

UPSHUR COUNTY EMERGENCY SERVICES DISTRICT NO. 1

JULY 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 July 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, Scott Mischnick, Brian Jones, and Garon (Gig) Wade being present. Raymond Cook was absent.
- 2) **Public Comment.** Ray Hubbard with VFIS was present and introduced himself to those that might not know him and offered to answer any questions. He announced that the Texas Mutual Safety Grant goes into place tomorrow. He also announced an EBDT Class offered in Paris, Texas.
Matt Burnett with TFS announced grants that are expiring next month. He reminded the Chiefs to file an extension on Fire Connect before they expire. He also announced that the State still has money for insurance reimbursement and the deadline for that is July 31st. He announced that August 21st will be the last round of grants for this year to be released. Brian Jones thanked Matt Burnett, Vince Jones, and others from Pritchett VFD for helping with the Fire Academy Class. He announced that it is planned to offer the next class in February at the Pritchett VFD station.
- 3) **Announcements.**
 - A. **Financial Update and Quarterly Treasurer Report for the quarter ending June 2026.**
Brian Jones announced the balances on the checking and savings account. He further announced that we are getting close to moving our money to TXClass which will draw more interest on our money being invested.
Brian Jones also asked the departments to return the retirement forms to him by August. Kenny Southwell announced that they would still consider hosting a banquet to hand out the volunteer reimbursement checks. He reminded the departments to turn in the information by October to have a check for Christmas. He also asked for the departments to be considering dates for the banquet.
- 4) **Consent agenda items:**
 - A. **Consider approving Minutes of June 8, 2026, June 10, 2026, and June 29, 2026 meetings.**
 - B. **Consider approving Accounts Payable items.**

- C. Consider approving reimbursements to departments for invoices submitted for the month of May 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 July 12, 2026.

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

- 5) Discuss and consider taking action to appoint Luana Howell, Tax Assessor/Collector, as Designated Officer to calculate the No-New Revenue Tax rate (NNR) and the Voter Approval Tax rate (VAT) and to submit the tax calculation to the Upshur County Appraisal District and post on the Upshur County website, as required by Tax Code 26.04. Motion by Brian Jones with a second by Scott Mischnick to appoint Luana Howell, Tax Assessor/Collector, as Designated Officer to calculate the No-New Revenue Tax rate (NNR) and the Voter Approval Tax rate (VAT) and to submit the tax calculation to the Upshur County Appraisal District and post on the Upshur County website. Motion passed; 4 For and 0 Against.
- 6) Discuss and consider taking action on purchases and/or improvements to the Upshur County ESD #1 building/property located on Hwy. 155, if any. A Resolution Authorizing the President and Vice-President to Execute Closing Documents in Regards to the Purchase of Property was presented to the Board at the request of U.S. Title in order to close on the property July 14, 2026. Motion to accept and sign the Resolution made by Kenny Southwell with a second by Brian Jones. Motion passed; 4 For and 0 Against. Kenny Southwell announced that the ESD will provide a Cashier's Check to U.S. Title at closing in the amount of \$321,244.83. (See Settlement Statement attached)
- 7) Discuss and consider taking action to approve the paperwork required by Sharon Water Supply and payment to get water hooked up to the Simpsonville VFD #2 station. Kenny Southwell announced that the ESD has applied to get water hooked up at the Hwy. 852 fire station (Simpsonville #2) and get a field valve there too. Motion by Garon (Gig) Wade with a second by Scott Mischnick to approve the paperwork required by Sharon Water Supply and to approve payment to Sharon Water Supply in the amount of \$3,925.00. Motion passed; 4 For and 0 Against.
- 8) Discuss and consider taking action to pay Kilgore College for invoice submitted. Brian Jones announced that the invoice was for 12 students and included t-shirts for the students as well. Motion by Kenny Southwell with a second by Garon (Gig) Wade to pay Kilgore College invoice in the amount of \$6,260.00 which is for the students that passed the course. Motion passed; 4 For and 0 Against. Kenny Southwell announced that those students that did not pass or dropped out, will be the responsibility of the departments.
- 9) Discuss and consider taking action to pay the First-In invoice for the East Mountain pumper. Motion by Scott Mischnick with a second by Brian Jones to pay the invoice to

First-In as the final payment for the East Mountain pumper in the amount of \$333,354.65.
Motion passed; 4 For and 0 Against.

