



***El Paso County
Emergency Services District #2***

P.O. Box 683

Clint, Texas 79836

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

MINUTES OF A SPECIAL MEETING OF THE EL PASO COUNTY EMERGENCY SERVICES DISTRICT NO. 2 WAS HELD AT THE

**EL PASO COUNTY ESD#2 - BOARD ROOM
100 S. SAN ELIZARIO, SUITE N
CLINT, TEXAS 79836**

**MONDAY, NOVEMBER 25TH, 2013
AT 7:00 P.M.**

The facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodation for interpretive services must be made 48 hours prior to the meeting. Please contact the District's office at (915)851-0304 for further information.

1. CALL MEETING TO ORDER.

Meeting was called to order by Annette Gonzalez at 7:10 P.M.

PLEDGE OF ALLEGIANCE

2. ESTABLISHMENT OF QUORUM

Present was President William Adler, Treasurer Elvia Schuller, Treasurer Jerry Knotts and Secretary Mario Murillo. Absent was Vice President Pamela Padilla. 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

NOTICE TO THE PUBLIC: All matters listed under the Consent agenda below will be considered by the Board of Commissioners to be routine and will be enacted by one motion in the form listed below. There will be no separate discussion of these items unless a Commissioner requests specific items to be removed from the Consent agenda. If an item or items are removed from the Consent agenda they will be placed upon the regular agenda for discussion and action prior to the time the board votes on the motion to approve and adopt the Consent agenda.

CONSENT AGENDA

4. DISCUSS AND APPROVE THE MINUTES OF THE REGULAR MEETING HELD ON OCTOBER 3RD, 2013 AND OCTOBER 16TH, 2013.



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5. **DISCUSS AND TAKE ACTION ON THE FINANCIAL REPORT BY ANNETTE M. GONZALEZ.**
 - A. **REPORT ON THE BANK BALANCES.
MONEY MARKET, OPERATING ACCOUNT, INSPECTION ACCOUNT**
 - **BANK RECONCILIATIONS**
 - **CHECK REGISTERS ATTACHED**
 - **DEPARTMENT PROFIT & LOSS**
 - B. **APPROVE FOR PAYMENT OF THE MONTHLY BILLS AND THE REQUEST FOR REIMBURSEMENT.**
6. **DISCUSS AND APPROVE THE PENSION REPORT BY BOYD SMITH. 502's, 503's, 504's AND RETIREMENT.**

A motion to accept Consent Agenda by Mario Murillo and seconded by Elvia Schuller. Motion carried.

REGULAR AGENDA

7. **(Request by Chief Lopez) DISCUSS AND TAKE ACTION ON CLINT FIRE DEPARTMENT BEING APPROVED FOR A \$200,000 GRANT TO PURCHASE A LARGE BRUSH TRUCK. THE GRANT COVERS 90% OF THE COST OF THE VEHICLE NOT TO EXCEED \$200,000.**

A motion to approve by Elvia Schuller and seconded by Bill Adler. Motion carried.
8. **(Request by Chief Lopez) DISCUSS AND TAKE ACTION ON RECEIVING SEED MONEY AND THE SERVICE CONTRACT AGREEMENT WITH CLINT FIRE DEPARTMENT AND THE DISTRICT.**

No action required.
9. **Postponed on October 16, 2013 by Commissioner Adler (Request by Chief Lopez) DISCUSS AND TAKE ACTION TO PURCHASE AN ONLINE SUBSCRIPTION TO ACTION TRAINING SYSTEM, FIRE FIGHTER 1 AND 11 SERIES INTERACTION COURSES IN THE AMOUNT OF \$7,150 TO REPLACE DAMAGED SYSTEM THAT WAS IN PLACE.**

A motion to table for the following month until claim is resolved with VFIS by Elvia Schuller and seconded by Jerry Knotts. Motion carried.



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- 10. Postponed on November 13, 2013 by Commissioner Murillo (Request by Chief Esparza) DISCUSS AND TAKE ACTION ON THE PURCHASE OF THE TWO (2) NEW VEHICLES FOR THE FIRE MARSHAL'S OFFICE AT A PRICE OF \$79,689.50 THIS WILL BE FOR THE VEHICLE FULLY EQUIPPED.**

A motion to approve by Jerry Knotts and seconded by Bill Adler. Motion carried.

