

Minutes of the **March 28, 2013** Commissioners Meeting

1. Meeting was called to order at **6:31** P.M.
2. Pledge of allegiance was recited
3. Quorum present, Commissioners McLellan, Shoppach, Ames, Gelasco and Hambric.
4. Presentations: None
5. Motion to approve minutes of **February, 2013** meeting made by Commissioner Gelasco and 2nd by Commissioner Hambric. Motion carried unanimously.
6. Motion to approve financial report from **February, 2013** made by Commissioner Hambric and 2nd by Commissioner Ames. Motion carried unanimously.
7. Tax income and investment incomes were reviewed.
8. Accounts payable for **February, 2013** were reviewed.
9. Motion made by Commissioner McLellan to approve expenditures for BRW Architects in the amount of \$8190.00. Motion seconded by Commissioner Gelasco. Motion carried unanimously.
10. Fire Chief's report: Chief Keys Chief Keys was not in attendance. Administrator Larson gave report in his place. Call volume for month was 130 with 330 year to date. Maintenance issues; UT401 was in the shop for electrical issues and alignment. Invoice was \$500.00. R#402 will be going in for a coolant leak. Motion to accept Chief's report made by Commissioner McLellan and seconded by Commissioner Hambric. Motion carried unanimously.

Fire Marshal's report: **Good evening Commissioners,**

Here is what's new for the E.S.D. #1 Fire Prevention Division:

- **Here are our stats for the Fire Prevention Division for the Month of March**
 - **8** Plans Reviews
 1. Horizon Heights E.S. – Portables F.A.C.P 13601
Ryderwood
 2. Horizon Heights E.S. – Portables Bldg. 13601
Ryderwood
 3. El Gallito Restaurant / Bar 14831
Horizon
 4. Horizon Heights E.S. – F.A.C.P upgrade 13601
Ryderwood
 5. Horizon Heights E.S. – Remodeling Bldg. 13601
Ryderwood
 6. Wal-mart – F.A.C.P 13900
Horizon

- 7. Eastlake High School – Bldg. Emerald Pass 13000
 - 8. Eastlake High School – FSS Emerald Pass 13000
- 1 Fire Dept. Building Finals
 - 1. Horizon Heights E.S. – Portables Bldg. 13601
Ryderwood
- 2 Fire Alarm Inspections
 - 1. Horizon Heights E.S. – Portables F.A.C.P 13601
Ryderwood
 - 2. Eastlake High School – F.A.C.P. 13000
Emerald Pass
- 0 Fire Hydrant Inspections
- 1 Fire Sprinkler Inspections
 - 1. Eastlake High School
- 0 Fire Suppression Inspections (Range hoods, Paint booths, etc...)
- 0 Underground Tests
- 5 State of Texas Inspections (Daycares, Foster Cares, etc...)
 - 1. Travesuras Home Daycare 14008
Glenosa
 - 2. Ranger Foster Care Home 407 Emerald
Shore Ln.
 - 3. Children’s Planet 14257
Desert Cloud
 - 4. Hernandez Foster Care Home..... 440 Ghost
Flower
 - 5. Region 19 500
Darrington
- 7 Annual Business Inspections
 - 1. Dreams Cabaret 13299 G.W.W
 - 2. LGA Trucking 12556 Weaver Rd.
 - 3. John Ensor Elem. School 13600 Ryderwood
 - 4. Horizon Heights Elem. School 13601 Ryderwood
 - 5. Dr. Sue Shook Elem. School 13777 Paseo Del
Este
 - 6. Manny’s Grocery and Café 13009 Bowdoin
 - 7. Philly’s and More 14010 Horizon
- 0 Annual Business Re-inspections (Follow-ups)
- 0 Public Request Follow-ups
- 0 Public Complaint Follow-ups – Citizen Complaint
- 0 Internal (H.C.F.D.) Concerns
- Construction and Operational Permits issued:
 - 1. LPG
 - 2. Assembly
 - 3. Private Fire Hydrants

4. Flammable / Combustible Liquids
5. Residential / Commercial Daycares

- The Fire Prevention Division is seeing an over-flow of Plan Review. Main Situation is the Eastlake High School project. Completion is set by the start of next school year.
- The Fire Prevention Division summary for the up-coming web site has been completed. Pending Items to add to web-site: (1) Q & A's (Frequently asked questions); (2) Employee profile; (3) Attach links; (4) Attach forms
- Fire Marshal will be requesting a Deputy Fire Marshal for assistance in the future. He will choose from the two (2) Texas Certified Fire Inspectors working for Horizon City Fire Department. This future position for Deputy Fire Marshal will assist, when Fire Marshal is not available due to vacation, sickness, or over-loaded with administrative duties, inspections and re-inspections.
- Continue meeting with EPFD and ESD and several fire contractors to discuss changes within each jurisdiction. Our "ultimate goal" is to be consistent throughout the County of El Paso.
- Advised Horizon City Code Enforcement and the Building Official of E.P.C. E.S.D. #1 adopting new Fire Code.
- Continue meeting with members of the Horizon City Fire Department during Training Week (Wednesday) to disseminated information and listen to any concern the HCFD may have or need to address.
- Consulting with numerous general contractors about up-coming construction. (Taco Bell; Fire Alarm for Wal-Mart; Fire Alarm for HCFD; Fire Alarm For Dreams; Residential Sub-divisions; New Construction Sites; Eastlake High School; a new S.I.S.D. school within the E.P.C. E.S.D. #1's jurisdiction.
- Working with Chief Roger Esparza and Robert Grijalva (Assistant to Chinte Quintanilla's – State Rep) in investigating the Illegal Disposal of Scrap Tires within the County of El Paso. Several illegal sites. The El Paso County Attorney's Office is fully supporting project.
- Creating a new Resolution to adopt the new "Fire Lane" Policy. Accepting this policy will keep the El Paso County E.S.D. #1 consistent with the City of El Paso Fire Department and The El Paso County E.S.D. #2

11. Motion to accept Fire Marshal's report made by Commissioner Hambric and seconded by Commissioner Ames. Motion carried unanimously.

