

# UPSHUR COUNTY EMERGENCY SERVICES DISTRICT NO. 1

SEPTEMBER 19, 2023

4:30 P.M.

## MINUTES

The regular meeting of the Upshur County Emergency Services District No. 1 Board of Commissioners was held on September 19, 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 4:30 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, Bobby Jenkins, and Cloddie Henson being present. Kenny Southwell was absent.

**Public comment.** Michael Kuza discussed the pump test schedule with the departments in attendance. The Board advised the departments that there would be one invoice paid by the ESD and the costs would be deducted from the department's budget.

- 3) **Consider and take action on approval of:**

- A. The minutes of the previous meetings;
- B. Accounts payable.

Cloddie Henson made a motion with a second by Scott Mischnick to approve the minutes as written with the exception of August 14, 2023 item 7) which needs to be corrected to reflect that the motion dies for lack of a second. Motion carried 4-0. Unanimous vote in favor.

Scott Mischnick made a motion with a second by Cloddie Henson to pay the following bills:

ETEX Telephone	\$ 104.95
Terri Ross (August Bookkeeping/Clerical)	\$ 750.00
City of Gilmer (August Dispatching)	\$ 3,000.00
VFIS (Renewal Accident & Sickness Policy)	\$ 8,022.00
Upshur County Appraisal District (4 <sup>th</sup> qtr)	\$ 5,895.36
City of Gilmer (4 <sup>th</sup> qtr)	\$22,500.00
City of Big Sandy (4 <sup>th</sup> qtr)	\$ 8,750.00
City of Gladewater (4 <sup>th</sup> qtr)	\$ 8,750.00
Gilmer Mirror	\$ 189.75

Motion carried 4-0. Unanimous vote in favor.

- 4) **Discuss and take action regarding dispatching guidelines.** No action. Pass this item to September 26, 2023 agenda.
- 5) **Discuss and take action on the Contract for Dispatching Services Between the City of Gilmer and Upshur County Emergency Services District #1.** No action. Pass this item to September 26, 2023 agenda.
- 6) **Discuss and take action on the Contract for Services Between the Upshur County Emergency Services District #1 and the Upshur County Emergency Services District #2.** No action. Pass this item to September 26, 2023 agenda.
- 7) **Discuss and take action on the Contracts for Fire Fighting Services between the ESD #1 and the fire departments in the district.** No action. Pass this item to September 26, 2023 agenda.
- 8) **Discuss and take action on the Contracts for Fire Fighting Services between the ESD #1 and the cities of Big Sandy, Gilmer, and Gladewater.** No action on the Gilmer contract. Pass this item to September 26, 2023 agenda.

Scott Mischnick made a motion to accept the Contracts for Fire Fighting Services between the ESD #1 and the cities of Big Sandy and Gladewater with the changes to the wording on the front page to change "Jaws of Life" to "extrication" and to remove 8) on the Guidelines attached. Motion carried 4-0. Unanimous vote in favor.

- 9) **Discuss and take action regarding insurance costs and ways to reduce costs, including a policy for alcohol, and process to start liquidating older fire apparatus.** No action. Pass this item to September 26, 2023 agenda.
- 10) **Discuss and take action regarding the repairs and re-purposing the engine from Glenwood to Ewell, and other property, equipment and liens at Glenwood station.** Motion by Cloddie Henson with a second by Bobby Jenkins to re-purpose the 1991 engine located at the Glenwood station to move to the Ewell station. Motion carried 4-0. Unanimous vote in favor.


Terry Conyers had presented the Board with a delinquency notice to Gilmer National Bank for the Glenwood note to Gilmer National Bank past due since June in the amount of \$20,309.12. Motion by Bobby Jenkins with a second by Cloddie Henson to pay the past due note payment to Gilmer National Bank in the amount of \$20,309.12.

Motion by Bobby Jenkins with a second by Cloddie Henson to amend his motion to pay the past due note out of retained earnings. Motion to amend carried 3-1.

Motion to pay the past due note payment to Gilmer National Bank in the amount of \$20,309.12 to be paid out of retained earnings carried 3-1.

- 11) **Discuss and take action regarding the Gilmer tanker repair bill.** No action.
- 12) **Discuss and take action to pay bills for Bettie VFD as submitted and approved.** No bills submitted.
- 13) **Discuss and take action to pay bills for East Mountain VFD (station #1 and station #2) as submitted and approved.** Motion by Scott Mischnick with a second by Cloddie Henson to pay East Mountain VFD (station 1) in the amount of \$486.71. Motion carried 4-0. Unanimous vote in favor. Motion by Cloddie Henson with a second by Scott Mischnick to pay East Mountain VFD (station 2) in the amount of \$5,270.27 out of next year's budget. There was discussion regarding the purchase of 6 tires by East Mountain VFD (station 2) in the amount of \$3,200.00. East Mountain VFD only needs 4 of those tires and there will be 2 spare tires available for any other department should any other department need the two tires. There will need to be a budget amendment discussion at the time the budget is discussed to credit East Mountain VFD (station 2) in the amount of \$1,066.00. Motion carried 4-0. Unanimous vote in favor.
- 14) **Discuss and take action to pay bills for Ewell VFD as submitted and approved.** Motion by Scott Mischnick with a second by Bobby Jenkins to pay Ewell VFD bills in the amount of \$18,177.97. Motion carried 4-0. Unanimous vote in favor.
- 15) **Discuss and take action to pay bills for Harmony VFD as submitted and approved.** Motion by Scott Mischnick with a second by Bobby Jenkins to pay Harmony VFD bills in the amount of \$1,354.73. Motion carried 4-0. Unanimous vote in favor.
- 16) **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 \$533.83. Motion carried 3-0 with Scott Mischnick abstaining.
- 17) **Discuss and take action to pay bills for Pritchett VFD as submitted and approved.** Motion by Scott Mischnick and second by Cloddie Henson to pay Pritchett VFD bills in the amount of \$4,623.65. Motion carried 4-0. Unanimous vote in favor.
- 18) **Discuss and take action to pay bills for Simpsonville VFD as submitted and approved.** No bills submitted on time. Pass to agenda on September 26, 2023 for payment.
- 19) **Discuss and take action to pay bills for West Mountain VFD as submitted and approved.** Motion by Scott Mischnick and second by Bobby Jenkins to pay West Mountain VFD bills in the amount of \$606.46. Motion carried 4-0. Unanimous vote in favor.
- 20) **Discuss and take action on any insurance claim pay outs to rural departments.** No action.

- 21) Discuss and take action on any grant reimbursement requests submitted. No action.
- 22) Discuss and take action on any budget amendments. No action.
- 23) Items to be considered for next month's agenda. Items #4, #5, #6, #7, #9, Glenwood property, equipment and liens, and discuss and take action on ESD paying for DOT tires for East Mountain (station 2)
- 24) Adjournment. Meeting adjourned at 5:52 p.m.

  
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Presiding Officer Signature  
Title: President

Date: 9-26-23