



16001 Socorro Road
Fabens, Texas 79838

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

MINUTES OF A REGULAR MEETING

Date: Tuesday, September 15, 2020
Time: 6:00 PM
Place: El Paso County Emergency Services District #2 – Board Room
16001 Socorro Road
Fabens, Texas 79838

DUE TO THE STATE OF EMERGENCY AND/OR LOCAL DISASTER CAUSED BY THE COVID-19 PANDEMIC AND THE FEDERAL, STATE, AND LOCAL GUIDANCES, ORDERS AND DECLARATIONS OF DISASTER RELATED THERETO, THE DISTRICT MAY EXERCISE ITS AUTHORITY TO HOLD THE MEETING VIA VIDEOCONFERENCE AND/OR TELEPHONE CONFERENCE CALL OR OTHER REMOTE PROCEDURES BECAUSE OF THE DIFFICULTY AND RISKS OF CONVENING A QUORUM IN ONE LOCATION. THE MEETING MAY BE ACCESSED BY THE PUBLIC VIA WEB:

<https://hype.onscreensolutions.com/epcountyesd2>

Posted: Friday, September 11, 2020

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 appropriate exception to the open meeting requirement of the Texas Open Meetings Act is applicable.

1. Call meeting to order
Meeting was called to order by **Chief Esparza at 6:00 P.M**

Pledge of Allegiance
&
Prayer

2. Establishment of Quorum
Present: President Adrian Santana, Vice President Michael Diaz, Secretary Jacqueline Butler & Commissioner Mike Barnes
Not Present: Treasurer Rick Avalos joined meeting at 6:35 P.M

3. Public comments: must notify the board to speak on certain agenda items.
(5 minutes) Public can comment by calling: **(915) 213-3008**
Pin Code: 146 078 705#.

Chief Cordero called about Item #9 on Service Contract Fees, not meeting 90% in call volume.



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Consent Agenda

4. Discuss and approve the minutes of the special meeting held on August 26, 2020.

Motion: Approved

Motioned by: Vice President Diaz Seconded by: Secretary Butler

Members Voting Aye: President Santana, Vice President Diaz, Secretary Butler and Commissioner Barnes

Members Voting Nay: None

Member Not Present: Treasure Avalos

5. Discuss and take action on the financial report.

- a. Report on the bank balances.

Money market, operation account, inspection account

- Bank reconciliations
- Check registers attached
- Department profit & loss budget vs. actual

- b. Approve for payment of the monthly bills and the request for reimbursement.

Motion Carried.

Regular Agenda

6. Discuss report by Chief Esparza.

Submitted By: Chief Esparza

Informational purposes only.

7. Discuss Communications Report by Elva Ramos.

Submitted By: Chief Esparza

Informational purposes only.

8. Discuss and take action on Bids 2020-1001-1 through 2020-1001-21.

Submitted By: Chief Esparza

Motion: Approved, to review all Bids. Vice President requested on Bid # 2020-1001-1 soil density test.

Motioned by: Vice President Diaz Seconded by: Commissioner Barnes

Members Voting Aye: President Santana, Vice President Diaz, Secretary Butler and Commissioner Barnes

Members Voting Nay: None

Member Not Present: Treasure Avalos



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9. Discuss and take action on payment to the Service Contract Providers, fees will be granted if they meet contract requirements.

Submitted By: Chief Esparza

Treasure Rick Avalos joins meeting at 6:35 P.M.

Motion: Approved, all Service Contractors were granted final payment in the amount of \$10,000.00. Board approved to allow a grace period to extend spending for this Fiscal Year 2019-2020 due to Covid restrictions. Department Chiefs must submit a response call report every six months, next report is due in January 2021, before next contract fee payment.

Motioned by: Vice President Diaz **Seconded by:** President Santana

Members Voting Aye: President Santana, Vice President Diaz, Secretary Butler and Commissioner Barnes & Treasure Avalos

Members Voting Nay: None

10. Discuss and take action on all expenditures exceeding two-thousand dollars: C&R Distributing and TargetSolutions.

Submitted By: Chief Esparza

Motion: Approved, C&R Distributing \$2025.65 & TargetSolutions \$2332.43

Motioned by: Vice President Diaz **Seconded by:** Commissioner Barnes

Members Voting Aye: President Santana, Vice President Diaz, Secretary Butler and Commissioner Barnes & Treasure Avalos

Members Voting Nay: None

11. Discuss and take action on approving the purchase of a Keiser Force Machine for the Fabens Fire Department, Special Projects FY 2020-2021.

Submitted By: Chief Esparza

Motion: Approved, DACO in the amount of \$2,580.00.

Motioned by: Vice President Diaz **Seconded by:** Secretary Butler

Members Voting Aye: President Santana, Vice President Diaz, Secretary Butler and Commissioner Barnes & Treasure Avalos

Members Voting Nay: None

12. Discuss and take action on approving the purchase of a Window Training Prop for the Fabens Fire Department, Special Projects FY 2020-2021.

Submitted By: Chief Esparza

Motion: Approved, Fire House in the amount of \$3,430.00.

Motioned by: Vice President Diaz **Seconded by:** Commissioner Barnes

Members Voting Aye: President Santana, Vice President Diaz, Secretary Butler and Commissioner Barnes & Treasure Avalos

Members Voting Nay: None



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13. Discuss and take action on approving the purchase of 10 sets of Search and Rescue Gear for the Montana Vista Fire Department, Special Projects FY 2020-2021.