- 11. (Request by Chief Glidden) DISCUSS AND TAKE ACTION ON THE REQUEST TO DONATE ELEVEN (11) COMPLETE SETS OF BUNKER GEAR, AS WELL AS TWO (2) JACKETS THAT ARE ON HAND AT MONTANA VISTA FIRE AND RESCUE THAT HAVE EXPIRED AND ARE NO LONGER ABLE TO BE USED.**

A motion to approve by William Adler and seconded by Jerry Knotts. Motion carried.

- 12. (Request by Annette Gonzalez) DISCUSS AND TAKE ACTION ON CLARIFYING THE ALLOWABLE 40 WORKING HOURS FOR THE DISTRICT ADMINISTRATIVE ASSISTANT.**

A motion to approve by Elvia Schuller and seconded by Bill Adler. Motion carried.

- 13. (Request by Commissioner Adler) DISCUSS AND TAKE ACTION TO EXTEND ALL MECHANICAL WORK TO BE HANDLED THROUGH THE DISTRICT ONLY.**

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

- 14. (Request by Chief Adler) DISCUSS AND TAKE ACTION ON PURCHASING NATURAL GAS LINE SQUEEZE TOOLS FOR WEST VALLEY FIRE DEPARTMENT THAT WILL EXCEED \$2,000.**

A motion to approve with the condition Chief Adler speaks to Texas Natural Gas to purchase tools at retail cost by Elvia Schuller and seconded by Jerry Knotts. Motion carried.

- 15. (Request by Annette Gonzalez) DISCUSS AND TAKE ACTION ON CLINT FIRE DEPARTMENT NOT PROVIDING ONLINE BANKING ACCESS TO THE DISTRICT ADMINISTRATOR.**

No action needed.

- 16. (Request by Commissioner Murillo) DISCUSS AND TAKE ACTION TO REVIEW INVOICES FOR THE DISTRICT.**

A motion to approve by Bill Adler and seconded by Elvia Schuller. Motion carried.



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17. (Request by Chief Trevizo) DISCUSS AND TAKE ACTION ON REQUESTING THE ESD#2 DISTRICT TO PAY THE DEPARTMENTS FOR SERVICES RENDERED BY FY2012.

A motion to allow sixty (60) day extension for all departments not in compliance with the 501(c)(3) tax exemption status in order to receive contract fee. Motion carried.

18. (Request by Chief Esparza) DISCUSS AND TAKE ACTION ON ALLOWING COMPUTER NET SOLUTIONS (CNS) AS THE TEMPORARY IT COMPANY FOR THE DISTRICT UNTIL WE HAVE REVIEWED ALL OTHER IT COMPANIES AVAILABLE.

A motion to delete item by Bill Adler seconded by Elvia Schuller. Motion carried.

19. (Request by Chief Esparza) DISCUSS AND TAKE ACTION ON ALLOWING THE FIRE MARSHALS OFFICE TO CARRY WEAPONS WHEN THEY ARE LICENSED PEACE OFFICERS IN THE STATE OF TEXAS.

A motion to approve, subject to limitations and document El Paso County ESD#2 policy by Bill Adler and seconded by Jerry Knotts. Motion carried.

20. (Request by Chief Esparza) DISCUSS AND TAKE ACTION ON LABOR RATES PROPOSED BY THE AUTOMOTIVE DEALERSHIPS.

A motion to delete item.

21. (Request by Chief Adler) DISCUSS AND TAKE ACTION ON APPROVING RITE STRIPE PROPOSAL FOR REMOVAL AND REINSTALLATION OF VEHICLE DECALS IN THE AMOUNT OF \$2,400.

A motion to approve by Mario Murillo and seconded by Jerry Knotts. Motion carried.

22. (Requested by Commissioner Murillo) DISCUSS AND TAKE ACTION TO BALANCE THE BUDGET FOR ALL 6 FIRE DEPARTMENTS.

A motion to approve for a 3% budget increase from actuals in effort to control operational expenses. The allowable budget for FY' 13-'14 for Clint is \$174,431.97, Fabens is \$152,786.21, Montana Vista is \$192,449.19, San Elizario \$142,889.25, Socorro is \$260,519.61 and West Valley is \$278,547.61. Motion carried.

23. (Requested by Annette Gonzalez) DISCUSS AND APPROVE THE NEXT MEETING TO TAKE PLACE ON December 18, 2013 AT 7:00 P.M.

24. ADJOURNMENT

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



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President William Adler