



## JIM WELLS COUNTY EMERGENCY SERVICE DISTRICT # 1 REGULAR MONTHLY MEETING MINUTES – June 10, 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 June 10, 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 7:07 pm. The Commissioners present were Patrick Carter, Matthew Schmidt and Diana Hernandez. Commissioner Karin Knolle was not present. Business Administrator, Brien Nicolau, was not able to join the meeting. Firefighters present were Fire Chief David Bradfute and Asst. Fire Chief Joe Pena.

### 2. PUBLIC COMMENT ([Resolution Regarding Public Participation at Open Meetings](#))

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 the May 13, 2025, meeting as presented. Commissioner Hernandez seconded the motion. Motion passed unanimously.

### 5. TREASURERS REPORT

The beginning ESD #1 statement balance for May 2025 was \$172,264.25. Total for cleared checks and payments was \$ 28,314.60, total deposits were \$ 5,928.24, which included \$ 6.62 in interest. This brings the statement ending balance to \$ 149,877.89. The total for uncleared checks and new pending transactions was \$ 117.50, resulting in an ending register balance of \$149,760.39 on May 30, 2025. Uncleared transactions after May 30, 2025, were \$8,496.90, this makes the register balance of \$141,263.49 as of June 6, 2025.

Commissioner Schmidt made a motion to accept the report as presented for May 2025. Commissioner Carter seconded the motion. Motion passed unanimously.

### 6. SVFD COMMAND STAFF REPORT

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

Chief Bradfute presented the report for May 2025. There were 4 total calls and Sandia 534 Substation responded to 1 call. He stated that all Units are in service except Unit 6 is out of service and located at Substation for water storage. Generator is in service and also waiting for a transfer switch to be installed by Roy Aguilar.

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

Chief Bradfute stated that an individual is taking some of the courses and they are also looking into grants to pay for further education.

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

Chief Bradfute stated that he checked with Lance Brown and the radio system is still scheduled to be ready by September.

##### c) Update on repairs to water storage tank.

Chief Bradfute stated that all repairs have been completed. Waiting on parts to add a few more things to it, but the tank is repaired.



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- d) Update on installation of AC in Unit 3.

Just waiting for Roy Aguilar to go pick up the parts.

- ii. Station 2 Report.

No report currently.

- iii. Safety Officers Report.

- a) Selection of a new Safety Officer.

Chief Bradfute stated that they will have a vote for a new Safety Officer on June 16.

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

- a) SFFMA membership for all active volunteer firefighters.

Chief Bradfute stated that all the firefighters would like to receive these benefits, but the motion was tabled until the July 8<sup>th</sup> meeting pending more information on benefits of the program.

- b) Purchase of volunteer firefighter badges, name plates, and official firefighter ID cards.

Chief Bradfute asked to wait until next month because he is still waiting on some prices and more information. Motion tabled.

- c) Adoption of the tax and budget planning calendar for 2025 and authorize payment of tax process publications.

Commissioner Schmidt made a motion for Mr. Nicolau to be able to work on the tax and budget planning for 2025 and be able to make payment of tax process publications. Commissioner Carter seconded the motion. Motion passed unanimously.

- d) Discuss and possibly schedule budget meetings/workshops.

Chief Bradfute stated he is working on the SVFD FY 26 budget.

- e) Discuss and consider District website status, accessibility, and posting requirements and authorizing the time and effort to be compliant with State of Texas requirements.

Commissioner Carter made a motion for Mr. Nicolau to be able to work to be compliant with State of Texas requirements for the District website status, accessibility and posting requirements. Commissioner Schmidt seconded the motion. Motion passed unanimously.

### 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 and future purchase of new equipment.

Chief Bradfute stated that the batteries have been ordered and waiting for delivery.



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- ii. Update the installation of transfer switch on building for use with SitePro generator.

Chief Bradfute stated that Roy Aguilar is waiting for a part and then he will be able to install the transfer switch.

- iii. Update on construction and installation of the water drop.

Chief Bradfute stated that it should be at the station by June 12, 2025.

- iv. Update on the District’s financial audit extension request before the Jim Wells County Commissioners.

The Jim Wells County Commissioners did approve a 30-day extension for the District’s financial audit.

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

- i. Update on planning for future disaster events.

Asst. Fire Chief Pena stated they are still working on different items.

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

This is ongoing. No update

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

No update.

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

No update.

- v. Update on website.

No update.

**10. ADJOURNMENT**

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

Date Submitted 6-25-25

Commissioner Diana Hernandez, Secretary

Jim Wells County ESD #1