

# UPSHUR COUNTY EMERGENCY SERVICES DISTRICT NO. 1

AUGUST 10, 2026

6:00 P.M.

## MINUTES

The regular meeting of the Upshur County Emergency Services District No. 1 Board of Commissioners was held on August 10, 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, Scott Mischnick, Brian Jones, and Raymond Cook being present. Garon (Gig) Wade was absent.
- 2) **Public Comment.** Ray Hubbard with VFIS was present and brought training and safety materials for each department within the ESD.  
Matt Burnett with TFS gave an update on the grants as well as training schools that are coming up. He also announced the Eastman School to be held October 3<sup>rd</sup>.  
Chief Billy Joe Williams thanked the ESD as well as Bettie VFD for loaning a truck to Gilmer Fire Department while theirs was down.
- 3) **Announcements.**
  - a. **Financial Report.**  
Brian Jones announced the balances on the checking and savings account. He further announced that we are in the process of running tests with TxClass before we move a large amount of our savings to invest.  
Brian Jones welcomed Chief Vince Jones with Pritchett VFD as their new Fire Chief.  
Kenny Southwell thanked the departments for working hard to get new recruitments to their departments and working together with each other with training.  
Kenny Southwell announced that he had a great meeting with the Gilmer City Manager and Chief Williams as they worked on the contracts for the new budget year.  
Kenny Southwell advised the Chiefs that the new contracts will be mailed out this month to be approved at the September meeting.  
Kenny Southwell announced that he has been working with VFIS regarding the current list of insured vehicles and updated the ones that only need liability coverage and also set realistic values on the vehicles. He also reminded the Chiefs to make sure their active roster is accurate and to add any new members to the Accident and Sickness policy.
- 4) **Consent agenda items:**
  - a. Consider approving Minutes of July 13, 2026 and July 29, 2026 meetings.
  - b. Consider approving Accounts Payable items.

- c. Consider approving reimbursements to departments for invoices submitted for the month of June 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 August 12, 2026.

Motion by Scott Mischnick with a second by Raymond Cook to approve consent agenda items A-D. Motion passed; 4 For and 0 Against.

- 5) **Discuss and consider taking action on purchases and/or improvements to the Upshur County ESD #1 building/property located on Hwy. 155, if any.** Kenny Southwell announced that he had the water turned on by the City of Gilmer and he found 2 leaks behind the wall and got those fixed. He also had a new toilet, new sink, and new water heater installed. Kenny Southwell announced that he had received a quote from Hill Electric to get the electrical up to date in the amount of \$4,945.00. Motion was made by Kenny Southwell with a second by Raymond Cook to have Hill Electric perform the electrical services as set out in the quote in the amount of \$4,945.00. Motion passed; 4 For and 0 Against. Kenny Southwell announced he had received 3 quotes for the air conditioner but would like to get a couple more quotes before taking action at the September meeting. Kenny Southwell announced he had received a quote from Cullen Finney to remove the tree out front, grind the stump, clean up the flower beds, and mow for \$1,500.00. Motion by Raymond Cook with a second by Brian Jones to approve an amount up to \$1,500.00 for Cullen Finney to do the groundwork as discussed. Motion passed; 4 For and 0 Against.
- 6) **Discuss and consider taking action to approve the reimbursement to Pritchett VFD for the invoices submitted as expenses paid for the Upshur Fire Academy graduation dinner held at Pritchett VFD station.** Brian Jones made a motion with a second by Raymond Cook to approve the reimbursement to Pritchett VFD for hosting the Upshur Fire Academy graduation dinner in the amount of \$1,820.64. Motion passed; 4 For and 0 Against. Brian Jones announced the next class is tentatively scheduled for February.
- 7) **Discuss and consider taking action on any grant acceptance and grant reimbursement requests submitted, including but not limited to:**
- a. **Pleasant Grove VFD PPE Grant.**  
Pleasant Grove presented a PPE Grant reimbursement request in the amount of \$1,316.00 and a Slip-On Unit Grant reimbursement request in the amount of \$2,368.43. Motion by Raymond Cook with a second by Brian Jones to approve the request for reimbursement to Pleasant Grove VFD in the amount of \$1,316.00 for the PPE Grant and \$2,368.43 for the Slip-On Unit Grant. Motion passed; 3 For with Scott Mischnick abstaining.  
by a second by Brian Jones
  - Ewell VFD presented a Training Aids Grant reimbursement request in the amount of \$8,972.92. Motion by Scott Mischnick with a second by Brian Jones to approve the request for reimbursement to Ewell VFD in the amount of \$8,972.92 for the Training Aid Grant. Motion passed; 4 For and 0 Against.

Pritchett VFD presented a PPE Grant reimbursement request in the amount of \$1,081.71. Motion by Scott Mlschnick with a second by Brian Jones to approve the request for reimbursement to Pritchett VFD in the amount of \$1,081.71 for the PPE Grant. Motion passed; 4 For and 0 Against.

8) Discuss and consider taking action on insurance claim payouts. None

9) Discuss and consider items for next month's agenda. Vote to approve all contracts; Record vote to approve tax rate and final budget.

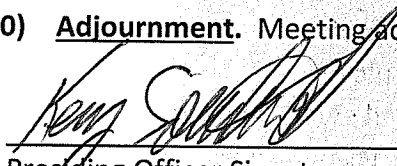
Kenny Southwell made an announcement regarding the proposed budget and the proposed tax rate of \$.07/\$100 valuation. He announced that the ESD always budgets at 98% of collections and that we have a balanced budget. He also announced that the new trucks will be coming in February or March and that the new payments are worked into the proposed budget. He further announced that the first payment will come from the funds received as reimbursement.

Kenny Southwell announced that the Gilmer Fire Department will help with pump tests in November.

Kenny Southwell passed out forms for the Departments to fill out regarding the ISO ratings. He announced that they will come in and grade us next year and the importance of getting the forms filled out to help with our ISO numbers.

Brian Jones announced that there will be a pension board meeting in the next couple of weeks.

10) Adjournment. Meeting adjourned at 7:04 p.m.

  
\_\_\_\_\_  
Presiding Officer Signature

Title: President

Date: 9-14-26

**ACCOUNTS PAYABLE:**

|    |                                                      |             |
|----|------------------------------------------------------|-------------|
| 1) | Upshur County Sheriff (August dispatching services)  | \$ 3,000.00 |
| 2) | Terri Ross (July services)                           | \$ 850.00   |
| 3) | The Carlton Law Firm                                 | \$ 218.00   |
| 4) | VFIS (Office Building insurance)                     | \$ 850.00   |
| 5) | Fife Plumbing (Plumbing work at new office building) | \$ 3,080.45 |
| 6) | Card Service Center                                  | \$ 18.00    |
|    | Lock Doc (Install Lock at new office building)       |             |
| 7) | ETEX (Draft)                                         | \$ 149.01   |
| 8) | Swepeco (Draft)                                      | \$ 43.44    |
| 9) | Upshur County TAC                                    | * 4,531.81  |

**RURAL DEPARTMENTS JUNE BILLS SUBMITTED TO BE PAID:**

|                      |             |
|----------------------|-------------|
| 1) Bettie VFD        | \$ 613.63   |
| 2) East Mountain VFD | \$ 2,978.81 |
| 3) Ewell VFD         | \$ 7,758.31 |
| 4) Harmony VFD       | \$ 4,189.88 |
| 5) Pritchett VFD     | \$ 487.45   |
| 6) Simpsonville VFD  | \$ 1,242.29 |
| 7) West Mountain VFD | \$ 3,013.33 |