

## Minutes of the June 13, 2019 Commissioners Meeting

1. Meeting was called to order at 6:33 p.m.
2. Quorum present, Commissioners Mayberry, Sanchez and Berumen. Commissioners' Keys and Koester have resigned from the Board.
3. Pledge of Allegiance recited.
4. Presentations: None
5. Board elections: Commissioner Berumen nominated Bill Mayberry for President. Motion seconded by Commissioner Sanchez. Motion carried unanimously.  
Commissioner Sanchez nominated Jose Berumen for Vice-President and motion seconded by Commissioner Mayberry. Motion carried unanimously.  
Commissioner Mayberry nominated Gerry Sanchez for Secretary/Treasurer. Motion seconded by Commissioner Berumen. Motion carried unanimously.
6. Motion made by Commissioner Berumen to accept the loan of \$1.2 million dollars at 2.89% interest and payments of \$86,347.40 per year for a term of 18 years for the construction of Station #2. Motion seconded by Commissioner Sanchez. Motion carried unanimously.
7. Motion made by Commissioner Sanchez to accept minutes as presented. Second made by Commissioner Berumen. Minutes accepted.
8. Communications: Dispatcher Sarai Yopez reports: 386 calls in May as follows;
  - 19- Alarms
  - 25- Assistance calls
  - 12- Brush Fires
  - 6- Brush Fires
  - 4- FPD Investigations
  - 8- Leaks, (6 water & 2 gas)
  - 249- Medical
  - 2-Miscellaneous
  - 54- MVA
  - 3- Structure Fires
  - 1- TestFires Were;  
13990 Horizon Blvd. McDonalds grease fire  
724 Oro. Kitchen Fire  
2050 Cherrington. Cement truck fire  
Esd#1 & ESD#2 had a total of 25 fires, (6-SCFD, 3- MVFD and 1-CFD).
9. Chief's report: Chief Menendez reports 310 calls in May and 1,548 year to date. Stipend for May was \$45,402.51 on 4,161.65 hours. Both figures are a little high as there were three pay periods in May.

Training; we had Native Air here this week for helicopter training. Maintenance; R405 is in paint and we should get it back this week. We had to replace a valve on B401. P403 was in the shop for A/C problems along with air horns and an electrical issue. We had ladder inspections done today and a major issue was found on Q401. It appears that the ladder was not stowed properly and as such did damage to the wear plates, the cable pulleys and the cable. Total damage is approximately \$10,700. Parts are on order. The safety committee has recommended that we have proficiency exams for all personnel on all the trucks. The firefighter we had out on workman's comp is back. As reported by Communications we have had numerous fires and MVA's recently. As the town grows the call volume goes up. The building committee had a pre-construction meeting with the representatives from Medlock Contractors and Enrique Escobedo from ASA Architects. The Notice to proceed will be signed tonight and issued to Medlock tomorrow for a June 17, 2019 start date. We will have a ground breaking ceremony on June 27, 2019 at 9:00 A.M. The press will be invited. We had a SAR activation last month at Hueco Tanks for a woman who fell and hurt her leg. Chief Menendez met with Chief Esparza from ESD#2 regarding SAR activations and who will be responsible for gear, uniforms, payroll etc. He will get with legal to draw up an M.O.U. for this item. The crew responded to a medical call last week and were met by the patient's son who was in a panic. He told them to break the door down and get in. They went around the house looking for open windows or unlocked doors but found none so proceeded to break down door. At that time the patient's son realized that he had taken them to the wrong house. The homeowner from the house that had the door kicked in was very understanding and we will take care of the repairs. Approximately \$300. The annual HFD firefighter baseball night out will be on July 26, 2019 at the Chihuahua's. All are invited. Motion to accept Chief's report made by Commissioner Sanchez and seconded by Commissioner Berumen. Motion carried unanimously.

10. Fire Marshal's report: Fire Marshal Guillen out of town. Motion to delete made by Commissioner Sanchez and seconded by Commissioner Berumen. Item deleted.

## 11. Report on **86<sup>th</sup> Legislature Legislative Review**

1. **SB 2** – Property Tax Reform – Takes Affect January 1, 2020
  - a. ESD's are no longer a Special Taxing Unit
  - b. Effective Rate – is now “No-New-Revenue Tax”
  - c. Rollback Rate – is now “Voter-Approval Tax Rate” – Change in calculation rate
  - d. Addition of De Minimis Tax Rate
  - e. Compressed deadlines in Tax Process, changes to notice requirements
  - f. Can not raise taxes more then 3.5% without an election.

2. **HB 4350** – Designation of Service
    - a. Clarifies that entities with jurisdiction to serve the area (now including ESDs) determine who is dispatched by Emergency Communication Districts.
  3. **HB 2794** – Texas Division of Emergency Management transferred to Texas A&M system
  4. **SB 1303** – Requires cities to keep maps of official city limits and ETJ and post on websites.
  5. **SB 1083** – Adds adjustments for sales tax revenue in compensation to ESD from City when
    - parts of district are annexed.
  6. **HB 766** – Higher education waivers for disabled first responders.
  7. **HB 2446** – Confidentiality of employee information for firefighters and EMS personnel,
    - including volunteers.
  8. **HB 1418** – Changes in EMS Licensing/Certification Requirements
  9. **SB 494** – Emergency Meeting Notice reduced to one hour
  10. **HB 305** – Agendas AND minutes must be posted on website if you already have one.
  11. **SB 239** – Requires districts with a population of more than 500 people to designate a place
    - within the district for conducting all meetings.
  12. **HB 306** – Open Burn Pit Registry
  13. **HB 2348** – Employment protection for Volunteer First Responders
  14. **HB 791** – Motor fuels Tax Exemption for VFDs
  15. **HB 1064** – Designates May 4<sup>th</sup> as Firefighters Day
- Motion to accept report made by Commissioner Berumen and seconded by Commissioner Sanchez. Report accepted.

