

UPSHUR COUNTY EMERGENCY SERVICES DISTRICT NO. 1

MAY 11, 2026

6:00 P.M.

MINUTES

The regular meeting of the Upshur County Emergency Services District No. 1 Board of Commissioners was held on May 11, 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, Raymond Cook, and Garon (Gig) Wade being present. Brian Jones was absent.
- 2) **Public Comment.** No public comment.
- 3) **Announcements.**
 - A. **Financial Update.**
 - B. **Departments to report on their progress on Grants.**
 - C. **Dispatching report.**

Brian Jones was not present to give the Financial update.

Kenny Southwell thanked those that have been working on their Grants.

Kenny Southwell announced that they are still trying to get things worked out with dispatch. He announced that they are getting a recommendation module for their CAD system. He thanked the departments for their patience as they continue to resolve the dispatch issues.

- 4) **Consent agenda items:**
 - A. **Consider approving Minutes of April 13, 2026 meeting.**
 - B. **Consider approving Accounts Payable items.**
 - C. **Consider approving reimbursements to departments for invoices submitted for the month of March 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 May 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 the possible purchase of the property on Hwy 155.** Kenny Southwell announced that they accepted their offer of \$325,000.00 as of today on the property. He stated that we will still need title searches, legal involved, and surveys done. Motion by Raymond Cook that we authorize the President and Vice-President to move forth on negotiations on the property on Hwy. 155 with good faith effort. Garon (Gig) Wade made a second to the motion. Motion passed; 4 For and 0 Against.
- 6) **Discuss and consider the purchase of the new software interface between Central Square (CAD) and Emergency Networking (RMS) in the amount of \$5,521.42.** Motion by Raymond Cook to purchase the new software interface between Central Square (CAD) and Emergency Networking (RMS) in the amount of \$5,521.42. Scott Mischnick made a second to the motion. Motion passed; 4 For and 0 Against.
- 7) **Discuss and consider taking action to purchase a new TV with roller base in an amount not to exceed \$850.00.** Motion by Kenny Southwell with a second by Scott Mischnick to approve the purchase of a new TV with roller base in an amount not to exceed \$850.00. Motion passed; 4 For and 0 Against.
- 9) **Disperse fuel cards and discuss proposed new fuel policy.** Kenny Southwell gave a brief explanation regarding the use of the new fuel cards. He further announced that the Board is working on a new fuel policy. He further announced that there will be an email sent out to the Chiefs regarding the use of the cards and who and where to call should they run into any issues. It was further announced that the departments will need to deduct the fuel charges from their monthly reports.
- 11) **Discuss and consider taking action on any grant acceptance and grant reimbursement requests submitted.**
- A. East Mountain PPE Grant.
 - B. Ewell VFD PPE Grant and Repair/Replacement of Essential Equipment.
 - C. Harmony VFD PPE Grant.

Ewell VFD submitted a PPE Grant totaling \$25,000.00 and asked for a total reimbursement of \$26,316.00. Ewell VFD submitted a Repair/Replacement of Essential Equipment Grant totaling \$15,000.00 and asked for a total reimbursement of \$8,480.03. East Mountain VFD submitted a PPE Grant totaling \$25,000.00 and asked for a total reimbursement of \$26,813.87.

Harmony VFD pulled their Grant as they are waiting on invoices and will submit at a later meeting.

Motion by Scott Mischnick to approve the two Ewell grant forms and the East Mountain grant form as submitted. Raymond Cook made a second to the motion. Motion passed; 4 For and 0 Against.

- 8) **Budget Workshop**
 - A. Insurance coverage numbers
 - B. Paid on Call
 - C. Part time paid
 - D. Response plan module for dispatch
 - E. Known cost entries

Kenny Southwell announced that the Board will have a regular Budget Workshop on Wednesday, June 10th, at 6:00 p.m. Kenny Southwell announced that insurance has gone up quite considerably in the last few years. He further stated that we should continue to downsize on the amount of vehicles that we have insured. He also announced that we are still working on the paid on call and part time paid. He explained that there are a lot of rules involved in the paid on call. He advised that we can't pay you by the hour for you to be paid on call. The stipends must come from the department. He went on to say that there are rules that have limited the amount that a paid on call fireman can earn and it cannot exceed a percentage of the highest paid fireman in the county. He announced that it is being worked on and we will have another presentation later as we continue to work on the budget. He also announced that we are working on the response plan module for dispatch.

- 10) **Discuss and consider taking action to add language on current VFD contracts**
 - A. Approval of Chief of Department
 - B. Show the equipment held by each Department

Kenny Southwell announced that this was talked about at SAFE-D. SAFE-D is recommending these be added to the contracts.

- 12) **Discuss and consider taking action on any insurance claim payouts to rural departments.**
None

- 13) **Discuss and consider items for next month's agenda.**

- 14) **Adjournment.** Meeting adjourned at 6:50 p.m.

Presiding Officer Signature
Title: _____

Date: _____

ACCOUNTS PAYABLE:

1)	Upshur County Sheriff (May dispatching services)	\$ 3,000.00
2)	Terri Ross (April services)	\$ 850.00
3)	Terri Ross (Reimbursement – Postage)	\$ 15.60
4)	VFIS	\$ 3,203.00
5)	Karen Jacks (February and March services)	\$ 2,000.00
6)	Card Service Center	\$ 110.09
	a. Hover \$19.19	
	b. Late Fee \$25.00	
	c. Finance Charge \$65.90	
7)	ETEX (Draft)	\$ 103.95
8)	Swepco (Draft)	\$ 24.68