

**MINUTES OF THE REGULAR EL PASO COUNTY EMERGENCY SERVICES DISTRICT NO. 2
MEETING HELD 14 MARCH 2012 AT THE SAN ELIZARIO FIRE DEPARTMENT AT 7:00 P.M.**

1. DISCUSS AND TAKE ACTION: COMMENTS BY THE DISTRICT'S ATTORNEY TERRI GARCIA, AS TO WHETHER WE SHOULD HOLD A MEETING OR NOT.

On a motion made by Nick Sierra and seconded by Bill Adler the Board of Commissioners entered into a Closed session pursuant to the Texas Government Code Section 551.071 to consult with the District's attorney concerning all matters identified in the agenda where the board members seek the advice from their attorney as privileged communications. at 7:07 P.M. Motion carried.

The Board of Commissioners reconvened into the Regular Meeting on a motion made by Bill Adler and seconded by Nick Sierra at 7:17 P.M. Motion carried.

Items from the regular meeting agenda to be discussed are: 1, 2, 3, 4, 5, 6, 7, 11, 12, 17, 18, 26 & 27. Motion was made by Robert Ostrenga and seconded by Bill Adler. Motion carried.

2. CALL MEETING TO ORDER.

Meeting was called to order by President Carlos Sandoval at 7:20 P.M.

3. ESTABLISHMENT OF QUORUM.

Present were: President Sandoval, Vice President Adler, Treasurer Nick Sierra, Commissioner Robert Ostrenga. Absent was Commissioner Jose Lara. Also present was the District's Attorney Teresa Garcia and the Administrative Assistant Rebecca Terrazas.

4. DISCUSSION AND TAKE ACTION ON POSTING OF NOTICE FOR THE REGULAR 14 MARCH 2012 REGULAR MEETING.

The notice of the meeting was timely posted at the El Paso County Clerk's Office on 03/12/2012.

5. DISCUSS AND TAKE ACTION ON THE MINUTES OF THE REGULAR MEETING 02/08/12 AND THE EMERGENCY MEETING HELD 02/10/12.

The minutes of February 8th and the Emergency meeting held February 10 were unanimously approved as written on a motion made by Bill Adler and seconded by Nick Sierra.

6. PUBLIC COMMENTS, MUST NOTIFY THE BOARD TO SPEAK ON CERTAIN AGENDA ITEMS. (5 minutes)

A sign-in sheet was provided.

7. (requested by Carlos Sandoval) DISCUSS AND TAKE ACTION ON OPENING BIDS AND MAKE AWARD ON REFINANCING THE LONG TERM LEASES.

The proposals were opened , however, no action was taken.

8. (requested by Carlos Sandoval) DISCUSS AND TAKE ACTION ON APPROVING CONTRACT, INCLUSIVE OF ANY AND ALL REQUIRED PAPERWORK TO FINALIZE THE PROPERTY PURCHASE LOCATED AT 229 MAIN, FABENS AND THE LEASE FOR RENT FOR THE DISTRICT OFFICE.

Postponed

9. (request by Carlos Sandoval) **DISCUSS AND TAKE ACTION ON HIRING AN ATTORNEY TO PROVIDE LEGAL SERVICES RELATED TO ISSUES WITH THE CITY OF SOCORRO.**

Postponed

- 10 (requested by Carlos Sandoval) **DISCUSS AND TAKE ACTION ON GOING OUT FOR BID FOR HEALTH INSURANCE FOR THE 2 FULL TIME EMPLOYEES IN THE INSPECTION DEPARTMENT.**

Postponed

11. **DISCUSS AND TAKE ACTION ON THE FINANCIAL REPORT BY BECKY TERRAZAS: REPORT ON THE BANK BALANCES:**

A. MONEY MARKET	NOW ACCOUNT	INSPECTION DEPARTMENT.
\$2,053,556.89	\$1,816,445.85	\$109m725.70

B. APPROVAL FOR PAYMENT OF THE MONTHLY BILLS AND THE REQUESTS FOR REIMBURSEMENT.

Clint - \$26961.47, Fabens - \$28,504.47 San Elizario - \$7,598.46 and \$18,735.15

Socorro - \$37,112.51, West Valley \$ 28223.34 and \$19,085.23, Montana Vista - \$31,698.38

The requests for reimbursement received from the departments were unanimously approved for payment on a motion made by Robert Ostrenga and seconded by Bill Adler.

12. **DISCUSS AND TAKE ACTION ON PURCHASES, REFINANCING, CONSOLIDATION OVER \$2000.00. (notarized and itemized statement of cost must be presented. 775.073**

Clint – Jose Melendez /Salary \$2,473.48, DACO/ wench with cables \$6,938.99.