Submitted By: Chief Esparza

Motion: Approved, Board allowed Chief Esparza to choose vendor. AHS in the amount of \$18,201.01.

Motioned by: Vice President Diaz Seconded by: Commissioner Barnes

Members Voting Aye: President Santana, Vice President Diaz, Secretary Butler and Commissioner Barnes & Treasure Avalos

Members Voting Nay: None

14. Discuss and take action on approving the purchase of a PPE Dryer for the Fabens Fire Department, Special Projects FY 2020-2021.

Submitted By: Chief Esparza

Motion: Item postpone for next meeting. Item was removed.

Motioned by: Vice President Diaz Seconded by: Commissioner Barnes

Members Voting Aye: President Santana, Vice President Diaz, Secretary Butler and Commissioner Barnes & Treasure Avalos

Members Voting Nay: None

15. Discuss and take action on the HDL commission invoice in the amount of \$73,502.00.

Submitted By: Mariana Navarrete

Motion: Approved, in the amount of \$73,502.00.

Motioned by: President Santana Seconded by: Vice President Diaz

Members Voting Aye: President Santana, Vice President Diaz, Secretary Butler and Commissioner Barnes & Treasure Avalos

Members Voting Nay: None

16. Discuss and take action on a three percent cost of living increase for District employees, effective October 1, 2020.

Submitted By: Mariana Navarrete

Motion: Approved.

Motioned by: Commissioner Barnes Seconded by: Secretary Butler

Members Voting Aye: President Santana, Vice President Diaz, Secretary Butler and Commissioner Barnes & Treasure Avalos

Members Voting Nay: None

17. Discuss and take action on the Commissioners Fees.

Submitted By: Mariana Navarrete

Motion: Approved. Agenda amendment to allocate from Medical Supplies Expense Account to Commissioners Fees Expense Account. Commissioners fees will pay up to \$7200.00.

Motioned by: Vice President Diaz Seconded by: President Santana

Members Voting Aye: President Santana, Vice President Diaz, Secretary Butler and Commissioner Barnes & Treasure Avalos

Members Voting Nay: None



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18. Discuss and take action for equipment for R502 Montana Vista Fire Department.

Submitted By: Chief Esparza

Motion: Approved, in the amount of \$8239.49 Alamo Auto Supply (buy board)..

Motioned by: Vice President Diaz Seconded by: President Santana

Members Voting Aye: President Santana, Vice President Diaz, Secretary Butler and Commissioner Barnes & Treasure Avalos

Members Voting Nay: None

19. Discuss and take action on credit cards for all Department Chiefs and ESD #2 Staff.

Submitted By: Chief Esparza

Motion: Approved. Department Chiefs credit limit will be \$1000.00 an Assistant Chiefs credit limit will be \$500.00, \$2000.00 per department. Chief Esparza applied for \$75,000.00 credit limit. New cards were ordered for Eduardo Gallegos, Cecilia Ibarra from Purchasing Department, Rocio Edwards from Maintenance Department and Angelica Hernandez to book travel expenses for training.

Motioned by: President Santana Seconded by: Secretary Butler

Members Voting Aye: President Santana, Vice President Diaz, Secretary Butler and Commissioner Barnes & Treasure Avalos

Members Voting Nay: None

20. Discuss and approve the next meeting to take place on Monday September 21, 2020 at 6:00P.M via Web.

Submitted By: Chief Esparza

Motion: Approved, to discuss and approve Bids only.

Motioned by: Vice President Diaz Seconded by: Commissioner Barnes

Members Voting Aye: President Santana, Vice President Diaz, Secretary Butler and Commissioner Barnes & Treasure Avalos

Members Voting Nay: None

21. Adjournment at 7:57 P.M.

* The District reserves the right to consider and take action on the above agenda items in any order. It also reserves the right to enter into a closed meeting on any agenda item as allowed by law. A Citizens Comment Form must be filed with the Secretary at least 10 minutes prior to the beginning of the meeting for an individual to be allowed to speak during Citizen Comment. By completing the Citizen Comment Form, the individual understands and acknowledges that the public is not entitled to choose the items to be discussed or to speak about items not on the agenda, but that this opportunity is provided as a privilege. The individual executing the Citizen Comment Form understands that he/she is provided a limited amount of time, and that he/he may not be allowed to continue to address the Board of Emergency Services Commissioners if the comments are rude, disparaging or defamatory to any individual or entity, or the comments become disruptive to the good order of the meeting. If at a meeting of a governmental body, a member of the public or of the governmental body inquires about a subject for which notice has not been given as required by the Texas Open Meetings Act, the notice provisions of the Texas Open Meetings Act do not apply to a statement of specific factual information given in response to the inquiry; a recitation of existing policy in response to the inquiry; or, any deliberation of or decision about the subject of the inquiry shall be limited to a proposal to place the subject on the agenda for a subsequent meeting. It should be noted that pursuant to Section 38.13, Texas Penal Code, HINDERING PROCEEDINGS BY DISORDERLY CONDUCT: (a) A person commits an offense if he intentionally hinders an official proceeding by noise or violent or tumultuous behavior or disturbance; (b) A person commits an offense if he recklessly hinders an official proceeding by noise or violent or tumultuous behavior or disturbance and continues after explicit official request to desist; and, (c) An offense under Section 38.15, Texas Penal Code is a Class A misdemeanor.