



JIM WELLS COUNTY EMERGENCY SERVICE DISTRICT # 1

REGULAR MEETING MINUTES - MAY 14, 2024

The Board of Commissioners of Jim Wells County Emergency Services District #1 held Regular Monthly Meeting on Tuesday May 14, 2024, 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

- i. Meeting was called to order by Board President, Abraham Aguilar at 7:00 pm. Commissioners present were Patrick Carter, Karin Knolle, Matthew Schmidt, and Diana Hernandez. Business Administrator, Brien Nicolau, joined via phone. The firefighters present were Assistant Chief David Bradfute, Captain Ron Cole, and Gilbert Medrano.

2. PUBLIC COMMENT

- i. There was no public comment.

3. INVITED GUEST SPEAKERS and/or VISITORS IN ATTENDANCE

- i. There were no guest speakers.

4. SECRETARY'S REPORT

- i. Commissioner Schmidt made a motion to accept the minutes of the April 09, 2024, meeting as presented. Commissioner Knolle seconded the motion. Motion passed unanimously.

5. TREASURER'S REPORT

- i. Mr. Nicolau presented the Treasurer's Report. The beginning ESD #1 balance was \$118,843.84. The total for cleared checks was \$16,372.18, total deposits were \$3,912.24, which included \$4.86 in interest. The total for uncleared checks and new pending transactions was \$4,339.40, resulting in an ending balance of \$102,044.50. Commissioner Hernandez made a motion to accept the reports as presented. Commissioner Carter seconded the motion. Motion passed unanimously. Mr. Nicolau gave an update on a grant for PPEs that were ordered. The invoice was received from Heiman for \$20,067.15, and that will be paid. Invoice will then be submitted to Texas Forest Services for 80% reimbursement.

6. SVFD COMMAND STAFF REPORT

- i. Fire Chiefs Incident, Operations, Vehicle, and APFH Maintenance Reports April 2024.
 - i. Assistant Chief Bradfute reported that for April the Main Station had 4 call outs and FM 534 Substation #2 had no call outs. Units #1 ,2, 4, 5, 7 are in service. Unit 3 is in service also but is at the fabrication shop waiting for a monitor to be installed. Unit 6 is out of service waiting for an OK from the Board for repairs.
- ii. Station 2 Report.
 - i. No call outs. Everything is working.
- iii. Safety Officers Report.
 - i. No safety report presented.

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

- i. Establishment of an agreement with SOLTEX to obtain water from APFH well for the County Road 308 project.
 - i. There was no one from SOLTEX present to give us information so it item is tabled for a later date.



