



JIM WELLS COUNTY EMERGENCY SERVICE DISTRICT # 1

REGULAR MEETING MINUTES, MARCH 19, 2024 (RESCHEDULED FROM MARCH 12, 2024)

The Board of Commissioners of Jim Wells County Emergency Services District #1 held a meeting on Tuesday March 19, 2024, at 7:00 pm, in the Abel Perez Fire House 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 7:05 pm. Commissioners present were Matthew Schmidt and Diana Hernandez. Commissioners Abraham Aguilar and Karin Knolle were not present. Business Administrator, Brien Nicolau joined via phone. Firefighters present were Assistant Chief David Bradfute, Captain Ron Cole, and Liza Ochoa.

2. PUBLIC COMMENT

There was no public comment.

3. INVITED GUEST SPEAKERS and/or VISITORS IN ATTENDANCE

There were no visitors.

4. SECRETARY'S REPORT

Commissioner Schmidt made a motion to accept the minutes of the February 13, 2024, meeting as presented. Commissioner Hernandez seconded the motion. Motion passed unanimously.

5. TREASURER'S REPORT

Mr. Nicolau presented the Treasurer's Reports. The beginning SVFD balance was \$2,544.09. There was a \$0.10 interest deposit, total cleared checks were \$30.00 and there were \$80.00 in uncleared transactions, resulting in an ending balance of \$2,434.19. The beginning ESD #1 balance was \$109,430.99. The total for cleared checks was \$7,540.71 and total deposits were \$28,257.82. The total for uncleared checks and new pending transactions was \$12,116.64 resulting in an ending balance of \$118,031.46. Commissioner Hernandez made a motion to accept the reports as presented, Commissioner Schmidt seconded the motion. Motion passed unanimously.

6. SVFD COMMAND STAFF REPORT

Assistant Chief Bradfute reported that for February the Main Station had 2 call outs and FM 534 Substation #2 had no call outs. Fire Units #1, 2, 3, 4 are in service. Unit 5 is waiting for pressure gauges that are on back order, Unit 6 is needing the steering wheel gear box replaced and Unit 7 is having the front wheel seals replaced. Assistant Chief Bradfute stated that Unit 3 needs a hose replaced and also he would like to order 6 other hoses.

7. NEW BUSINESS— Deliberation, updates, and/or action regarding:

- i. Discuss, consider, and take action retaining the services of Sure Fire Recovery Services.

Business Administrator Nicolau checked with our attorneys about this company, and they have heard about them, and they are a legitimate company. Commissioner Schmidt made a motion to retain the services of Sure Fire Recovery Services, Commissioner Hernandez seconded the motion. Motion passed unanimously.

- ii. Discuss, consider, and take action concerning changing website hosting company and updating the current website.

Business Administrator Nicolau let us know that the agreement with our current web company will end at the end of the summer and the rate will increase significantly upon renewal. He suggested we look into getting a different web host company for our website. Commissioner Schmidt made a motion for Business Administrator Nicolau to investigate getting another website hosting company, Commissioner Hernandez seconded the motion. Motion passed unanimously.



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- iii. Discuss, consider, and take action regarding obtaining Treasurer’s bond.

Business Administrator Nicolau stated that we need to obtain a bond for our Jim Wells County ESD #1 Board treasurer. Commissioner Hernandez made a motion for Business Administrator Nicolau to look into getting the bond set up for the treasurer, Commissioner Schmidt seconded the motion. Motion passed unanimously.

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

- i. Take action on the construction of a new display box for posting agendas and notices at the APFH.

A new box has been made and it is finished. Business Administrator Nicolau will write a check from SVFD account for \$200 to pay for the construction of the box.

- ii. Update on outstanding grants submitted (TFS Equipment Grant, Rural VFD Insurance Program, others?)

Assistant Fire Chief Bradfute had some information. For the Wildland Grant for gear there is a quote from Water Ax Mark 3 company for \$12,724.25. Tabled for next month to get more information from Chief Barajas.

- iii. Update on Respirator Fit Testing Program.

There is no information on this. Tabled until next month to get information from Chief Barajas.

- iv. Update on FM 534 substation and donated supplies.

An update was given from Captain Cole. He indicated there are now two volunteers near that location that can drive the truck if needed.

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

- i. Update on second water well construction with monies provided by Jim Wells County Commissioners Court.

Commissioner Schmidt gave an update, the original funding that had been discussed earlier will be honored and any additional funds needed will be provided from the Fire Fund from the County Judge.

- ii. Update on purchase of three sets of Wildland gear.

Assistant Chief Bradfute stated that all 3 sets of gear have been received.

- iii. Update on planning for future disaster events.

Ongoing, no new updates.

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

Ongoing, no new updates.

10. ADJOURNMENT

Commissioner Schmidt made a motion to adjourn the meeting and Commissioner Hernandez seconded. Motion passed unanimously and Commissioner Carter adjourned the meeting at 7:39 pm.

Commissioner Diana Hernandez, Secretary
Jim Wells County ESD #1

Date Submitted 4-5-2024