

MINUTES OF THE REGULAR MEETING OF THE EL PASO COUNTY EMERGENCY SERVICES DISTRICT NO. 2 HELD AT THE CLINT FIRE DEPARTMENT,

WEDNESDAY 19 JUNE 2013

1. CALL MEETING TO ORDER.

Meeting was called to order by President Adler at 7:00 P.M.

PLEDGE OF ALLEGIANCE

2. ESTABLISHMENT OF QUORUM

Present was President William Adler, Vice President Pamela Padilla, Treasurer Elvia Schuller, Assistant Treasurer Jerry Knotts, Secretary Mario Murillo, establishing a quorum. Also present was the Districts' 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 REGULAR MEETING 08 MAY 2013, AND SPECIAL MEETING HELD 31 MAY 2013.

5. DISCUSS AND TAKE ACTION ON THE FINANCIAL REPORT BY BECKY TERRAZAS.

A. REPORT ON THE BANK BALANCES.

MONEY MARKET, OPERATING NOW ACCOUNT, INSPECTION ACCOUNT

- **BANK RECONCILIATIONS**
- **CHECK REGISTERS ATTACHED.**
- **DEPARTMENTS PROFIT & LOSS**

B. APPROVE FOR PAYMENT OF THE MONTHLY BILLS AND THE REQUEST FOR REIMBURSEMENT.

A motion to request for the Montana Vista credit card charge to the Sheridan Resort Hotel on June 19, 2013 for M&M's in the amount of \$7.97 and water in the amount of \$9.30, given a grand total of \$22.09 (including tax), shall be removed from the reimbursement packet requested by William Adler and seconded by Pamela Padilla. Motion carried.

C. DISCUSS AND TAKE ACTION ON PURCHASES, REFINANCING, CONSOLIDATIONS OVER \$2,000 (an affidavit of cost must be presented 885.073)

- 1. CLINT – REQUESTS 3 - 02 SENSORS FROM SOLE SOURCE \$8,9994.**
- 2. FABENS – REQUEST PURCHASE OF EXTRICATION EQUIPMENT.**
- 3. FABENS – REQUEST 3 – 02 SENSORS FROM SOLE SOURCE \$8,994.**

6. DISCUSS AND APPROVE THE RAC MEETING AND UPCOMING GRANTS BY WENDY YOUNGER.

7. DISCUSS AND APPROVE THE PENSION REPORT BY BOYD SMITH ON THE 502'S, 503'S, 504'S AND RETIREMENT.

The consent agenda items were unanimously approved on a motion made by Pamela Padilla and seconded by Mario Murillo.

REGULAR AGENDA

8. (REQUESTED BY ATTORNEY RICHARD CONTRERAS) REPORT ON THE FOLLOWING:

A motion was made to delete item by Mario Murillo and seconded by Elvia Schuller. Motion carried.

9. DICUSS AND TAKE ACTION ON MANAGEMENTS RESPONSE TO THE 2012 FISCAL YEAR AUDIT FINDINGS.

Postponed as per Elvia Schuller and seconded by Jerry Knotts. Motion carried.

10. POSTPONED 4/10, 05/08 BY JERRY KNOTTS (REQUESTED BY CHIEF MARTINEZ) DISCUSS AND TAKE ACTION ON FABENS NEW BUILDING, TO DEMOLISH IT OR REMODEL. THE BUILDING NEEDS FAR TOO MANY UPGRADES.

A motion was made to get three (3) quotes to demolish and conduct studies requested by William Adler and seconded by Elvia Schuller. Motion carried.

11. (REQUESTED BY PRESIDENT ADLER) DISCUSS AND TAKE ACTION ON THE PREMLINARY BUDGETS AND SPECIAL PROJECTS, FOR FISCAL YEAR 2014, FOR CLINT, FABENS, MONTANA VISTA, SAN ELIZARIO, SOCORRO AND WEST VALLEY.

A motion was made to amend fire station budgets to include operating expenses, 8% increase for fiscal year 2014 and special projects, must be submitted in two (2) weeks for review by the board, requested by William Adler and seconded by Elvia Schuller. Motion carried.

12. (REQUESTED BY CHIEF LOPEZ) DISCUSS AND APPROVE THE SPECS FOR A 3000 GALLON TANKER AND THEN GO OUT FOR BID AND OPEN BIDS.

A motion to amend the proposal and bid on the financing of the 3000 gallon tanker in the amount of \$323,504.22 requested by Pamela Padilla and seconded by Jerry Knotts. Motion carried.

13. POSTPONDED 05/08 BY ELVIA SCHULLER (REQUESTED BY CHIEF ADLER) DISCUSS AND TAKE ACTION TO ALLOW WVFD TO INSTALL 3 PHASE ELECTRIC SERVICE TO THE MAINTENANCE GARAGE. THIS IS EXPECTED TO BE BETWEEN TWO TO THREE THOUSAND DOLLARS. THREE QUOTES ARE BEING SOLICITED.

