



P.O. Box 683  
Clint, Texas 79836

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

## **REGULAR MEETING MINUTES**

**Date:** Wednesday, September 19, 2018

**Time:** 6:00 PM

**Place:** El Paso County Emergency Services District #2 – Board Room  
100 S. San Elizario Rd., Suite N  
Clint, Texas 79836

**Posted:** Friday, September 14, 2018

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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.

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1. Call meeting to order.  
Meeting was called to order by Mariana Navarrete at 6:07 P.M.

### