



JIM WELLS COUNTY EMERGENCY SERVICE DISTRICT # 1 REGULAR MEETING MINUTES - July 16, 2024

Notice is hereby given that a regular monthly meeting of the Board of Commissioners of Jim Wells County Emergency Services District #1 was held on Tuesday July 16, 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

Meeting was called to order by Board Vice President Patrick Carter at 7:01 p.m. Commissioners present were Karin Knolle, Matthew Schmidt and Diana Hernandez. Commissioners not present were Abraham Aguilar. Business Administrator, Brien Nicolau, joined via phone. The firefighters present were Assistant Chief David Bradfute, Captain Ron Cole, Lieutenant Melinda Molina, Gilbert Medrano and Liza Ochoa.

2. PUBLIC COMMENT

There was no public comment.

3. INVITED GUEST SPEAKERS and/or VISITORS IN ATTENDANCE

There were no guest speakers.

4. SECRETARY'S REPORT

Commissioner Schmidt made a motion to accept the minutes of June 11, 2024, meeting as presented. Commissioner Knolle seconded the motion. Motion passed unanimously.

5. TREASURER'S REPORT

Mr. Nicolau presented the Treasurer's Report. The beginning ESD #1 balance was \$76,205.93. The total for cleared checks was \$23,956.37, total deposits were \$16,389.54, which included \$2.73 in interest, this brings the statement ending balance to \$68,639.10. The total for uncleared checks and new pending transactions was \$12,982.76, resulting in an ending register balance of \$55,656.34. Commissioner Hernandez made a motion to accept the report as presented. Commissioner Schmidt seconded the motion. Motion passed unanimously.

6. SVFD COMMAND STAFF REPORT

- i. Fire Chiefs Incident, Operations, Vehicle, and APFH Maintenance Reports June 2024.
 - Assistant Chief Bradfute reported that for June the Main Station #1 had 3 call outs and FM 534 Substation #2 had no call outs. Units #1, 3,4,5,6,7 and 8 (Fire Boat) are all in service. Unit 2 is currently down because of the starter. It is on order and will arrive tomorrow.
- ii. Station 2 Report.
 - No call outs. Everything is working well. Unit 7 is there until Unit 2 gets fixed.
- iii. Safety Officers Report.
 - No safety report presented.

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

- i. Discuss, consider, and take action on establishing a financial operating procedure for the maintenance and operation of the Search and Rescue Vessel, Unit 8.

Assistant Chief Bradfute stated that it is still under review, and they are working on it. Commissioner Schmidt made a motion for this item to be tabled and discussed after the meeting. Commissioner Knolle seconded the motion. Motion passed unanimously.



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

- i. Update 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

This item should have been left off the agenda because it has already been discussed and resolved.

- ii. Update on establishing a Priority Projects list to present to perspective donors.

Commissioner Schmidt and firefighter Medrano will be the representatives to work on this project.

- iii. Update on progress for the acquisition of a mini pumper/rescue apparatus and possible funding opportunities.

Assistant Chief Bradfute asked for this item to be taken off the agenda for now.

- iv. Update on Sure Fire Recovery Services.

Mr. Nicolau and Chief Barajas are still working on this.

- v. Update on new website.

Mr. Nicolau is almost done with setting everything up and running on the new website.

- vi. Update on utilization of the Respirator Fit Testing Program.

No firefighters have gone yet.

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

- i. Final Update on second water well construction.

Commissioner Schmidt stated that everything is finished on the water well and it is working fine.

- ii. Update on planning for future disaster events.

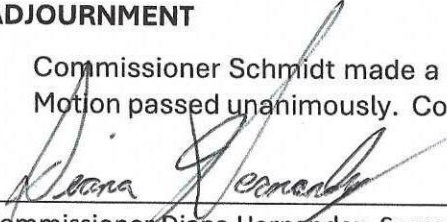
Assistant Chief Bradfute stated this is ongoing. Firefighter Medrano will look into getting quotes on renting or buying a generator for the fire department for emergencies.

- iii. Update on development of Roles and Responsibilities, Operational, and Organizational SOPs for the JWCESD#1/SVFD.

Assistant Chief Bradfute stated that they are currently working on adding SOP for the boat that was donated.

10. ADJOURNMENT

Commissioner Schmidt made a motion to adjourn the meeting and Commissioner Hernandez seconded. Motion passed unanimously. Commissioner Carter adjourned the meeting at 7:38 p.m.



Commissioner Diana Hernandez, Secretary
Jim Wells County ESD #1

Date Submitted

8-9-24