

# UPSHUR COUNTY EMERGENCY SERVICES DISTRICT NO. 1

AUGUST 14, 2023

7:00 P.M.

## MINUTES

The regular meeting of the Upshur County Emergency Services District No. 1 Board of Commissioners was held on August 14, 2023, 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 Michael Kuza.
- 2) **Call meeting to order, Roll Call of Board and establish quorum.** Michael Kuza called the meeting to order. Michael Kuza determined a quorum with Michael Kuza, Scott Mischnick, Kenny Southwell and Cloddie Henson being present. Bobby Jenkins arrived at 7:13 p.m.
- 3) **Public comment.** None
- 4) **Consider and take action on approval of:**
  - A. The minutes of the previous meetings;
  - B. Accounts payable.

Kenny Southwell made a motion with a second by Scott Mischnick to approve the minutes of July 10, 2023 and July 31, 2023 as written. Motion carried 4-0. Unanimous vote in favor.

Kenny Southwell made a motion with a second by Cloddie Henson to pay the following bills:

ETEX Telephone	\$ 104.95
Terri Ross (July Bookkeeping/Clerical)	\$ 750.00
City of Gilmer (July Dispatching)	\$ 3,000.00

Motion carried 4-0. Unanimous vote in favor.

- 5) **Discuss and take action regarding insurance costs and ways to reduce costs.** Discussion combined with item 8).
- 8) **Discuss and take action to start the process of liquidating older fire apparatus.** Michael Kuza had obtained a list of the vehicles that ESD #1 has insured with VFIS. The departments need to look over the list to help determine where some of these vehicles are located. Bobby Jenkins made a motion with a second by Cloddie Henson to authorize

Michael Kuza to contact Auctioneer Express to see what they could do with the Lafrance and ladder trucks. Motion carried 5-0. Unanimous vote in favor.

- 6) **Discuss and take action regarding a policy for alcohol in reference to insurance.**  
Discussion only. Michael Kuza encouraged the departments to add an alcohol policy to their by-laws.
- 7) **Discuss and take action regarding the repairs and re-purposing the engine from Glenwood to Ewell.** Kenny Southwell made a motion with a second by Cloddie Henson to have the older engine from the Glenwood station checked out and move to the Lafayette or Ewell station. ~~Motion carried with 2 for and 3 abstained.~~

*Motion died for lack of second. MK  
9-19-23*

- 9) **Discuss and take action regarding property, equipment, and liens at Glenwood station.**  
Pass to next meeting.

- 10) **Discuss and take action for purchasing burn ban banners for the county fire departments.**  
No action.

- 11) **Discuss and take action regarding the nomination of a Director to the Board of Directors of the Upshur County Appraisal District.** Motion by Bobby Jenkins with a second by Kenny Southwell to nominate the current directors who are Brandon Dodd, Mike Spencer, Richard Gage, David Fontenot, and John Ussery. Motion carried 5-0. Unanimous vote in favor.

- 12) **Discuss and take action regarding payment for the voice recorder located at the Gilmer Fire Station.** Chief Taylor presented an invoice to the Board from Commercial Electronics in the amount of \$1,350.00 as the annual maintenance fee for the voice recorder located at the Gilmer Fire Station. Motion by Kenny Southwell with a second by Cloddie Henson to pay the amount of \$337.50 as ¼ of the total amount upon receipt of invoice. Motion carried 5-0. Unanimous vote in favor.

- 13) **Budget Discussion.** No action.

