

UPSHUR COUNTY EMERGENCY SERVICES DISTRICT NO. 1

FEBRUARY 12, 2024

7:00 P.M.

MINUTES

The regular meeting of the Upshur County Emergency Services District No. 1 Board of Commissioners was held on February 12, 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) **Open meeting.** The meeting was opened at 7:00 p.m. by Kenny Southwell.
- 2) **Call meeting to order, Roll Call of Board and establish quorum.** Kenny Southwell called the meeting to order. Kenny Southwell determined a quorum with Kenny Southwell, Scott Mlschnick, Anthony Depaepe, Brian Jones, and Ray Cook being present.
- 3) **Announcements:**
 - A. **Update on Repeater;**

Kenny Southwell announced that everything has been ordered and they had met with Big Sandy City Council and they voted to approve the Interlocal Agreement. Electrical work will need to be done on the building and our license approved for that repeater channel.
 - B. **Gladewater contract update;**

Kenny Southwell announced that he tried to reach out to the Fire Chief but that he was out of the country.
 - C. **Appreciation to Ewell VFD;**

Kenny Southwell thanked Penny Neighbours and the Ewell VFD for the hard work they put in with filing the claim for the accident of January 1, 2024 and also the help with working with Anthony Depaepe in getting the substation repaired.
 - D. **Appreciation to West Mountain VFD regarding training.**

Josh Bardwell explained the reason behind the most recent training that they held to bring their members up to the required training level. He further stated that West Mountain VFD now has 12 members trained at to the technician level and 2 members at the operations level.
- 4) **Public comment.** None
- 5) **Consider and take action on approval of:**
 - A. The minutes of the meetings held January 8, 2024 and January 23, 2024;

- B. Correction to the minutes of the meeting held November 13, 2023;
- C. Accounts payable.

ETEX Telephone	\$ 104.95
Terri Ross (January Bookkeeping/Clerical)	\$ 750.00
City of Gilmer (January Dispatching)	\$ 3,000.00
Terri Ross (Reimbursement office supplies)	\$ 74.48
The Carlton Law Firm (2 invoices)	\$ 1,603.37
Motorola Solutions, Inc. (5 invoices)	\$74,990.44
SAFE-D (District Membership)	\$ 1,100.00
Gilmer Mirror (Ad for Notice – Physical Address)	\$ 6.00
Holiday Inn Irving (SAFE-D conference)	\$ 1,569.48

Scott Mlschnick made a motion with a second by Ray Cook to approve Items 5A-C. Motion carried 5-0. Unanimous vote in favor.

- 9) **Discuss and take action if necessary, regarding the proposal with Siddons-Martin.** Logan Peninger, Assistant Manager of the Longview office, presented the proposed contract with Siddons-Martin which would basically allow the ESD to lock in the rate annually in case of a rate increase during the year. He further stated that there is no cost associated with signing the contract. Motion by Brian Jones with a second by Anthony Depaepe to enter into an agreement with Siddons-Martin Emergency Group on the guaranteed contract for a period of three years. Motion carried 4-0 with Ray Cook abstaining.

- 6) **Discuss and take action regarding the Texas Comptroller Annual Financial Information Reporting Requirement.** Scott Mischnick made a motion with a second by Brian Jones to authorize the Treasurer or his representative to complete the Texas Comptroller Annual Financial Information Report. Motion carried 5-0. Unanimous vote in favor.


- 7) **Discuss and take action on the required paperwork regarding the claim submitted by Ewell VFD for the 2003 Ford brush truck.** Brian Jones announced that he would sign the necessary paperwork regarding this claim. Ray Cook made a motion with a second by Scott Mischnick to sign the authorization appointing Brian Jones as the authorized signor for the documents related to this claim and submit the required documents to the insurance company. Motion carried 5-0. Unanimous vote in favor.

- 8) **Discuss and take action on repairs to the Ewell substation, including the purchase of lights and millings or gravel.** Anthony Depaepe announced that he had received two bids for millings and two bids for electrical work for the drive and lighting at the Ewell substation. The ESD has a budget of \$9,000.00 to go towards the repairs to this substation. Motion by Ray Cook with a second by Brian Jones to allow the work to be done as shown on the quotes from Tex Construction, LLC for millings in the amount of \$3,280.00 and Elliott Electric for electrical work in the amount of \$1,423.24. Motion carried 5-0. Unanimous vote in favor.

- 10) **Discuss and take action regarding grant funds for last year's radios.** No action.
- 11) **Discuss and take action to pay bills for Bettie VFD as submitted and approved.** Motion by Scott Mischnick and second by Anthony Depaepe to pay Bettie VFD bills in the amount of \$624.31. Motion carried 5-0. Unanimous vote in favor.
- 12) **Discuss and take action to pay bills for East Mountain VFD (station #1 and station #2) as submitted and approved.** No bills submitted.
- 13) **Discuss and take action to pay bills for Ewell VFD as submitted and approved.** Motion by Scott Mischnick with a second by Brian Jones to pay Ewell VFD bills in the amount of \$2,788.68. Motion carried 5-0. Unanimous vote in favor.
- 14) **Discuss and take action to pay bills for Harmony VFD as submitted and approved.** No bills submitted.
- 15) **Discuss and take action to pay bills for Pleasant Grove VFD as submitted and approved.** Motion by Kenny Southwell with second by Brian Jones to pay Pleasant Grove VFD bills in the amount of \$678.66. Motion carried 4-0 with Scott Mischnick abstaining.
- 16) **Discuss and take action to pay bills for Pritchett VFD as submitted and approved.** Motion by Scott Mischnick with second by Anthony Depaepe to pay Pritchett VFD bills in the amount of \$559.56. Motion carried 5-0. Unanimous vote in favor.
- 17) **Discuss and take action to pay bills for Simpsonville VFD as submitted and approved.** Motion by Scott Mischnick with a second by Ray Cook to pay Simpsonville VFD bills in the amount of \$18,787.22. Motion carried 5-0. Unanimous vote in favor.
- 18) **Discuss and take action to pay bills for West Mountain VFD as submitted and approved.** Motion by Scott Mischnick with a second by Brian Jones to pay West Mountain VFD bills in the amount of \$3,523.59. Motion carried 5-0. Unanimous vote in favor.
- 19) **Discuss and take action on any insurance claim pay outs to rural departments.** West Mountain VFD submitted invoices in the amount of \$9,779.65 for repairs to the station from the insurance claim for damages to the station of August 17, 2023. Motion by Ray Cook with a second by Scott Mischnick to pay West Mountain VFD in the amount of \$9,779.65 as their first draw out of the insurance proceeds. Motion carried 5-0. Unanimous vote in favor.
- 20) **Discuss and take action on any grant reimbursement requests submitted.** Simpsonville VFD submitted a grant reimbursement request for fire rescue equipment from the Texas Forest Service in the amount of \$20,000.00 which 10% would be \$2,000.00. Motion by Scott Mischnick with a second by Brian Jones to pay Simpsonville VFD in the amount of

\$2,000.00 from the grant reimbursement fund based on successful completion of their HB 2604 grant for fire rescue equipment. Motion carried 5-0. Unanimous vote in favor.

- 21) **Discuss and take action on any budget amendments.** None.
- 22) **Items to be considered for next month's agenda.** Budget amendment for the radio line item; Update regarding Ewell VFD insurance claim
- 23) **Adjournment.** Meeting adjourned at 8:21 p.m.



Presiding Officer Signature
Title: President

Date: 3-11-2024