Postponed on a motion requested by William Adler and seconded by Elvia Schuller. Motion carried.

14. (REQUESTED BY BECKY TERRAZAS) DISCUSS AND TAKE ACTION ON DELETING PROPERTY INSURANCE OF \$2,441 PER YEAR AND PAYMENT OF UTILITIES FOR FABENS PROPERTY AT 215 MAIN ST. FABENS.

A motion was made to delete property 219 E. Main in ten (10) days from district policy requested by William Adler and seconded by Pamela Padilla. Motion carried.

15. MEET WITH MR. CANO, REPRESENTATIVE FROM THE CANO HR GROUP TO INFORM THE BOARD ABOUT HIS HUMAN RESOURCES SERVICES.

Information only, given by Tommy Cano.

16. DISCUSS AND APPOINT THE CHAIRMAN OF THE PENSION BOARD BY REVIEWING LETTER OF INTEREST RECEIVED.

A motion was made to appoint Boyd Smith as the pension board by Elvia Schuller and seconded by Jerry Knotts. Motion carried.

17. DISCUSS AND TAKE ACTION ON RESOLUTION 2013-005 A RESOLUTION AUTHORIZING A TAX RESALE PRESENTED BY CARMEN PEREZ FROM DELGADO, ACOSTA, SPENCER, LINEBARGER & PEREZ, LLP.

Information given by a representative from Delgado, Acosta, Spencer, Linbarger & Perez, LLP and a motion was requested by Elvia Schuller, seconded by Mario Murillo. Motion carried.

18. POSTPONED 05/08 BY MARIO MURILLO. DISCUSS AND TAKE ACTION ON A PA SYSTEM FOR DISTRICT MEETINGS.

A motion was made to approve eight (8) microphones and PA system for less than \$2,000 by Mario Murillo and seconded by Elvia Schuller. Motion carried.

19. (REQUESTED BY ROGELIO ESPARZA) DISCUSS AND TAKE ACTION ON ALLOWING CHIEF ESPARZA TO ATTEND A HUMAN RESOURCES CLASS ON JUNE 26TH AT A COST OF \$149.

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

20. (REQUESTED BY PRESIDENT ADLER) DISCUSS AND TAKE ACTION ON MANDATING EACH FIRE CHIEF TO TAKE THE EL PASO COUNTY ETHICS TRAINING COURSE.

A motion to amend, for all Fire Chief's and Administrative Assistant's to take an annual ethics course requested by William Adler and seconded by Elvia Schuller. Motion carried.

21. (REQUESTED BY PRESIDENT ADLER) DISCUSS AND TAKE ACTION ON WVFD DONATING THE SURPLUS RADIO CHARGERS AND RADIO ACCESSORIES TO THE EL PASO COUNTY SHERIFF'S DEPARTMENT (OLD HT ACCESSORIES THAT THEY ARE STILL USING.)

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

22. (REQUESTED BY PRESIDENT ADLER) DISCUSS AND APPROVE AN EMERGENCY PURCHASE FOR A REPEATER FOR MONTANA VISTA FORM RTC \$14,487.48.

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

23. (REQUESTED BY PRESIDENT ADLER) DISCUSS AND TAKE ACTION ON REMOVING ALL CREDIT CARDS FROM THE MONTANA VISTA FIRE DEPARTMENT.

A motion was made to remove credit cards from Montana Vista Fire for one (1) year by Pamela Padilla and seconded by Elvia Schuller. Motion carried.

24. (REQUESTED BY PRESIDENT ADLER) DISCUSS AND TAKE ACTION ON ORDER WRIGHT EXPRESS FUEL CARDS UNDER THE DISTRICT ACCOUNT FOR ALL MONTANA VISTA UNITS TO SPECIFY FUEL ONLY.

A motion to request for a list of vehicles, vehicle identification numbers, unit numbers, license plate numbers and the individual's assigned to each vehicle in ten (10) days by Pamela Padilla and seconded by Mario Murillo. Motion carried.

EXECUTIVE SESSION

25. THE EL PASO COUNTY ESD #2 IS NOW ENTERING INTO A CLOSED MEETING, PURSUANT TO THE TEXAS GOVERNMENT CODE SECTION 551.071; TO CONSULT WITH THE DISTRICT ATTORNEY CONCERNING ALL MATTERS IDENTIFIED IN THE AGEND. WHERE THE BOARD MEMBERS SEEK THE ADVICE OF THEIR ATTORNEY AS PRIVILEGED COMMUNICATIONS. THE DATE IS 19 JUNE 2013 TIME:

- A. (REQUESTED BY PRESIDENT ADLER) CONSIDER ACTION ON STATUS OF WENDY YOUNGER RESULTING FROM AUDIT REPORT.**
- B. (REQUESTED BY PRESIDENT ADLER) CONSIDER ACTION ON VOLUNTEER STATUS OF ROBERT OSTRENGA.**
- C. (REQUESTED BY PRESIDENT ADLER) CONSIDER ACTION ON EMPLOYMENT STATUS OF REBECCA TERRAZAS.**

THE EL PASO COUNTY ESD #2 BOARD HAS COMPLETED ITS CLOSED MEETING. THE DATE IS 19 JUNE 2013 AND THE TIME IS: 9:02 P.M.

