

UPSHUR COUNTY EMERGENCY SERVICES DISTRICT NO. 1

APRIL 13, 2026

6:00 P.M.

MINUTES

The regular meeting of the Upshur County Emergency Services District No. 1 Board of Commissioners was held on April 13, 2026, in the Upshur County Courtroom, Temporary 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, Brian Jones, Scott Mischnick, Raymond Cook, and Garon (Gig) Wade being present.
- 2) **Public Comment.** No public comment.
- 3) **Announcements.**
 - A. **Financial Update.**
 - B. **Paid-On-Call Update.**
 - C. **Departments to report on their progress on Grants.**
 - D. **Dispatching report.**

Brian Jones gave a Financial update and announced the checking account balance of \$352,127.00 and the savings account has a balance of \$2.1 million. He also announced that the Financial Statement as of February 28, 2026 shows that we budgeted for \$1.72 and we have collected \$1,651,523.00 in taxes.

Raymond Cook gave an update regarding the Dispatching issues. He said that ETCOG and 911 are still working on resolving the issues with the map. The Chiefs presented different issues that they are dealing with for Raymond Cook to look into.

Kenny Southwell made an announcement to the Chiefs to remind them to get their grant paperwork submitted to the State and then get the reimbursement request forms submitted with receipts to the ESD when the grant is closed.

Kenny Southwell also announced that we have a fuel card with Voyager. We finalized the paperwork and we should be getting the fuel cards within the next 5-6 business days. There will be a fuel card for each one of the trucks. There will be a Pin number assigned to each card.

- 4) **Consent agenda items:**
- A. Consider approving Minutes of March 9, 2026 meeting.
 - B. Consider approving Accounts Payable items.
 - C. Consider approving reimbursements to departments for invoices submitted for the month of February 2026.
 - D. Consider approving expenditures, if any, purchased with the ESD's credit card and authorize payment for the credit card invoice due on or about April 12, 2026.

Motion by Scott Mischnick with a second by Brian Jones to approve consent agenda items A-D including the addendum to the Accounts Payable to include the invoice from Heard, McElroy & Vestal in the amount of \$471.89. Motion passed; 5 For and 0 Against.

- 4) **Discuss and set the first budget meeting for the month of May.** Kenny Southwell announced that we will have our first budget meeting to be held with our regular May meeting set for May 11, 2026. The Chiefs are encouraged to make sure that they come and bring any of their budget requests to the Board and/or email requests to the Board email.
- 5) **Discuss and consider taking action to pay the invoice to First In Public Safety Solutions as the final invoice for the Harmony Pumper, Pump Test, and UL Certification in the amount of \$214,945.00.** Motion by Brian Jones with a second by Raymond Cook to approve payment of the invoice to First In Public Safety Solutions as the final invoice for the Harmony Pumper, Pump Test, and UL Certification in the amount of \$214,945.00. Motion passed; 5 For and 0 Against.
- 6) **Discuss and consider taking action to purchase the handheld radios as set out in the current budget line item.** Motion by Raymond Cook with a second by Scott Mischnick to approve the purchase of the handheld radios in the amount of \$39,998.78 (not to exceed \$40,000.00 as set out in the budget line item). Motion passed; 5 For and 0 Against.

Kenny Southwell updated those present regarding the repeater Grant that the ESD has applied for. He announced what will have to be done once the Grant is awarded for the repeaters.

- 7) **Discuss and consider taking action to purchase 20 Tait High Capacity Batteries from Inter County Communications as set out in the quote as presented in the amount of \$2,579.80.** Raymond Cook made a motion with a second by Brian Jones to approve the purchase of 20 Tait High Capacity Batteries from Inter County Communications in the amount of \$2,579.80. Motion passed; 5 For and 0 Against.
- 8) **Discuss and consider taking action regarding the new licensing for the new repeaters.** Raymond Cook announced that we have \$4,500.00 in the present budget to purchase the necessary licenses for the additional repeaters. He asked that he be given approval to purchase the initial licensing for those repeaters once we get notified that we are approved for the Grant. Motion by Raymond Cook to approve the purchase of the radio licenses and

any appropriate coordination in an amount not to exceed \$4,500.00 once we get the notice of the approval for the Grant. Brian Jones made a second to the motion. Motion passed; 5 For and 0 Against.

9) **Discussion only regarding the sales tax election consultants to make a presentation at the May or June meetings of the Upshur County ESD #1**

Kenny Southwell informed the Chief officers that in the next 3-5 years we will have to have extended revenue resources. He continued to say that inflation has eat up about 30% of the department's total revenue. We have .03 on the table in property tax to go to .10 or we can have the sales tax. He explained to the Chiefs that if the ESD goes for the sales tax, we are done for the next 20-30 years. He further stated that at the next meeting, we are going to bring a consultant in and they will discuss what it will take to get the sales tax election. He further stated that from the day we announce it, the Board cannot discuss it anymore. The Chiefs and the departments will be the ones that discuss this with their communities. He further stated that it will take a lot of work on the fire departments. We have a two year window to get the sales tax. He encouraged all of the departments to be at the meeting when the consultant is here.

10) **Discuss and consider taking action on any grant acceptance and grant reimbursement requests submitted.**

- a) Pritchett VFD Emergency APP Grant.
- b) Ewell VFD PPE Grant.
- c) Harmony VFD PPE Grant.

Pritchett VFD submitted an Emergency APP grant totaling \$15,000.00. Pritchett VFD has exceeded the amount that they had to pay in. Pritchett VFD is asking for reimbursement of the \$5,440.42 to go back into his budget. Chief Fell also asked for the 10% reimbursement for getting the Grant. There was discussion regarding the reimbursement of 10% for getting the Grant. It was determined that this Emergency Grant is a 100% Grant so there would not be a reimbursement of the 10%. The Board announced that the ESD decided to do the percentage rather than the flat \$2,500.00. Scott Mischnick made a motion with a second by Garon (Gig) Wade to reimburse Pritchett VFD in the amount of \$5,440.42 to go back into his budget. Motion passed; 5 For and 0 Against.

Ewell VFD did not have their grant reimbursement ready to submit at this time.

Harmony VFD also asked to pass this until the next meeting.

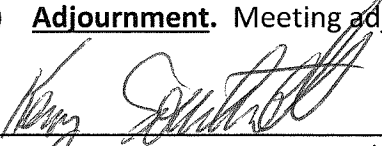
11) **Discuss and consider taking action on any insurance claim payouts to rural departments.**

None

12) **Discuss and consider items for next month's agenda.** East Mountain VFD announced that they would be submitting a grant reimbursement.

13) **Discuss and consider taking action to continue this meeting to another location to view a building located at 687 State Hwy. 155N, Gilmer, Texas 75644.** Meeting was moved to the building located at 687 State Hwy. 155N, Gilmer, Texas 75644.

14) **Adjournment.** Meeting adjourned.



Presiding Officer Signature
Title: President

Date: 5-11-26

ACCOUNTS PAYABLE:

1)	Upshur County Sheriff (April dispatching services)	\$ 3,000.00
2)	Terri Ross (March services)	\$ 850.00
3)	The Carlton Law Firm (Legal services)	\$ 351.50
4)	Card Service Center	\$ 1,184.88
	a. Marriott Riverwalk	\$960.72
	b. Sophos	\$112.08
	c. Sophos	\$112.08
5)	ETEX (Draft)	\$ 103.95
6)	Swepco (Draft)	\$ 22.71

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