

**MINUTES OF THE REGULAR MEETING OF THE EL PASO COUNTY EMERGENCY SERVICES DISTRICT NO. 2 HELD AT THE MONTANA VISTA FIRE DEPARTMENT, WEDNESDAY 08 MAY 2013**

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**1. CALL MEETING TO ORDER.**

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

**PLEDGE OF ALIIGANCE**

**2. ESTABLISHMENT OF QUORUM**

Present was President Adler, Treasurer Elvia Schuller, Assistant Treasurer Jerry Knotts, Secretary Mario Murillo, establishing a quorum. Absent was Vice President Pamela Padilla. Also present was the Distsricts' Attorney Richard Contreras and the District Administrator Rebecca Terrazas.

**3. PUBLIC COMMENTS, MUST NOTIFY THE BOARD TO SPEAK ON CERTAIN AGENDA ITEMS. (5 minutes) sign-in sheet provided**

El Paso County Commissioner Perez's representatives were present to relate information. The sign-in sheet is attached hereto and becomes part of the minutes.

**CONSENT AGENDA**

**4. DISCUSS AND APPROVE THE MINUTES OF THE REGULAR MEETING 10 APRIL 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.**

**\$2,602,252.00**

**\$\$304,041.47**

**\$167,487.02**

**B. APPROVE FOR PAYMENT OF THE MONTHLY BILLS AND THE REQUEST FOR REIMBURSEMENT. CHECK REGISTERS ATTACHED.**

**C. DISCUSS AND TAKE ACTION ON PURCHASES, REFINANCING, CONSOLIDATIONS OVER \$2000.00 (an affidavit of cost must be presented 885.073.**

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

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

The consent agenda items were unanimously approved on a motion made by Elvia Schuller and seconded by Murillo.

**REGULAR AGENDA**

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

**A. REPORT ON STATUS OF SOCORRO'S FIRE SERVICES.**

Information only presented by Attorney Contreras.

**B. REQUEST FOR AUTHORIZATION TO FILE SUIT VERSUS CITY OF EL PASO FOR PRIOR ANNEXATION COMPENSATION.**

**C. REQUEST AUTHORIZATION TO APPROACH EL PASO CENTRAL APPRAISAL DISTRICT TO REQUEST BILLING FOR PAST YEARS OF FAILED COLLECTIONS DUE TO EL PASO ANNEXATIONS.**

Items B & C. First a demand letter will be sent to the City of El Paso and the El Paso Central Appraisal District, and then a law suit will follow, on a motion made by Mario Murillo and seconded by Elvia Schuller. Motion carried.

**D. REPORT ON STATUS OF EL PASO COUNTY DISPATCHERS AGREEMENT.**

Information by Attorney Contreras.

**E. REPORT ON STATUS OF FIRE MARSHAL'S ENFORCEMENT WITH EL PASO COUNTY ATTORNEY.**

Information only, given by Attorney Contreras.

**9. DISCUSS AND TAKE ACTION: UPDATE ON THE 2012 AUDIT BY SAMMY JOHNSON, CPA.**

**Postponed.** As per President Adler the Audit will be delivered on THE 30<sup>th</sup> of May. A special meeting will be called to approve the audit on the 31<sup>st</sup> of May.

**10. (requested by Chief Martinez) DISCUSS AND TAKE ACTION ON REQUEST TO PURCHASE 15 FIREFIGHTERS HELMETS. QUOTES WILL BE PRESENTED.**

A quote from Bullard UST for 15 helmets is \$4,199.25 was approved on a motion made by Mario Murillo and seconded by Elvia Schuller. Motion carried.

**11. (requested by Chief Lopez) DISCUSS AND APPROVE REQUEST TO GO OUT FOR BID TO PURCHASE A 3000 GAL TANKER TO REPLACE EXISTING TANKER.**

A motion was made to request specs for the tanker and bring to the board for approval and then go out for bids, authorization for publication was approved on a motion made by Mario Murillo and seconded by Elvia Schuller, motion carried.

**12. (quested 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 made by Mario Murillo and seconded by Elvia Schuller. Motion carried.

**13 (requested by President Adler) DISCUSS AND TAKE ACTION TO ACCEPT ROLAND GLIDDEN'S RESIGNATION AS CHAIRMAN OF THE ESD 2 PENSION COMMISSION AND REPLACE HIM WITH BOYD SMITH.**

Roland Glidden's resignation was unanimously approved.

On a motion made by Jerry Knotts, Boyd Smith was selected as Interim Chairman of the ESD Pension Commission for 30 days, and Board will solicit applications from any ESD members who are interested for the position. Seconded by Elvia Schuller. Motion carried.

14. **(requested by Chief Glidden) DISCUSS AND TAKE ACTION ON A REQUEST BY CHIEF GLIDDEN TO SEND ONE MVFR FIREFIGHTER FOR TRAINING, TO ACQUIRE THEIR CDL IN ORDER TO OPERATE TANKER 501, WHICH IS A TRACTOR TRAILER.**  
Motion to approve CDL training for 1 individual from the MVFR department was unanimously approved. Motion was made by Elvia Schuller and seconded by Jerry Knotts. Motion carried.
15. **Postponed 04/10 by Mario Murillo (requested by Chief Martinez) DISCUSS AND TAKE ACTION ON FABENS NEW BUILDING, TO DEMOLISH IT OR REMODEL. THE BUILDING NEEDS FAR TOO MANY UPGRADES.**  
Item was postponed on a motion made by Jerry Knotts, pending an asbestos inspection on the building. Motion carried.
16. **(Requested by Becky Terrazas) DISCUSS AND TAKE ACTION ON THE INTUIT INSTALLATION EXPENDITURE PLUS SERVER AND ROUTER APPROX. \$2438.00**  
There being 6 fire department and the inspection department a motion was made to charge the inspection department 1/7<sup>th</sup> of the total. Motion made by Bill Adler and seconded by Mario Murillo, voting unanimous.
17. **(requested by President Adler) DISCUSS AND TAKE ACTION ON REQUESTING THE CHIEFS TO PREPARE THE 2014 FISCAL YEAR BUDGET AND ANY SPECIAL PROJECTS THEY ARE CONSIDERING FOR THE FOLLOWING YEAR.**  
President Adler instructed the Chiefs to have a draft copy of their proposed 2014 FY budget ready to present to the Board at the June meeting.
18. **(requested by Chief Trevizo) DISCUSS AND APPROVE TO GO OUT FOR BID FOR LOOSE EQUIPMENT FOR THE NEW PUMPER, TO INCLUDE HYDRAULIC RESCUE EQUIPMENT AND THERMAL IMAGING EQUIPMENT.**  
  
The request to go out for bid was unanimously approved..
19. **(requested by FM Esparza) DISCUSS AND TAKE ACTION ON ADDING SOME VERBIAGE TO THE EMPLOYEE HANDBOOK BEFORE GOING TO PRING.**  
The request was unanimously approved. The Handbook will be printed and will be distributed to the ESD employees.
20. **DISCUSS AND APPROVE THE NEXT MEETING TO TAKE PLACE ON 12 JUNE 2013 IN CLINT 1501 FM 1110, CLINT, TEXAS AT 7:00 P.M.**  
  
Location of the next meeting was approved on a motion made by Mario Murillo, voting was unanimous.
21. **ADJOURNEMENT**  
There being no further business the meeting was unanimously adjourned.



**President Bill Adler**

**Dated this the 28<sup>TH</sup> of May 2013**

**By: \_\_\_\_\_**

**Rebecca Terrazas**

**District Administrator**