



# JIM WELLS COUNTY EMERGENCY SERVICE DISTRICT # 1

## REGULAR MONTHLY MEETING – October 14, 2025

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 October 14, 2025, 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

The meeting was called to order by Board President Abraham Aguilar at 7:04 pm. Commissioners present were Patrick Carter, Karin Knolle, and Diana Hernandez. Business Administrator, Brien Nicolau, joined via phone. Firefighters present were Fire Chief David Bradfute, Asst. Fire Chief Joe Pena, Captain Ron Cole, and Lieutenant Gilbert Medrano.

### 2) PUBLIC COMMENT

No Public Comment.

### 3) INVITED GUEST SPEAKERS and/or VISITORS IN ATTENDANCE

No Invited Guests or Visitors.

### 4) SECRETARY'S REPORT

Commissioner Carter made a motion to accept the minutes from September 9, 2025, as presented. Commissioner Knolle seconded the motion. Motion passed unanimously.

### 5) TREASURER'S REPORT

The beginning ESD #1 statement balance for September 2025 was \$107,953.90. Total cleared checks and payments were \$12,460.60, total deposits were \$1,642.06, which included \$4.54 in interest. This brings the statement ending balance to \$ 97,135.36. The total for uncleared checks and new pending transactions was \$1,541.81, resulting in an ending register balance of \$ 95,593.55 on September 30, 2025. Uncleared transactions after September 30, 2025, were \$7,363.26, this makes the register balance \$88,230.29 as of October 03, 2025. Commissioner Hernandez made a motion to accept the financial report as presented for September 2025. Commissioner Carter seconded the motion. Motion passed unanimously.

### 6) SVFD COMMAND STAFF REPORT

#### I. Fire Chiefs Incident, Operations, Vehicle, and APFH Maintenance Reports September 2025.

Chief Bradfute presented the report for September 2025. APFH responded to 6 total calls and Sandia 534 Substation responded to 1 call. All Units are in service except Unit 5, it needs transmission work. Commissioner Carter made a motion to approve work to be done on Unit 5 not to exceed \$ 20,000, Commissioner Hernandez seconded the motion. Motion passed unanimously.

##### a) Update on the installation of a new radio system for Jim Wells County.

Chief Bradfute checked with Lance Brown and the system is supposed to be ready by January 2026.

#### II. Safety Officers Report.

##### a) Selection of a new Safety Officer.

Firefighters plan on electing someone at next meeting.



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

- I. Consider engagement of an auditor to perform Fiscal Year 2025 audit;

Commissioner Knolle made a motion to get Raul Hernandez to perform this service. Commissioner Hernandez seconded the motion. Motion passed unanimously.

- II. Review and approve quarterly investment report for the FY25 4th quarter;

Commissioner Knolle stated there are no investments to report on. Balance at end of September 2025 to end the quarter was \$88,230.29 in the checking account. Commissioner Hernandez made a motion to accept the quarterly investment report for FY25 4<sup>th</sup> Quarter as presented; Commissioner Carter seconded the motion. Motion passed unanimously.

- III. Discuss required training hours for Commissioners;

Commissioners are required to have 6 hours of training for a 2-year period. Several Commissioners need to attend the upcoming SAFE-D convention in 2026.

- IV. Consider attending the Texas State Association of Fire and Emergency Services District (SAFE-D) Annual Conference in the 1st Quarter of next year;

Information for the meeting is on the SAFE-D website and Commissioners need to sign up in November 2025

- V. Purchase toolbox for APFH;

Chief Bradfute had a quote from Home Depot for a toolbox for APFH. Commissioner Carter made a motion to approve the purchase of a toolbox from Home Depot for \$1,098.00. Commissioner Knolle seconded the motion. Motion passed unanimously.

- VI. Purchase 2 reciprocating saws (Unit 2 and Unit 4);

Commissioner Carter made a motion to approve the purchase of 2 chainsaws from Q Rental Inc for \$395.18. Commissioner Hernandez seconded the motion. Motion passed unanimously.

Commissioner Knolle made a motion to approve the purchase of 2 reciprocating saws from Home Depot for \$1,166.34. Commissioner Carter seconded the motion. Motion passed unanimously.

- VII. Purchase first aid kits for all units;

Commissioner Knolle made a motion to approve the purchase of 9 first aid kits from Grainger for \$951.30 (\$105.70/each). Commissioner Carter seconded the motion. Motion passed unanimously.

- VIII. Purchase of large tow strap and shackles;

Commissioner Carter made a motion to approve the purchase of 4 tow straps and 4 shackles for \$542.00. Commissioner Hernandez seconded the motion. Motion passed unanimously.



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- IX. Discuss use of grant funds for trucks and equipment should grants be approved.

Chief Bradfute stated that 2 grants have been approved, one for \$300,000 and one for \$45,000. The \$300,000 grant is for a water tender. Chief Bradfute stated that they would like to downgrade that grant from a water tender grant to a large brush truck grant, since a water tender has just been purchased for APFH. If the downgrade is approved, then that grant would be for \$265,000 for a large brush truck. Chief Bradfute had a quote from Deep South Fire Trucks for a large brush truck and with modifications added to it for fire department, the cost would be \$290,000, so JWC ESD #1 would have to pay the difference of \$25,000. If this is approved, when the brush truck is delivered full payment will be expected. Then Texas Forrest Services will come to inspect the truck and if approved they will send a check for \$265,000. Commissioner Hernandez made a motion to approve the grant for \$265,000 for a large brush truck and \$25,000 to be paid by JWC ESD#1 for a total of \$290,000 for a large brush truck from Deep South Fire Trucks. Commissioner Knolle seconded the motion. Motion passed unanimously. Chief Bradfute stated that the second grant was for \$45,000 and it is an Equipment Grant. They want to use it to purchase a slip-on unit for Unit 5 and that would make Unit 5 ready to be used as a mutual aid truck after they make modifications to Unit 5. Commissioner Carter made a motion to accept the grant for \$45,000 to be used to buy a slip-on unit for Unit 5. Commissioner Knolle seconded the motion. Motion passed unanimously.

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

- I. Final update on purchase/Installation of a coffee bar for the turnout room.

Asst. Fire Chief Pena stated that everything has been set up, and the coffee bar is ready.

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

- I. Update on SFFMA membership for all active volunteer firefighters.

Mr. Nicolau stated that membership starts on January 1<sup>st</sup> so he is getting paperwork ready, and it will be ready to go.

- II. Update on purchase of volunteer firefighter badges, name plates, and official firefighter ID cards.

Item was tabled.

- III. Update on planning for future disaster events.

Ongoing. No updates.

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

Ongoing. No updates.

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

Ongoing. No updates.



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- VI. Update on the establishment of a travel policy for attending conferences and training meetings.  
Ongoing. No updates.
- VII. Update on website.  
Ongoing. No updates.

**10) ADJOURNMENT**

Commissioner Carter made a motion to adjourn the meeting. Commissioner Hernandez seconded the motion. Motion passed unanimously. Commissioner Aguilar adjourned the meeting at 8:04 pm.

Date Submitted 11-12-2025

Commissioner Diana Hernandez, Secretary

Jim Wells County ESD #1