10) Discuss and consider taking action regarding mechanical issues on the East Mountain engine. No action needed.

11) Discuss and consider taking action on the Texas Forest Service Grants. No action.

12) Discuss and consider taking action on any grant acceptance and grant reimbursement requests submitted, including but not limited to:

- A. Harmony Volunteer Fire Department Truck Grant.
- B. Harmony Volunteer Fire Department Training Aid Grant.
- C. Ewell Volunteer Fire Department Training Aid Grant.
- D. Pleasant Grove Volunteer Fire Department Grant.

None of the departments were ready to present their Grants at this time. No action.

13) BUDGET DISCUSSION.

Kenny Southwell announced that there are scheduled budget meetings set for July 22nd and July 29th. Kenny Southwell gave an insight as to projects that the ESD is working on in the next couple of years. He informed the departments that the budget is going to be tight. He encouraged the Chiefs to consider working towards the sales tax election. He explained the property tax increase vs. sales tax.

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

15) Discuss and consider items for next month's agenda. Scott Mlschnick announced that we need to approve the budget and set the tax rate at the August 10th meeting. Notice will need to be posted in the newspaper on August 4th. Kenny Southwell announced that the last budget meeting will be July 29th at 6:00 p.m.

16) Adjournment. Meeting adjourned.



Presiding Officer Signature
Title: President

Date: 8-10-26

UPSHUR COUNTY EMERGENCY SERVICES DISTRICT #1

RESOLUTION AUTHORIZING THE PRESIDENT AND VICE-PRESIDENT TO EXECUTE CLOSING DOCUMENTS IN REGARDS TO THE PURCHASE OF PROPERTY

WHEREAS, the Board of Commissioners of the Upshur County Emergency Services District #1, held its regular scheduled monthly meeting on Monday, July 13, 2026; and

WHEREAS, the Board of Commissioners do hereby certify and adopt the following resolution, which has not been modified or rescinded; and

BE IT RESOLVED, that Upshur County Emergency Services District #1 intends to purchase a parcel of land being 2.892 acres and building located in the William H. Hereford Survey (ABS 200) and also known as the property located at 687 State Hwy. 155, Gilmer, Upshur County, Texas 75644; and

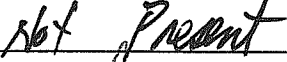
BE IT RESOLVED, that the purchase contract and closing documents in connection therewith be executed by the President, Kenny Southwell, and Vice-President, Scott Mischnick.

NOW THEREFORE, BE IT RESOLVED, that the Commissioners of the Upshur County Emergency Services District #1 do hereby certify and attest that all the information above is true and correct.

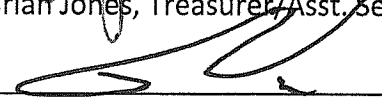
SIGNED this the 13th day of July, 2026.


Kenny Southwell, President


Scott Mischnick, Vice-President


Raymond Cook, Secretary/Asst. Treasurer


Brian Jones, Treasurer/Asst. Secretary


Garon (Gig) Wade, Member

ACCOUNTS PAYABLE:

1)	Upshur County Sheriff (July dispatching services)	\$ 3,000.00
2)	Terri Ross (June services)	\$ 850.00
3)	Terri Ross (Reimbursement – Office Supplies)	\$ 236.98
	USB Drive	\$174.99
	Copy Paper	\$ 61.99
4)	Kilgore College	\$ 6,260.00
5)	The Carlton Law Firm	\$ 1,635.00
6)	Card Service Center (Credit carried over \$73.11)	\$ 452.63
	Sam's Club (Television)	\$429.74
	Active 911	\$ 96.00
7)	Sharon Water Supply (Simpsonville #2)	\$ 3,925.00
8)	Karen A. Jacks	\$ 2,000.00
9)	Inter-County Communications (Repeater Maintenance)	\$ 1,185.00
10)	First-In Public Safety Solutions (East Mountain Pumper)	\$333,354.65
11)	ETEX (Draft)	\$ 103.95
12)	Swepco (Draft)	\$ 35.77

