

Minutes of the **June 27, 2013** Commissioners Meeting

1. Meeting was called to order at **6:50** P.M.
2. Pledge of allegiance was recited
3. Quorum present, Commissioners McLellan, Shoppach, Ames and Gelasco. Commissioner Hambric was out of town. Also in attendance was Ed Hamlyn of UTEP and Tommy Cano HR consultant.
4. Presentations: Commissioner Ames presented information that she and Administrator Larson attended with Frank Ortiz, Chief Deputy at the Tax Assessor Collectors office.
5. Motion to approve minutes of **May, 2013** meeting made by Commissioner Ames and 2<sup>nd</sup> by Commissioner Gelasco. Motion carried unanimously.
6. Motion to approve financial report from **May, 2013** made by Commissioner Ames and 2<sup>nd</sup> by Commissioner Gelasco. Motion carried unanimously.
7. Tax income and investment incomes were reviewed.
8. Accounts payable for **May, 2013** were reviewed.
9. Motion to approve expenditures to BRW Architects in the amount of \$8190 and Municipal Emergency Services in the amount of \$2529 made by Commissioner Gelasco and seconded by Commissioner Ames. Motion carried unanimously.
15. With no exceptions from the Board item 15 was moved up to allow Ed Hamlyn speak about the maps they have been working on for us. Mr. Hamlyn presented the maps showing the District boundaries, voting districts, the boundaries of the various Municipal Utility Districts and an aerial view of the ESD's boundaries. Attorney Richard Contreras will need numerous copies to present to the Election Department, City of El Paso, County of El Paso and the Municipal Utility Districts. The maps are to be used for possible sales tax elections in November. Richard will form a resolution asking that these maps be accepted as the official boundaries of the District. Motion made by Commissioner Ames to accept the maps and to allow Richard to proceed as stated. Motion seconded by Commissioner McLellan. Motion carried unanimously.
27. With no exceptions from the Board item 27 was moved to allow Tommy Cano to speak. Mr. Cano presented a proposal to be the District's Human Resources consultant for 3 years at a rate of \$250 per month. Motion made by Commissioner Ames and seconded by Commissioner Shoppach. Motion carried unanimously.  
Receive, discuss and accept Fire Chief's report: Chief Keys asked that we move into Executive Session to discuss some personnel issues and asked that our new HR consultant and Richard Contreras be included for professional advice. The Board of Commissioners moved into Executive Session at 8:00 P.M. and returned at 8:45 P.M...No action taken.  
Once back into the regular meeting Chief Keys reports: 145 calls in May and 692 calls YTD. Maintenance issues; Attack#1 went into the shop with starting problems. A bad wiring harness was found and repaired for \$3800.

Quint#401 has A/C issues along with an exhaust leak. Parts are on order with cost of \$800 for the parts and an estimate of the labor costs running around \$1000. Pumper#402 went into the shop with overheating problems and was repaired at a cost of \$590. Brush#401 batteries went bad and had to be replaced at a cost of \$300 for the 2 batteries. Ranger#1 is going into the shop for starting issues, the high speed key and seat belts. We will also take the leaf blower and one of the Honda generators in for service at the same time. Training; Asst. Chief was not able to arrange his schedule to attend the training in Dallas so it was canceled. We will be sending 5 firefighters to Texas A & M fire school in July at a total cost of \$11,000. We will get the registration back from a Texas Forest Service Grant once we get invoiced and show proof of payment. Municipal Emergency Services had one of their mobile repair trucks come in and service all the Scott air packs. Final invoice for parts and labor was \$4907.90. They also serviced the Cascade System while they were here. The First Responder Organization letter is being worked on with TDSHS and should be completed in the next two weeks. A motion to accept Chief's report made by Commissioner McLellan and seconded by Commissioner Gelasco. Motion carried unanimously.

