



P.O. Box 683
Clint, Texas 79836

Phone (915) 851-0304 • Fax (915) 851-9000

MINUTES OF A REGULAR MEETING

Date: Wednesday, November 19, 2014

Time: 7:00 PM

Place: El Paso County Emergency Services District #2 – Board Room
100 S. San Elizario Rd., Suite N
Clint, Texas 79836

Posted: Monday, December 29, 2014 at 2:22 PM

All matters listed on this agenda may be discussed in executive session at the option of the El Paso County Emergency Services District #2 Commissioners following verbal announcement if an appreciate exception to the open meeting requirement of the Texas Open Meetings Act is applicable.

1. Call meeting to order.
Meeting was called to order at 7:02 P.M. by Annette Gonzalez.

Pledge of Allegiance

2. Establishment of Quorum
Present was President Bill Adler, Commissioner Jerry Knotts, Treasurer Elvia Schuller and Secretary Adrian Santana. Absent was Vice President Pamela Padilla. Also present was the District Attorney, Richard Contreras.
3. Public comments, must notify the board to speak on certain agenda items.
(5 minutes) Sign-in sheet provided.

Consent Agenda

4. Discuss and approve the minutes of the special meeting held on October 22, 2014.
5. Discuss and take action on the financial report by Annette M. Gonzalez.
 - a. Report on the bank balances.
Money market, operation account, inspection account
 - Bank reconciliations
 - Check registers attached
 - Department profit & loss budget vs. actual



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- b. Approve for payment of the monthly bills and the request for reimbursement.
A motion to approve by Bill Adler and seconded by Elvia Schuller.
Motion carried.

Regular Agenda

6. Discuss and approve the pension report for the 502's, 503's, 504's and retirement.
Submitted By: Boyd Smith, Pension Chair
No action needed, informational purposes only.
7. Discuss and provide updates on the First Responder Organization (FRO).
Submitted By: Ray Trevizo, San Elizario Fire Department
No action needed, informational purposes only.
8. Discuss and take action on changing the agricultural burn permit and fees.
Submitted By: Roger Esparza, Inspection Division
A motion to approve by Elvia Schuller and seconded by Bill Adler. Motion carried.
9. Discuss and take action on approving the ESD #2 pension plan.
Submitted By: Annette Gonzalez, District Administrator
A motion to approve by Bill Adler and seconded by Jerry Knotts. Motion carried.
10. Discuss and take action on policies regarding nepotism, late fees, sales tax, finance charges and department meals reimbursement.
Submitted By: Roger Esparza, Fire Marshal
A motion to postpone by Elvia Schuller and seconded by Bill Adler. Motion carried.
11. Discuss and take action on approving the engagement letter from Pena Briones McDaniel & Co. to conduct the ESD #2 FY '13-'14 audit.
Submitted By: Annette Gonzalez, District Administrator
A motion to approve by Bill Adler and seconded by Elvia Schuller. Motion carried.
12. Discuss and take action on HNTB's request for right of entry to property 1501 N. FM 1110 Road Clint, TX 79836.
Submitted By: Annette Gonzalez, District Administrator
A motion to approve by Elvia Schuller and seconded by Jerry Knotts. Motion carried.



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13. Consider and take action to modify the distribution of operating fund levels for each department consistent with budget requests.
Submitted By: Richard Contreras, Legal Counsel
A motion to approve by Elvia Schuller and seconded by Jerry Knotts. Motion carried.
14. Discuss and take action on MVFR purchasing 25 traditional helmets and 25 sets of fire boots. Purchase was made under the “Daco Fire Equipment Buy Board Contract.”
Submitted By: Roland Glidden, Montana Fire & Rescue
A motion to approve by Elvia Schuller and seconded by Jerry Knotts. Motion carried.
15. Discuss and take action on approving SFD to purchase 10 wood lockers from Lockers.com for the sleeping area in the amount of \$7,781.64.
Submitted By: Robert Cerecerez, Socorro Fire Department
A motion to approve by Adrian Santana and seconded by Jerry Knotts. Motion carried.
16. Discuss and take action on approving SFD equipment for Quint 701.
Submitted By: Robert Cerecerez, Socorro Fire Department
A motion to postpone by Elvia Schuller and seconded by Jerry Knotts. Motion carried.
17. Discuss and take action on approving reimbursement for loss of wages for Diego Sarinana for enrollment to a class at Texas EMS Conference in the month of November; 17 hours at \$10.00 per hour.
Submitted By: Robert Cerecerez, Socorro Fire Department
A motion to approve as discussed by Elvia Schuller and seconded by Jerry Knotts. Motion carried.
18. Discuss and take action for SFD handing over a 1967 Kaiser truck #332-922, to the district. This vehicle was lost for several years in the city of Socorro and the same has requested for this vehicle be removed from their lot.
Submitted By: Robert Cerecerez, Socorro Fire Department
A motion to delete by Elvia Schuller and seconded by Jerry Knotts. Motion carried.
19. Discuss and take action on Sales Tax Assurance update on sales tax revenue.
Submitted By: Richard Fletcher, Sales Tax Assurance LLC
No action needed.
20. Discuss and take action on WVFD purchasing a 2013 Case 580N Backhoe in



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the amount of \$59,900. WVFD is proposing to donate \$30,000 from the department's corporate account and the district financing the remaining balance.

Submitted By: Bill Adler, West Valley Fire Department

A motion to approve by Elvia Schuller and seconded by Jerry Knotts. Motion carried.

21. Discuss and approve the next meeting to take place on December 17, 2014 at 7:00 P.M.

Submitted By: Annette Gonzalez, District Administrator

A motion to approve by Elvia Schuller and seconded by Adrian Santana. Motion carried.

22. Adjournment.

A motion to adjourn by Jerry Knotts and seconded by Elvia Schuller. Motion carried.