

## Minutes of the November 20, 2014 Commissioners Meeting

1. Meeting was called to order at 6:37 P.M.
2. Pledge of allegiance was recited.
3. Quorum present: Commissioners McLellan, Shoppach, Sanchez, and Bonneau. Commissioner Gelasco not in attendance. Also present Attorney Richard Contreras.
4. Presentations: Administrator Larson presented information on computer compatibility for the web site. Hopefully we will be able to fill out forms on line soon and send to the appropriate person in the department via e-mail. The Horizon Christmas Parade is coming up in 2 weeks (Dec 6.). We will have units in it as usual along with Santa and Mrs. Claus on the Ladder Truck. We have an engagement letter from S.B.N.G. Accountants for JoAnne to be able to help us with setting up the fire department's 501C3. Deputy Fire Marshal Paul Solis presented information to the Board and asked that the District carry his peace officers certification so that he does not lose it. He also presented information that the E.P.F.D. is looking at discontinuing fire investigations in the county as a cost savings measure. Fire Marshal Guillen and Deputy Fire Marshal Solis would be able to take over investigations immediately if the Board approves. Commissioner McLellan asked that the Fire Marshal's Office come back next meeting with a list of what would be needed to start this program and what the cost would be.
5. Minutes of last meeting were reviewed.
6. Financial report: reviewed
7. Comptroller Ames presented end of year totals for the president to sign before sending to the County. Audit ongoing. Tax money starting to come in, \$18,000 so far.
8. Accounts payable approved.
9. No expenditures to discuss. Motion made by Commissioner Bonneau to accept consent agenda. Motion seconded by Commissioner Sanchez. Motion carried unanimously.
10. Chief Keys not in attendance. Asst. Chief Menendez reports 229 calls in October and 2484 year to date. By comparison we had 157 calls in October last year. The department has had 13 structure fires this year, most out of our district as back-up for Socorro, Montana Vista or Clint Fire Departments. The stipend for October was \$12,570. Running the smaller trucks as first out on medicals seems to be working. The fuel bill last month was \$3,289, a savings of \$707 over September's bill. Personnel good, no problems and good attendance at training. Training coordinator is working on converting firefighters T.C.F.P. certificates to S.F.F.M.A. certification and trying to get the firefighters who are not certified their S.F.F.M.A. certification. The station alerting system is installed and seems to be working good. Our work on the 501C3 is ongoing. Administrator Larson and Chief Keys will continue to work on this. We have received the Horizon City Volunteer Fire Department charter and E.I.N. number. Motion to accept Chief's report made by Commissioner

Bonneau and seconded by Commissioner McLellan. Motion carried unanimously.

11. Fire Marshal report due next month. He reports that we have issued 136 operational permits this year which is 25 less than last year with one more month to go. Recently attended a Red Cross training session on smoke detectors. Good training. Motion to accept Fire Marshal's report made by Commissioner McLellan and seconded by Commissioner Bonneau. Motion carried unanimously.
12. No EMS report. Motion to delete made by Commissioner Bonneau and seconded by Commissioner McLellan. Item deleted.
13. Motion made by Commissioner Bonneau to accept the draft form of citations as presented by Fire Marshal Guillen. Our form and fee schedule mimics District #2's in every way. Fire Marshal Guillen will take to the printer to begin the process. Motion seconded by Commissioner Shoppach. Motion carried unanimously.
14. Motion to delete made by Commissioner Bonneau and seconded by Commissioner Shoppach. Item deleted.
15. New station: Ray Halliday and Hector Ochoa of BRW Architects presented information to the Board on closing this project out. They stated that there were still a couple things missing, i.e. 2 ea.) #1 signs that were going to be up on the tower valued at \$6,000, corrugated covers on the patio valued at \$800, stepping stones for the back, spare ceiling tiles and touch-up paint to name a few. Mr. Halliday stated that they had not been paid since January and that they need some type of commitment or payment from us. Attorney Contreras stated that they have not been paid because of a difference of opinion on the amount due between the ESD and BRW Architects and that when we have final figures on everything we can negotiate. We will send a partial payment of \$25,000 tomorrow. Motion for partial payment made by Commissioner McLellan and seconded by Commissioner Bonneau. Motion carried unanimously.
16. Motion to table construction account made by Commissioner McLellan and seconded by Commissioner Bonneau. Item tabled.
17. Richard Contreras and Administrator Larson will be meeting with Dave Ballard to discuss a possible land donation for a future station. Motion to table made by Commissioner McLellan and seconded by Commissioner Shoppach. Item tabled.
18. Motion to approve adding additional module for GPS mapping and other functions to Emergency Reporting program. Initial cost is \$149 plus yearly subscription for a total of \$497 for this year and a regular subscription price of \$398/year. Motion made by Commissioner Bonneau and seconded by Commissioner McLellan. Motion carried unanimously.
19. Asst. Chief Menendez brought in a list of the following equipment that will need to be purchased for the new Rescue truck along with pricing:
  - a) Saw-\$4,084
  - b) Air Chisel-\$2,059
  - c) Mobile Air-\$2,320