REIMBURSEMENTS TO DEPARTMENTS FOR MAY INVOICES PAID IN JULY:

1)	Bettie VFD	\$ 787.58
2)	East Mountain VFD	\$ 4,504.04
3)	Ewell VFD	\$ 2,372.89
4)	Harmony VFD	\$20,850.67
5)	Pritchett VFD	\$ 3,576.43
6)	Simpsonville VFD	\$ 2,383.71
7)	West Mountain VFD	\$ 1,078.90

A. U.S DEPARTMENT OF HOUSING & URBAN DEVELOPMENT SETTLEMENT STATEMENT		B. TYPE OF LOAN	
		1. ☐ FHA 2. ☐ FMHa 3. ☐ Conv. Unins 4. ☐ VA 5. ☐ Conv. Ins	
		6. FILE NUMBER: U262094	7. LOAN NUMBER:
		8. MORTGAGE INS CASE NUMBER:	
C. Note: This form is furnished to give you a statement of actual settlement costs. Amounts paid to and by the settlement agent are shown. Items marked "[POC]" were paid outside the closing; they are shown here for informational purposes and are not included in the totals. 1.0 3/98 (U262094/89)			
D. NAME AND ADDRESS OF BUYER: Upshur County Emergency Services District # 1 150 East Jefferson Street Gilmer, TX 75644		E. NAME AND ADDRESS OF SELLER: James Lee Royer, II Bethany Ruthann Smith 687 State Hwy 155 N. Gilmer, TX 75644	
F. NAME AND ADDRESS OF LENDER:			
G. PROPERTY LOCATION: 687 State Hwy 155 N. Gilmer, TX 75644 Upshur County, Texas ABS A200 HEREFORD, WILLIAM H, TRACT 428, 2.892 ACRES		H. SETTLEMENT AGENT: Tax ID: 75-1874538 Phone: (903)680-2500 U.S. Title Company, Inc. 865 US Hwy 271 N, Gilmer, TX 75644 PLACE OF SETTLEMENT: 865 US Hwy 271 N Gilmer, TX 75644	
I. SETTLEMENT DATE: July 14, 2026 DISBURSEMENT DATE: July 14, 2026			

J. SUMMARY OF BUYER'S TRANSACTION		K. SUMMARY OF SELLER'S TRANSACTION	
100. GROSS AMOUNT DUE FROM BUYER:		400. GROSS AMOUNT DUE TO SELLER:	
101. Contract sales price	325,000.00	401. Contract sales price	325,000.00
102. Personal property		402. Personal property	
103. Settlement charges to buyer (line 1400)	542.33	403.	
104.		404.	
105.		405.	
<i>Adjustments for items paid by seller in advance</i>		<i>Adjustments for items paid by seller in advance</i>	
106. City/Town taxes		406. City/Town taxes	
107. County taxes		407. County taxes	
108. Assessments		408. Assessments	
109.		409.	
110.		410.	
111.		411.	
112.		412.	
120. GROSS AMOUNT DUE FROM BUYER	325,542.33	420. GROSS AMOUNT DUE TO SELLER	325,000.00
200. AMOUNTS PAID BY OR IN BEHALF OF BUYER:		500. REDUCTIONS IN AMOUNT DUE TO SELLER:	
201. Deposit or earnest money	1,000.00	501. Excess deposit (see instructions)	
202. Principal amount of new loan(s)		502. Settlement charges to seller (line 1400)	31,179.20
203. Existing loan(s) taken subject to		503. Existing loan(s) taken subject to	
204.		504. Payoff of first mortgage loan Loan#909111	115,306.88
205.		505. Payoff of second mortgage loan	
206.		506.	
207.		507. Dep. disbursed as proceeds	
208.		508.	
209.		509.	
<i>Adjustments for items unpaid by seller</i>		<i>Adjustments for items unpaid by seller</i>	
210. City/Town taxes		510. City/Town taxes	
211. County taxes 01/01/26 to 07/14/26	3,297.50	511. County taxes 01/01/26 to 07/14/26	3,297.50
212. Assessments		512. Assessments	
213.		513.	
214.		514.	
215.		515.	
216.		516.	
217.		517.	
218.		518.	
219.		519.	
220. TOTAL PAID BY/FOR BUYER	4,297.50	520. TOTAL REDUCTION AMOUNT DUE SELLER	149,783.58
300. CASH AT SETTLEMENT FROM/TO BUYER:		600. CASH AT SETTLEMENT TO/FROM SELLER:	
301. Gross amount due from Buyer (Line 120)	325,542.33	601. Gross amount due to Seller (Line 420)	325,000.00
302. Less amount paid by/for Buyer (Line 220)	(4,297.50)	602. Less reductions due Seller (Line 520)	(149,783.58)
303. CASH FROM BUYER	321,244.83	603. CASH TO SELLER	175,216.42