THE EL PASO COUNTY ESD #2 BOARD HAS RECONVENED INTO REGULAR SESSION.

A. CONSIDER AND TAKE ACTION ON THE STATUS OF WENDY YOUNGER RESULTING FROM THE AUDIT REPORT.

A motion was made to terminate Wendy Younger on the bases of her performance and must return all equipment, district property and turn in all items to Chief Glidden and a Fire Marshal at the same time, in ten (10) business days and not allowed on district property, by William Adler and seconded by Pamela Padilla. Motion carried.

B. CONSIDER AND TAKE ACTION OF THE VOLUNTEER STATUS OF ROBERT OSTRENGA.

A motion was made to have Robert Ostrenga not allowed on property or allowed on station vehicles and turn in all equipment to Chief Glidden and a Fire Marshal at the same

time in ten (10) business days by William Adler and seconded by Pamela Padilla.
Motion carried.

C. (REQUESTED BY PRESIDENT ADLER) CONSIDER AND TAKE ACTION ON EMPLOYMENT STATUS OF REBECCA TERRAZAS.

A motion was made to terminate Rebecca Terrazas on the bases of her performance by William Adler and seconded by Pamela Padilla. Motion carried.

26. (REQUESTED BY PRESIDENT ADLER) CONSIDER AND TAKE ACTION ON CHANGING THE CHAIN OF COMMAND.

A motion was made to have the Chief Fire Marshal, Rogelio Esparza oversee the District Office employees by Elvia Schuller and seconded by Jerry Knotts. Motion carried.

27. (REQUESTED BY PRESIDENT ADLER) DISCUSS AND TAKE ACTION ON HIRING A NEW AA FOR MONTANA VISTA FIRE DEPARTMENT AND THE AA WILL DO ALL THE WORK PERFORMED BY ALL DISTRICT AA'S.

A motion to approve by Pamela Padilla and seconded by Mario Murillo. Motion carried.

28. (REQUESTED BY CHIEF TREVIZO) DISCUSS AND TAKE ACTION ON PROPOSALS FOR FLOORING AND ROOFING.

Postponed on a motion by Mario Murillo and seconded by Elvia Schuller. Motion carried.

29. (REQUESTED BY ROGELIO ESPARZA) DISCUSS AND TAKE ACTION ON THE PURCHASE OF A NEW PRINTER FOR THE ADMINISTRATOR'S OFFICE.

Postponed on a motion by Mario Murillo and seconded by Elvia Schuller. Motion carried.

30. (REQUESTED BY MARIO MURILLO) DISCUSS AND TAKE ACTION ON 3 SUBMITTED QUOTES TO REPLACE 2 PUMER LIGHTBARS TO MEET NFPA STANDARDS FOR SOCORRO PUMPERS.

A motion to approve DACO to replace and install lightbars in the amount of \$1,900 by Pamela Padilla and seconded by Jerry Knotts. Motion carried.

31. (REQUESTED BY MARIO MURILLO) DISCUSS AND TAKE ACTION ON WHEN ALL AGENDA ITEMS ARE TO BE SUBMITTED.

A motion was made that requires all agenda items requested to be submitted on the Thursday before board meeting at noon by Elvia Schuller and seconded by Pamela Padilla. Motion carried.

32. (REQUESTED BY MARIO MURILLO) DISCUSS AND TAKE ACTION ON WHEN THE AGENDA WILL BE POSTED.

A motion was made that meeting agendas will be filed on the Friday before the board meeting by 4:00 P.M., by the district office personnel requested by Elvia Schuller and seconded Pamela Padilla. Motion carried.

33. (REQUESTED BY CHIEF LOPEZ) DISCUSS AND APPROVE THE PURCHASE OF 1 ICE MACHINE TO REPLACE BROKEN ONE AT STATION 1 MAX \$5,200.

A motion was made to purchase a \$3,900.00 ice machine from Aspin Refrigeration by Jerry Knotts and seconded by Elvia Schuller. Motion carried.

34. (REQUEST BY ROGELIO ESPARZA) DISCUSS AND TAKE ACTION ON ADOPTING THE CITATION FEE SCHEDULE THE CITY OF EL PASO USES FOR THE FIRE PREVENTION.

A motion to approve by Pamela Padilla and seconded by William Adler. Motion carried.

35. ADJOURNEMENT

There being no further business, the meeting was unanimously adjourned.

President William Adler