- d) Air Bags-\$18,680
- e) Amakus Tool-\$50,612
- f) Various Adapters- \$2,242

Commissioner McLellan asked Asst. Chief Menendez to check if these items can be purchased through H.G.A.C. for better pricing. We will check on this and bring it back next month. Motion to table made by Commissioner McLellan and seconded by Commissioner Bonneau. Item tabled.

20. Asst. Chief Menendez presented information on grants that he would like to apply for:
  - a) Fire Act Grant-MCT's for all the trucks. 90/10 grant.
  - b) Texas Forest Service Insurance Grant- Workman's Comp. 100% grant
  - c) 911 Communications Grant- Cover the \$28,000 annual fee. 100% grant
  - d) PPE Grant-Turn Out Gear. 70/30 grant.Motion made by Commissioner McLellan to allow the Asst. Chief to proceed. Motion seconded by Commissioner Bonneau. Motion carried unanimously.
21. RIT packs will be tabled until we get a quote from H.G.A.C. Motion to table made by Commissioner Bonneau and seconded by Commissioner Shoppach. Item tabled.
22. The automatic aid agreement between ESD#1 and ESD#2 was signed by District #2 last night. There are still signatures from various other agencies that still need to be obtained. Motion to delete made by Commissioner Bonneau and seconded by Commissioner Shoppach. Item deleted.
23. Fire Officer II training: Looking at sending an officer to training in Socorro, N.M. in December. Cost is \$1,400. Motion to delete made by Commissioner McLellan and seconded by Commissioner Bonneau. Item deleted.
24. Motion to delete SAFE-D Conference made by Commissioner Bonneau and seconded by Commissioner McLellan. Item deleted.
25. Motion to allow \$8,000 for an end of the year banquet made by Commissioner Bonneau and seconded by Commissioner Shoppach. Motion carried unanimously.  
Executive Session: Not needed.
26. Motion to delete item 26 made by Commissioner McLellan and seconded by Commissioner Bonneau. Item deleted.
27. Motion to delete item 27 made by Commissioner McLellan and seconded by Commissioner Bonneau. Item deleted.
28. Motion to delete item 28 made by Commissioner McLellan and seconded by commissioner Bonneau. Item deleted.
29. Richard Contreras presented an internal flow chart of the ESD employees for the Boards approval. Motion to table made by Commissioner Bonneau and seconded by Commissioner Shoppach. Item tabled.
30. For the Good of the District: Richard Contreras presented paperwork that was submitted to him showing the Socorro School Districts legal stand on the Districts ability to charge for inspection fees and plans review.
31. Next meeting: December 18, 2014 at 6:30 P.M.
32. Motion to adjourn made by Commissioner McLellan. Meeting adjourned at 9:04 P.M.