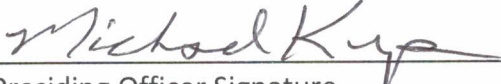
- 14) **Discuss and take action to set the proposed tax rate by record vote.** Motion by Scott Mischnick with a second by Cloddie Henson to set the proposed tax rate at .0700 per \$100 valuation. Votes:

Michael Kuza	<u>    X    </u>	(For)	<u>                    </u>	(Against)
Bobby Jenkins	<u>    X    </u>	(For)	<u>                    </u>	(Against)
Kenny Southwell	<u>    X    </u>	(For)	<u>                    </u>	(Against)
Scott Mischnick	<u>    X    </u>	(For)	<u>                    </u>	(Against)
Cloddie Henson	<u>    X    </u>	(For)	<u>                    </u>	(Against)

- 15) **Set public hearing to adopt the budget and set the tax rate.** Public Hearing set for August 29, 2023 at 5:00 p.m. with the Budget Hearing set for 5:30 p.m.

- 16) **Discuss and take action to pay bills for Bettie VFD as submitted and approved.** Motion by Bobby Jenkins with a second by Cloddie Henson to pay Bettie VFD bills in the amount of \$1,242.77. Motion by Kenny Southwell with a second by Bobby Jenkins to pay Bettie VFD in the amount of \$1,242.77 with the overage to be an advance on next year's budget. Motion carried 4-0 with Michael Kuza abstaining.
- 17) **Discuss and take action to pay bills for East Mountain VFD (station #1 and station #2) as submitted and approved.** Motion by Kenny Southwell with a second by Scott Mischnick to pay East Mountain VFD bills as submitted in the amount of \$2,109.50 for Station #1 and \$15.86 for Station #2. Motion carried 5-0. Unanimous vote in favor.
- 18) **Discuss and take action to pay bills for Ewell VFD as submitted and approved.** Motion by Kenny Southwell with a second by Cloddie Henson to pay Ewell VFD bills in the amount of \$1,697.16. Motion carried 5-0. Unanimous vote in favor.
- 19) **Discuss and take action to pay bills for Harmony VFD as submitted and approved.** Not paid as bills were submitted late.
- 20) **Discuss and take action to pay bills for Pleasant Grove VFD as submitted and approved.** Motion by Cloddie Henson and second by Bobby Jenkins to pay Pleasant Grove VFD bills in the amount of \$2,561.70. Motion carried 4-0 with Scott Mischnick abstaining.
- 21) **Discuss and take action to pay bills for Pritchett VFD as submitted and approved.** Motion by Cloddie Henson and second by Bobby Jenkins to pay Pritchett VFD bills in the amount of \$6,993.56. Motion carried 5-0. Unanimous vote in favor.
- 22) **Discuss and take action to pay bills for Simpsonville VFD as submitted and approved.** No bills submitted.
- 23) **Discuss and take action to pay bills for West Mountain VFD as submitted and approved.** Motion by Cloddie Henson and second by Scott Mischnick to pay West Mountain VFD bills in the amount of \$541.66. Motion carried 5-0. Unanimous vote in favor.
- 24) **Discuss and take action on any insurance claim pay outs to rural departments.** Two checks were received from VFIS for claims paid for damages to West Mountain VFD. Kenny Southwell made a motion with a second by Scott Mischnick to deposit the checks in the amounts of \$20,470.56 and \$5,319.65 into the ESD checking account until further action. Motion carried 5-0. Unanimous vote in favor.
- 25) **Discuss and take action on any grant reimbursement requests submitted.** Bettie VFD was awarded a PPE grant in the amount of \$20,000.00. Motion by Kenny Southwell with a second by Scott Mischnick to reimburse Bettie VFD in the amount of \$2,000.00 as 10% of the grant award. Motion carried 5-0. Unanimous vote in favor.

- 26) **Discuss and take action on any budget amendments.** Motion by Kenny Southwell with a second by Scott Mischnick to move \$422.52 from retained earnings to radio maintenance to balance the overage in this line item. Motion carried 5-0. Unanimous vote in favor.
- 27) **Items to be considered for next month's agenda.** Items #7 and #9 (combine as 1 item) and #5, #6 and #8 (combine as 1 item)
- 28) **Adjournment.** Meeting adjourned at 8:28 p.m.

  
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Presiding Officer Signature  
Title: President

Date: 9-19-23