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- ii. Approval of Raul Hernandez and Company, PC to provide services for our mandated annual compilation report for FY23. Cost \$1200.00.
 - i. Commissioner Knolle made a motion to approve the expense. Commissioner Carter seconded the motion. Motion passed unanimously.
- iii. Approval of Unit 6 steering gearbox repairs by Aguilar Services. Approximate cost of \$1900.00 depending on shipping charges.
 - i. Commissioner Carter made a motion to accept the quote from Aguilar Services. Commissioner Knolle seconded the motion. Motion passed unanimously.
- iv. Purchase of two (2) handheld radios and flashlights for firefighters.
 - i. Assistant Chief Bradfute is getting quotes from different places for the radios and would like to table it until next month when he has more information. Assistant Chief Bradfute had a quote to get 20 flashlights for firefighter helmets and 7 roadside emergency lights to have in firefighter Units, Commissioner Schmidt had a quote for 7 handheld spotlights to have in Units. Commissioner Knolle made a motion to approve \$1,500 for the purchase of all the lights requested. Commissioner Schmidt seconded the motion. Motion carried unanimously.
- v. Establishing a dollar amount limit for critical apparatus repairs that cannot wait for the next scheduled monthly meeting.
 - i. Commissioner Schmidt made a motion to have a \$2,000 limit for critical apparatus repairs that cannot wait for the next scheduled monthly meeting. Commissioner Carter seconded the motion. Motion passed unanimously.
- vi. Discuss, consider, and take action on presenting a bill to the Precinct 3 Commissioners office to repair damage to APFH well caused by Precinct 3 workers. Reimbursement cost of \$850.11.
 - i. Commissioner Schmidt said that he could try to speak with Commissioner Kirchoff about getting reimbursement for water well repairs. Commissioner Hernandez made a motion for Commissioner Schmidt to contact Commissioner Kirchoff to see if they could reimburse half of the bill to repair the damage to APFH water well caused by Precinct 3 workers. Commissioner Carter seconded the motion. Motion passed unanimously.
- vii. Obtaining bids to isolate electric connections that power the water well so that if the need arises to cut power, we don't cut power to the entire building and the GTEK internet tower.
 - i. Commissioner Schmidt has a quote from Aguilar Services for \$5,355.00. He had also requested a quote from Big O Water Well but did not get a response back. Commissioner Schmidt made a motion to accept the bid from Aguilar Services for \$5,355.00, to install new breaker box to isolate power to the well. Commissioner Carter seconded the motion. Motion passed unanimously.
- viii. Establishing a Priority Projects list to present to perspective donors.
 - i. Commissioner Aguilar suggested to get someone from the board and someone from the fire department to work on making a list and discuss projects for the fire department. Item is pending committee formation.



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- ix. Construction of a fence between APFH and junk yard property and a second perimeter fence to prevent people driving through property. Cost \$5600.00 and \$4640.00, respectively.
 - i. Commissioner Schmidt and Commissioner Aguilar will work on getting additional bids for the cost to do the fences and maybe it can be done later. It will be tabled for a later date.
- x. Authorizing Fire Chief Barajas and Assistant Chief Bradfute to look for a mini pumper/rescue apparatus and explorer funding opportunities.
 - i. Commissioner Schmidt made a motion for the Fire Chief and Assistant Chief to start looking for a mini pumper/rescue apparatus and possible funding mechanisms. Commissioner Carter seconded the motion. Motion passed unanimously.

8. OLD BUSINESS (Items tabled for further deliberation, updates, and/or action, or review of quotes/information)

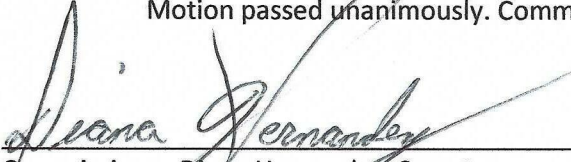
- i. Update on Sure Fire Recovery Services.
 - i. Mr. Nicolau has been working on getting more information for this. He needs to get the attorney to look at the contract that was offered.
- ii. Update on changing website hosting company and updating current website.
 - i. Mr. Nicolau stated that the website hosting service has been changed, emails have been transferred, and is proceeding with creating a new website.
- iii. Update on outstanding grants submitted (TFS Equipment Grant, Rural VFD Insurance Program, others?).
 - i. This was discussed earlier during the Treasurer's Report.
- iv. Update on Respirator Fit Testing Program.
 - i. Chief Barajas gave information on a company that could do this that is not as expensive as the earlier bids and is located close to the area.

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

- i. Update on second water well construction.
 - i. Work should be started on water well construction this coming Wednesday.
- ii. Update on planning for future disaster events.
 - i. Ongoing, no new updates.
- iii. Update on development of Roles and Responsibilities, Operational, and Organizational SOPs for the JWCESD#1/SVFD.
 - i. Ongoing, no new updates.

10. ADJOURNMENT

Commissioner Schmidt made a motion to adjourn the meeting and Commissioner Knolle seconded. Motion passed unanimously. Commissioner Aguilar adjourned the meeting at 8:02 pm.



Commissioner Diana Hernandez, Secretary
Jim Wells County ESD #1

Date Submitted 6-4-24