12. Motion made by Commissioner McLellan to table fire lane policy. Motion seconded by Commissioner Gelasco. Item tabled.
13. Motion to allow \$2006.50 to send Fire Marshal to the Firehouse software training in September. Motion made by Commissioner Ames and seconded by Commissioner Hambric. Motion carried unanimously.
14. Motion to table made by Commissioner Shoppach and seconded by Commissioner Ames. Item tabled.
15. We are going to have to set the Fire Marshal's office up as a separate entity if he is going to get certified as "Head of Department" with TCFP. This will be necessary if he is to supervise other inspectors. (See item #16). Motion to write letter separating offices made by Commissioner Hambric and seconded by Commissioner Ames. Motion carried unanimously.
16. Discussion on part time Deputy Fire Marshal(s) due to increasing volume of inspections and plans reviews coming into the office. Commissioner McLellan also discussed the growth and plans for the area around Eastlake and Rojas intersection and also around the Socorro Sports Complex.
17. Motion to delete forms made by Commissioner Hambric and seconded by Commissioner Ames. Item deleted.
18. The City of El Paso still has not written our \$25000 check for the annexation. There is another hearing on May 5 that Richard will be presenting summary briefs on our behalf. Motion by Commissioner McLellan to have Richard proceed. Motion seconded by Commissioner Hambric. Motion carried unanimously.
- 19-20 Richard brought in copies of maps showing our boundaries. Now we need to define precincts. Motion to table made by Commissioner Ames and seconded by Commissioner McLellan. Item tabled.
21. Commissioner Hambric presented information on the Legislative Breakfast that he and Commissioner Gelasco attended. They met with Representative Picket who stated that if he went against the bill it would be "5 against 1 and pointless". Richard met with Judge Escobar and Attorney Lee Shapleigh last Tuesday. Richard stated that they had a productive meeting and that he asked the Judge for more direction on what she wants from us. She stated that they would not be "micro-managing" us, but that they would be looking at our budget and approving it along with the tax rate. She stated that after the bill passes she intends to have a meeting with the ESD#1 Commissioners, the ESD#2 Commissioners and the County Commissioners. She did apologize for not speaking to the ESD Commissioners before proceeding with this bill. Motion to table made by Commissioner Hambric and seconded by Commissioner Gelasco. Item tabled.
22. We have one change order for the new station from Blair-Hall. The metal originally specified is not readily available. They showed us a sample of another metal that is a little darker in color, thicker material wise and has a zinc coating for fade resistance. The cost of the material is \$5000. Imetco, the distributor for this product has been in negotiations with Hector from BRW about this. They are willing to split the cost with us to showcase this newer product and give us an additional 5 years of warranty bring it up to 25 years. Commissioner Hambric

made a motion that we table this until we get further information. Motion seconded by Commissioner McLellan. Item tabled.

23. Motion to delete surplus equipment made by Commissioner Hambric and seconded by Commissioner Gelasco. Item deleted.

24. Motion made by Commissioner Shoppach to accept the Investment policy as presented by Commissioner Ames. Item seconded by commissioner Gelasco. Motion carried unanimously.

25. Motion to delete FRO made by Commissioner Hambric and seconded by Commissioner Ames. Item deleted.

26. We received two bids for the technology portion of the new station (phones, keys, cameras and internet). Bid #1 was from Matrix for \$89000. This bid was for analog instead of digital phones. We asked Matrix for an additional quote for the difference in price between the analog and digital phones for this meeting but never received one. There was no back-up documentation with the bid showing brand quoted, specifications or technical information. Of the references supplied by Matrix, only one called back and he stated that they only serviced his extinguishers. Bid #2 was from AST for \$139,000. This was a very complete and professional bid. It included references, technical information, specifications and even brochures showing the different phones quoted. The references supplied all gave excellent recommendations about this company. The references also stated that this company has service technicians available on the weekends and nights which is very important to us. Motion made by Commissioner McLellan to award bid to AST. Motion seconded by Commissioner Gelasco. Motion carried unanimously.

27. Motion made by Commissioner McLellan to approve the design for the new ESD badges. Motion seconded by Commissioner Shoppach. Motion carried unanimously.

28. No Executive Session needed.

29. For The Good of The District: Commissioners will start working on some type of presentation to take to the County Commissioners possibly in May. It will show station progress, call volume etc. Commissioner Gelasco said he would like to see some kind of a brochure or newsletter be put together at the end of the year showing what we have done for the district.

30. Next meeting April 25, 2013

31. Motion to adjourn made by Commissioner Hambric. Meeting adjourned at 8:10 P.M.