Fabens – Emergency reporting \$2,268.00, El Paso Office products / furniture \$3,401.85, EMT’s ECA classes \$3,500.00

San Elizario – DACO/ Vehicle maintenance \$10,569.93, Emergency reporting \$2,496.00

Socorro – Philpott motors / accessories \$7,795.00

West Valley – Wright Express / fuel, Fire Safety & Inspection \$4,500.00, Design Const. \$2,488 burn bldg. maintenance

Montana Vista – GE Fleet / fuel \$3,548.15, Growing Concern \$2,204.20, EMT’s/ ECA training \$4,500.00
TEEX/per diem \$2,400.00

All of the purchases over \$2,000 were attached to a sworn and notarized affidavit and approved on a motion made by Nick Sierra and seconded by Carlos Sandoval.

13. **DISCUSS AND TAKE ACTION ON APPROVAL TO SELL VEHICLES REQUESTED BY: FABENS: 1 – 2002 TAHOE AND 1 - 2003 RESCUE 3 CLINT: 2 – 2005 SILVARADO PICK UPS.**

Postponed

14. **DISCUSS AND TAKE ACTION ON THE FOLLOWING: FABENS REQUESTS APPROVAL TO PURCHASE 2 – 2012 TAHOES, \$30,360 EACH AND 1 – 2012 SUBURBAN PLUS ACCESSORIES, APPROX \$34 TO \$36 THOUSAND.**

CLINT REQUESTS APPROVAL TO PURCHASE 1 – 2012 SUBURBAN APPROX. \$36,260.00 AND 1 – 2012 SILVERADO PICK UP APPROX \$25,000 PLUS ACCESSORIES \$9,800.

Postponed

- 15** (requested by Chief Lopez) **DISCUSS AND TAKE ACTION ON PROPOSALS FOR A 2012 SMALL BRUSH TRUCK LX550 \$130,000 WITH ACCESSORIES INCLUDED.** (request was approved on 14 December 2011)
Postponed
- 16.** (requested by Robert Cerecerez, Socorro)
A. DISCUSS AND TAKE ACTION FOR CONSTRUCTION OF AN ADDITIONAL BAY CONSTRUCTION FOR ADDIIONAL OFFICES TO THE SOCORRO FIRE STATION ON NORTH LOOP BY DESIGN CONSTRUCTION WITH A PRICE OF \$528,000. MINUS \$70,000 FROM A BUILDING LOAN, LEAVING A TOTAL OF \$458,000.00 WHICH WE'LL NEED TO FINANCE.
Postponed
- B. ALLOW THE SOCORRO FIRE DEPARTMENT TO REVIEW THE FINANCE QUOTES THAT WERE SUBMITTED AND APPROVE A LENDER FOR IT'S CONSTRUCTION PROJECT.**
Postponed
- 17. REPORT ON THE FEBRUARY RAC MEETING AND ANY GRANT INFORMATION.**
Nil
- 18. DISCUSS AND TAKE ACTION ON PENSION BOARD BY CHAIRMAN ROLAND GLIDDEN. REPORT ON THE FOLLOWING: 502's, 503's, 504's, RETIREMENT.**
Nil
- 19. (requested by Bill Adler) DISCUSS AND TAKE ACTION ON RE-NUMBERING ALL ESD #2's VEHICLES.**
Postponed
- 20. (requested by Bill Adler) DISCUSS AND TAKE ACTION ON UPDATING ALL OF THE DISTRICT'S S.O.P.'s.**
Postponed
- 21. (requested by Bill Adler) DISCUSS AND TAKE ACTION ON RE-NEGOCIATION ON ATTORNEY'S FEE STRUCTURE.**
Postponed
- 22. (requested by Bill Adler) DISCUSS AND TAKE ACTION ON CHANGING THE TITLE OF THE ADMINISTRATIVE ASSISTANT TO DISTRICT ADMINISTRATOR.**
Postponed
- 23. (requested by Bill Adler) DISCUSS AND TAKE ACTION ON HIRING A PART TIME AA FOR THE DISTRICT.**
Postponed
- 24. (requested by Becky Terrazas) DISCUSS AND APPROVE PAYING THE ADMINISTRATIVE ASSISTANT HER ACCUMULATIVE COMP TIME THROUGH SEPTEMBER 2011.**
Postponed

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25. (requested by Bill Adler) **DISCUSS AND TAKE ACTION TO REFINANCE ALL VEHICLE LOANS THAT HAVE A TERM OVER 10 YEARS. CHAPTER 775 STIPULATES 10 YEARS MAX ON VEHICLES, AND 20 YEARS MAX ON PROPERTY.**

Postponed

26. **DISCUSS AND TAKE ACTION ON THE NEXT MEETING DATE AND LOCATION. WEDNESDAY 14 APRIL 2012 AT THE SOCORRO FIRE DEPARTMENT AT 7:00 P.M.**

Approved on a motion made by Nick Sierra and seconded by Bill Adler, motion carried

27. **ADJOURNMENT**

There being no further business the meeting was unanimously adjourned on a motion made by Bill Adler and seconded by Robert Ostrenga.

Carlos Sandoval
President