones stressed that the departments provide and pay Workers Compensation insurance for their members. Kenny Southwell reminded the departments to also have their members fill out their beneficiary forms.

16) Adjournment. Meeting adjourned at 7:25 p.m.



Presiding Officer Signature

Title:

President

Date:

10-14-2024