

UPSHUR COUNTY EMERGENCY SERVICES DISTRICT NO. 1

JUNE 26, 2023

4:00 P.M.

MINUTES


A Special meeting of the Upshur County Emergency Services District No. 1 Board of Commissioners was held on June 26, 2023, in the Upshur County Courtroom, Upshur County Courthouse, 100 W. Tyler Street, Gilmer, Texas.

The District considered and acted upon the following matters:

- 1) **Open meeting.** The meeting was opened at 4:00 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, Bobby Jenkins, and Cloddie Henson being present.
- 3) **Public comment.** None
- 4) **Hear from Marc Nichols, Upshur County Emergency Management Coordinator, regarding radio grant and take action if necessary.**
Marc Nichols announced to the Commissioners that Homeland Security has a grant specific to Volunteer Fire Departments for funding of portable radios in the amount of \$19,500.00. Marc Nichols advised the Commissioners that after talking with all volunteer fire departments in the ESD #1, he determined that there was a need for 60 portable radios, 18 mobile radios, and a digital radio for dispatching at Gilmer Fire Station. He has received a quote for 32 portable radios, 4 mobile radios, and 1 dispatch radio for \$97,611.32. He suggested that the Board fund the difference of \$78,111.32. Motion by Kenny Southwell with a second by Cloddie Henson to fund the difference of \$78,111.32 in order to secure the grant and purchase radios for the departments. Motion carried 5-0. Unanimous vote in favor.
- 5) **Discuss and take action on adopting guidelines for dispatch.** Bracy Sweat, West Mountain VFD, spoke to the Commissioners regarding his concerns with dispatch guidelines. Proposed guidelines were read. Motion by Kenny Southwell with a second by Bobby Jenkins to adopt the guidelines as read with the additional wording regarding the Monday night test page at 6:00 p.m. Motion carried 5-0. Unanimous vote in favor.
- 6) **Discuss and take action regarding annual policy/questionnaire for departments.** Proposed questionnaire for departments was read. It was stressed to those present that the

questionnaire and budgets need to be submitted to the Commissioners for review by October 1st. No further action.

- 7) **Discuss and take action to pay bills for Bettie VFD as submitted and approved.** Motion by Cloddie Henson with a second by Kenny Southwell to pay Bettie VFD bills in the amount of \$9,609.47. Motion carried 3 for – 1 against and 1 abstaining.
- 8) **Discuss and take action to pay bills for East Mountain VFD (station #1 and station #2) as submitted and approved.** Motion by Bobby Jenkins with a second by Scott Mischnick to pay East Mountain VFD (station #1) in the amount of \$4,226.15 and East Mountain VFD (station #2) in the amount of \$5,062.59. Motion carried 5-0. Unanimous vote in favor.
- 9) **Discuss and take action to pay bills for Simpsonville VFD as submitted and approved.** Motion by Kenny Southwell with a second by Cloddie Henson to pay Simpsonville VFD in the amount of \$1,548.37. Motion carried 5-0. Unanimous vote in favor.
- 10) **Schedule budget hearing.** No action. Set this on next month agenda.
- 11) **Adjournment.** Meeting adjourned at 5:48 p.m.



Presiding Officer Signature
Title: President

Date: 7-10-23