L. SETTLEMENT CHARGES																
700. TOTAL COMMISSIONS Based on Price										\$	325,000.00	@	6.0000 %	19,500.00		
Division of Commission (line 700) as Follows:																
701. \$ 19,500.00 to Coldwell Banker Lenhart-Gilmer																
702. to																
703. Commission paid at settlement																
The following persons, firms or corporations received a portion of the real estate commission amount shown above:																
Wendy West															19,500.00	
704. Transaction Fee to Coldwell Banker Lenhart-Gilmer																
800. ITEMS PAYABLE IN CONNECTION WITH LOAN															195.00	
801. Loan origination fee to																
802. Loan discount to																
803. Appraisal fee to																
804. Credit report to																
805. Lender's inspection fee to																
806. Mortgage insurance application fee to																
807. Assumption fee to																
808. to																
809. to																
810. to																
811. to																
900. ITEMS REQUIRED BY LENDER TO BE PAID IN ADVANCE																
901. Interest																
902. Mortgage insurance premium for month to																
903. Hazard insurance premium for year to																
904. for year to																
905. to																
1000. RESERVES DEPOSITED WITH LENDER																
1001. Hazard insurance Months @ \$ per Month																
1002. Mortgage insurance Months @ \$ per Month																
1003. City property taxes Months @ \$ per Month																
1004. County taxes Months @ \$ per Month																
1005. Annual assessments Months @ \$ per Month																
1006. Months @ \$ per Month																
1007. Months @ \$ per Month																
1008. Months @ \$ per Month																
1100. TITLE CHARGES																
1101. Escrow Fee to U.S. Title Company, Inc.																
1102. Copies of Probate Ranyer Spencer Cause No. 6 to U.S. Title Company, Inc.											500.00				500.00	
1103. Title examination to															16.00	
1104. Title insurance binder to																
1105. Document Prep Fee to Joshua M. Black, Attorney																
1106. Notary fees to															550.00	
1107. Attorney's fees to																
(includes above item numbers:)																
1108. Owner's policy premium to U.S. Title Company, Inc.																
\$283.80 to Stewart Title Guaranty Company, \$1,608.20 to U.S. Title Company, Inc.															1,892.00	
(includes above item numbers:)																
1109. Lender's coverage																
1110. Owner's coverage \$ 325,000.00 1,892.00																
1111. Guaranty Fee (OP) to Texas Title Insurance Guaranty Association															2.00	
1112. to																
1113. Electronic Filing Fee to USTC fbo Simplifile																
1114. Tax Certificate to U.S. Title Company, Inc.											5.33				5.33	
1200. GOVERNMENT RECORDING AND TRANSFER CHARGES															10.00	
1201. Recording fees; Deed \$37.00; Mortgage ; Releases \$37.00											37.00				37.00	
1202. City/County tax/stamps; Deed ; Mortgage																
1203. State tax/stamps; Deed ; Mortgage																
1204. Recording fee(s)/Add'l Docs to USTC fbo Simplifile																
1205. to																
1300. ADDITIONAL SETTLEMENT CHARGES																
1301. Survey to Gatons Surveying & Mapping LLC																
1302. Pest/Termite inspection to																
1303. 2025 Taxes Acct# 72200 to Upshur County Tax Assessor-Collector																
1304. to															8,471.87	
1305. to																
1400. TOTAL SETTLEMENT CHARGES (Enter on Lines 103, Section J and 502, Section K)											542.33				31,179.20	