11. Receive, discuss and accept Fire Marshal's report: Fire Marshal Guillen discussed fire lane resolution and fire hydrant resolution. The rest of the report is attached to the agenda. Motion to accept Fire Marshals' report made by Commissioner McLellan and seconded by Commissioner Gelasco. Report accepted.
12. Motion to table item 12 made by Commissioner McLellan and seconded by Commissioner Gelasco. Item tabled.
13. Motion to allow Fire Marshal to work up to 30 hours per week as per contract. Motion made by Commissioner McLellan and seconded by Commissioner Gelasco. Motion carried unanimously.
14. Motion to allow Fire Marshal to present reports quarterly instead of monthly made by Commissioner McLellan and seconded by Commissioner Gelasco. Item carried unanimously.
16. Richard Contreras reports that the 327<sup>th</sup> District Court ruled in our favor in the case of land annexation by the City of El Paso. The City will have to bill the annexed areas for property taxes and then we will get our money. Motion to approve made by Commissioner McLellan and seconded by Commissioner Gelasco. Motion carried unanimously.
17. A meeting was held with Administrator Larson, Attorney Contreras and Juan Jose Olivas to discuss the possible use of the old church for training and then demo it. Motion to table made by Commissioner McLellan and seconded by Commissioner Ames. Item tabled.
18. BRW Architects had a question about the signage for the new station. Commissioner Ames discussed the options with the Board. The Board voted to take the large number 1 off of the west side of the tower as it is felt that the sun will fade it anyway. The other signs discussed will be quoted and then a decision will be made. Motion to proceed made by Commissioner

- Shoppach and seconded by Commissioner Ames. Motion carried unanimously.
19. Motion to delete item 19 made by Commissioner McLellan and seconded by Commissioner Gelasco. Item deleted.
  20. Motion to table uniform policy made by Commissioner Gelasco and seconded by Commissioner McLellan. Item tabled.
  21. Motion to table inventory scanner until we can get more quotes made by Commissioner Gelasco and seconded by Commissioner McLellan. Item tabled.
  22. Motion to delete item 22 made by Commissioner Gelasco and seconded by Commissioner McLellan. Item deleted.
  23. We received a grant from Liberty Mutual Insurance for \$10,000 to be used for equipment. Asst. Chief Menendez sent figures for a trailer to haul the Ranger on and turn the logistics trailer into a “true Logistics trailer” with air packs, foam, micro-blaze, medical equipment and a generator inside. The cost of the trailer is \$2,446.30. We would like to see if we could use the balance along with the Ranger as a trade-in to possibly upgrade to a newer model. Motion to proceed made by commissioner McLellan and seconded by Commissioner Gelasco. Motion carried unanimously.
  24. Motion to table “paid on call” until we get more information made by Commissioner McLellan and seconded by Commissioner Gelasco. Item tabled.
  25. Motion to allow \$6,120 to purchase equipment for the new truck made by Commissioner McLellan and seconded by Commissioner Gelasco. Motion carried unanimously.
  26. Motion made by Commissioner Ames to allow 1 Commissioner to be able to sign for wire transfers from the bank to make the procedure easier. Motion seconded by Commissioner McLellan. Item carried unanimously.
  28. Motion to delete firefighter night out until next month made by Commissioner McLellan and seconded by Commissioner Shoppach. Item deleted.
  29. AST Technologies finally produced their bond for the technology bid at the new station. Motion to delete this item made by Commissioner Ames and seconded by Commissioner Shoppach. Item deleted.
  30. Executive Session: Fire Marshal Guillen’s evaluation was discussed. No action taken.
  31. Fire Marshal Guillen’s pay will be adjusted as discussed. Motion made by Commissioner Ames and seconded by Commissioner McLellan. Motion carried unanimously.
  32. Nothing mentioned for the good of the District.
  33. The next regular meeting of the Board of Commissioners will be on **July 27, 2013** at 6:30 P.M.
  34. Motion to adjourn made by Commissioner **McLellan**. Meeting adjourned at **10:25** P.M.