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) **<u>Discuss and consider taking action regarding mechanical issues on the East Mountain engine</u>.** No action needed.

11) **<u>Discuss and consider taking action on the Texas Forest Service Grants</u>.** No action.

12) **<u>Discuss and consider taking action on any grant acceptance and grant reimbursement requests submitted, including but not limited to</u>:**
    - **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) **<u>BUDGET DISCUSSION.</u>**

    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) **<u>Discuss and consider taking action on insurance claim payouts</u>.** None

15) **<u>Discuss and consider items for next month's agenda</u>.** Scott Mischnick 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) **<u>Adjournment</u>.** Meeting adjourned.

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Presiding Officer Signature

Title: ______________________________ Date: ______________________