



JIM WELLS COUNTY EMERGENCY SERVICE DISTRICT # 1 REGULAR MEETING AGENDA MINUTES – August 13, 2024

Notice is hereby given that a regular monthly meeting of the Board of Commissioners of Jim Wells County Emergency Services District #1 was held on Tuesday August 13, 2024, at 7:00 p.m. at the Abel Perez Fire House (APFH) located at 101 FM 1540 in Sandia, Texas 78383 for the following purposes.

1. CALL TO ORDER AND DETERMINATION OF A QUORUM

Meeting was called to order by Board President Abraham Aguilar at 7:05 pm. Commissioners present were Patrick Carter, Diana Hernandez and Karin Knolle. Commissioner not present was Mathew Schmidt. Business Administrator, Brien Nicolau, joined via phone. The firefighters present were Asst. Fire Chief David Bradfute, Captain Ron Cole, Lieutenant Melinda Molina, Safety Officer Isaiah Pena, Gilbert Medrano, Liza Ochoa, Joe Pena, and Alan Johnston. Fire Chief Henry Barajas, joined via phone.

2. PUBLIC COMMENT

There was no public comment

3. INVITED GUEST SPEAKERS and/or VISITORS IN ATTENDANCE

There were no guest speakers

4. SECRETARY'S REPORT

- i. Commissioner Carter made a motion to accept the minutes of July 16, 2024, meeting as presented. Commissioner Knolle seconded the motion. Motion passed unanimously.

5. TREASURER'S REPORT

- i. Mr. Nicolau presented the Treasurer's Report. The beginning ESD #1 balance was \$68,639.10. The total for cleared checks and payments was \$14,086.95, total deposits were \$1,370.27, which included \$2.73 in interest, this brings the statement ending balance to \$55,922.42. The total for uncleared checks and new pending transactions was \$ 7,436.53, resulting in an ending register balance of \$ 48,485.89. Commissioner Hernandez made a motion to accept the report as presented. Commissioner Carter seconded the motion. Motion passed unanimously.

6. SVFD COMMAND STAFF REPORT

- i. Fire Chiefs Incident, Operations, Vehicle, and APFH Maintenance Reports July 2024.
Asst. Chief Bradfute reported that for July 2024 the Main Station had 0 call outs. All Units are in service currently.
- ii. Station 2 Report.
There were two call outs for Substation on FM 534. Unit is in service
- iii. Safety Officers Report.
Safety Officer Pena reported that there were no injuries for July. The life jackets and helmets for Unit 8 should be in by the end of the month.

7. NEW BUSINESS– Discuss, consider, and take action regarding:

- i. SVFD reforming SVFD Board and becoming a Contracted Service Provider to the ESD.
This will not be discussed during the ESD meeting but rather at a meeting of SVFD personnel.



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- ii. Insurance and legal protection for drivers of ESD and SVFD fire apparatus.

Mr. Nicolau checked with the insurance company, and they stated that anybody that is driving one of the units is fully covered while they are in the process of doing ESD SVFD business. Unless the driver is negligent. Also, it appears that you do not have to have a CDL to drive the trucks.

- iii. Purchase of fire extinguishers for each apparatus and one for Station 2.

Asst Chief Bradfute has a quote for 8 fire extinguishers, but he still wants to research other places for a better price. Commissioner Knolle made a motion to have a budget of \$2,000 to be able to get 8 fire extinguishers. Commissioner Carter seconded the motion. Motion passed unanimously.

- iv. Renewing EAP contract for the 2024-2025 budget year.

Commissioner Carter made a motion to not renew this insurance because it is not being utilized by our members. Commissioner Hernandez seconded the motion. Motion passed unanimously.

- v. Consider taking action regarding 2024-25 budget.

The commissioners went over the budget and discussed various line items. It was also proposed to consider raising the tax-rate by \$0.10 per \$100 valuation to be able to cover the new budget.

- vi. Establishment of a travel policy for attending conferences and training meetings.

Mr. Nicolau asked for this item to be tabled for later.

8. OLD BUSINESS (Items tabled for further deliberation, updates, and/or action, or review of quotes/information)

- i. Update on establishing a Priority Projects list to present to perspective donors.

Commissioner Schmidt and firefighter Medrano are still working on this. Nothing to report yet.

- ii. Update on Sure Fire Recovery Services.

Mr. Nicolau is still having trouble contacting and speaking with someone with this company so it will be tabled till later.

- iii. Update on new website.

Mr. Nicolau said there are no updates at this time.

- iv. Update on utilization of the Respirator Fit Testing Program.

Chief Barajas said that no one has gone to this class yet.

9. PENDING ITEMS (Items previously approved or in process)

- i. Update on planning for future disaster events.

Firefighter Pena stated that he is working on different options. Mr. Medrano was able to get 2 quotes for the use of a generator. The first one is from Site Pro for a charge of \$900/month, second is from Sunbelt Rental for a charge of \$2,840/month. He is also working on getting a couple of quotes for purchasing a generator. He is going to check with Cummins and Kubota for purchase options. Commissioner Knolle made a motion to go ahead and get a generator rental agreement with Site Pro in case of a hurricane coming, until we get more information on purchasing a generator. Commissioner Carter seconded the motion. Motion passed unanimously.



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- ii. Update on development of Roles and Responsibilities, Operational, and Organizational SOPs for the JWCESD#1/SVFD.

No updates currently.

- iii. Discuss, consider, and take action on establishing a financial operating procedure for the maintenance and operation of the Search and Rescue Vessel, Unit 8.

No updates currently.

- iv. Update on possible driveway repairs to the APFH by Precinct 3 Commissioners office to repair damage to APFH well caused by Precinct 3 workers.

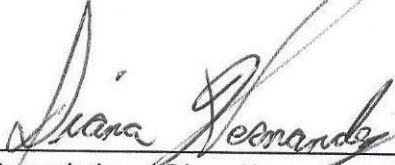
No updates currently.

- v. Update on progress for the acquisition of a mini pumper/rescue apparatus and possible funding opportunities.

No updates currently.

10. ADJOURNMENT

Commissioner Knolle made a motion to adjourn the meeting and Commissioner Carter seconded the motion. Motion passed unanimously. Commissioner Aguilar adjourned the meeting at 8:43 pm.



Commissioner Diana Hernandez, Secretary
Jim Wells County ESD #1

Date Submitted

9-10-24