- 12. Revised budget calendar. Motion to accept revised calendar made by Commissioner Berumen and seconded by Commissioner Sanchez. Motion carried unanimously. (TBD) Compile budget figures into budget worksheet
- (TBD) Submit Effective Tax Rate Calculation Form to Tax Assessor with copy to County Budget office
- **25th - BOC Meeting**; Vote to place a proposal to adopt the higher tax rate on an agenda of a future meeting.
- 25th - Review CAD Certified Tax Roles
- **30th- Budget Workshop** to Finalize budget figures to present to BOC

**August:**

- **1<sup>st</sup> – 6:30 – Special BOC Meeting** to accept the budget
- 8<sup>th</sup> - County Publishes ESD #1 Tax info in Newspaper
- 13<sup>th</sup> - County Budget Presentation
- 15<sup>th</sup> - Notice for Public Hearings published in West Texas County Courier and Posted on Website (Send to Newspaper by 8/8)
- **22<sup>nd</sup> - 6:30pm 1<sup>st</sup> Public Hearing**
- **29<sup>th</sup> - 6:30pm 2<sup>nd</sup> Public Hearing**
  - o Notice for Tax Rate meeting published in West Texas County Courier and Posted on Website (Send to Newspaper 8/22)

- **29<sup>th</sup> - 6:30pm BOC Meeting** to set the tax rate
- 30<sup>th</sup> - Send Tax Rate resolution to El Paso Tax Assessor Collector
- 30<sup>th</sup> - Submit Approved operating and capital budget to County Budget office

13. Budget reallocation: \$2,288.00 from account 6050.02 to account 5702.02  
 \$1,500.00 from account 6900.01 to account 5400.01  
 \$14,000.00 from account 6600.01 to account 6300.01  
 \$1,500 from account 8100.02 to 5250.02

Motion to accept made by Commissioner Sanchez and seconded by Commissioner Berumen. Motion carried unanimously.

14. Motion made by Commissioner Berumen to raise the ESD employee contribution to TCDRS from 5% to 6% effective October 1, 2019. Motion seconded by Commissioner Sanchez. Motion carried unanimously.

15. Motion to table surplus item made by Commissioner Berumen and seconded by Commissioner Sanchez. Item tabled.

16. Station #2: We are signing the notice to proceed tonight for a start date of June 17, 2019. Motion to approve made by Commissioner Sanchez and seconded by Commissioner Berumen. Motion carried unanimously.

17. Job descriptions: As of June 23, 2019, Chief Menendez will become an ESD employee and will be paid salary based on his current pay x 40 hours a week. All other employees will be paid hourly. Motion to accept job descriptions as presented made by Commissioner Berumen and seconded by Commissioner Sanchez. Motion carried unanimously.

18. Motion to accept ESD flow chart as presented made by Commissioner Berumen and seconded by Commissioner Sanchez. Motion carried unanimously.

19. Open records fees and form: As per State statute 552 we can only charge .10/page for open records requests. New form presented to Board. Legal would like to look at fee schedule before we adopt this. Motion to accept form made by Commissioner Sanchez and seconded by Commissioner Berumen. Form accepted. Motion to table fee schedule made by Commissioner Sanchez and seconded by Commissioner Berumen. Fee schedule tabled.

20. Motion to begin charging .10/copy for copies we have to make for customers who request us to make them. Motion made by Commissioner Sanchez and seconded by Commissioner Berumen. Motion carried unanimously.

21. Combat Challenge: We would like to donate \$1,500 for the combat challenge to be held at Bassett Center in late September. Motion to approve made by Commissioner Berumen and seconded by Commissioner Sanchez.

22. We would like to place the order and issue a P.O. for the radio and MCT for the new Brush truck. We have a special price from R.T.C. here in El Paso but if Skeeter orders the radio and MCT there will be a mark-up. The price of these items is already included in the price of the truck. Once we have placed the order Pierce Mfg. will reimburse us for the amount spent. We have a quote for the radios but have not received the quote on the MCT's yet. Motion to purchase the radio made by Commissioner Berumen and seconded by Commissioner Mayberry. Motion carried unanimously. Motion to table MCT's made by Commissioner Mayberry and seconded by Commissioner Sanchez. Item tabled.

23. Motion made by Commissioner Berumen to approve \$2,499 for the purchase of 5 Laerdal suction units at \$499.80 EACH. Motion seconded by Commissioner Sanchez. Motion carried unanimously.

24. Board of Commissioners moved into Executive Session at 8:35 P.M. to discuss HIPAA and returned at 9:10 P.M. No action taken.

25. Board directed Asst. Chief Ames to write a letter to the patient of the possible HIPAA violation. Motion made by Commissioner Mayberry and seconded by Commissioner Berumen. Motion carried unanimously.

26. We will have an official ground breaking ceremony for the new station on June 27 at 9:00 A.M. followed by our first meeting with the architect and general contractor on-site. June 14 has been declared National Firefighter Day. June 15 is flag day and we will be assisting the American Legion Post with flag burning ceremonies. We are looking at some advanced CPR delivery machines to possibly be purchased in next years budget. Dr. Berumen has signed off on some advanced care techniques for the SAR team to use when necessary. TDH compliance office will be here in 1-2 weeks to conduct an audit.

Next meeting will be July 25, 2019 at 6:30 P.M.

Motion to adjourn made by Commissioner Berumen and seconded by Commissioner Sanchez. Meeting adjourned at 9:21 P.M.