



## JIM WELLS COUNTY EMERGENCY SERVICE DISTRICT # 1 REGULAR MONTHLY MEETING MINUTES – April 08, 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 April 08, 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

Meeting was called to order by Board President Abraham Aguilar at 7:10 pm. The commissioners present were Patrick Carter, Matthew Schmidt and Diana Hernandez. Commissioner Karin Knolle was not present. Business Administrator, Brien Nicolau, joined via phone. Firefighters present were Fire Chief David Bradfute, Asst. Fire Chief Joe Pena and Captain Ron Cole.

### 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 Schmidt made a motion to accept the minutes from March 11, 2025, meeting as presented. Commissioner Carter seconded the motion. Motion passed unanimously.

### 5. TREASURER'S REPORT

Mr. Nicolau presented the Treasurer's Report. The beginning ESD #1 balance for March 2025 was \$149,948.40. Total for cleared checks and payments was \$9,100.05, total deposits were \$27,678.85, which included \$6.95 in interest. This brings the statement ending balance to \$168,527.20. The total for uncleared checks and new pending transactions was \$462.47, resulting in an ending register balance of \$168,064.73 for March 2025. Register balance as of 04-06-2025 was \$173,837.96.

Commissioner Schmidt made a motion to accept the report as presented for March 2025. Commissioner Hernandez seconded the motion. Motion passed unanimously. Mr. Nicolau also presented a 6-month Budget vs. Actuals Report. So far everything is looking good, tax collections have been coming in a timely manner.

### 6. SVFD COMMAND STAFF REPORT

#### i. Fire Chiefs Incident, Operations, Vehicle, and APFH Maintenance Reports March 2025.

Chief Bradfute presented that in March 2025 there were 6 total calls and Sandia 534 Substation responded to 3 of those calls also. Unit 1 is in service, Unit 2 is in service, but it is having transmission issues, and it is being worked on, Unit 3 is in service, Unit 4 is in service, Unit 5 is in service and relocated to Substation until Unit 2 is completely fixed. Unit 6 is out of service, located at Substation for water storage, Unit 7 & Unit 8 are in service.

##### a) Update on Training Program utilization.

Chief Bradfute stated that they are still working on the program.

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

Asst. Chief Pena stated there was no update at this time.

#### ii. Station 2 Report.

Captain Cole said everything is good at Station 2, the door has been fixed

#### iii. Safety Officers Report.

Chief Bradfute stated there is no report at this time.



## **JIM WELLS COUNTY EMERGENCY SERVICE DISTRICT # 1 REGULAR MONTHLY MEETING MINUTES – April 08, 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 April 08, 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.

- a) Update on utilization of the Respirator Fit Testing Program.

No update, and this item was asked to be taken off future agendas while they investigate another vendor and program.

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

No new business at this time.

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

- i. Update on the purchase of batteries for Jaws of Life equipment.

Chief Bradfute is waiting for another bid currently. The Genesis batteries that are needed cost \$1,250 each. They are still researching and looking for replacement batteries.

- ii. Update on the purchase of dress shirts for Commissioners.

Commissioner Schmidt stated that he should be able to get all the dress shirts for the Commissioners for under \$200 total.

- iii. Update on purchase of generator.

Mr. Nicolau is still doing research on this but also realized that we will need a transfer switch on the side of the building for the generator. Chief Bradfute will also try to get information.

- iv. Resolution Regarding Investment Policy, Strategies, Guidelines and Management Practices for District and Designate Investment Officer;

Mr. Nicolau asked for this to be tabled.

- v. Adoption of records management program; including

- a) Order Establishing Records Management Program, Appointing Management Office, and appointing Public Information Coordinator, and

- b) Declaration of Compliance with Records Scheduling requirements of the local Government Records Act.

Mr. Nicolau asked for this to be tabled.

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

- i. Update on planning for future disaster events.

Asst. Chief Pena stated that he is currently working on getting information for a generator. He is also looking into getting information about purchasing a Conex building for firefighters to be able to store items.

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

Commissioner Schmidt will continue to work on this.



## JIM WELLS COUNTY EMERGENCY SERVICE DISTRICT # 1 REGULAR MONTHLY MEETING MINUTES – April 08, 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 April 08, 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.

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

Asst. Chief Pena stated they are still working on this.

- iv. Update on the establishment of a travel policy for attending conferences and training meetings.

Mr. Nicolau said there is no update on this item.

- v. Update on website.

Mr. Nicolau stated there is no update on this item.

### 10. ADJOURNMENT

Commissioner Carter made a motion to adjourn the meeting and Commissioner Hernandez seconded the motion. Motion passed unanimously. Commissioner Aguilar adjourned the meeting at 7:37 pm.

A handwritten signature in black ink, appearing to read "Diana Hernandez". The signature is written over a horizontal line.

Date Submitted

5-13-25

Commissioner Diana Hernandez, Secretary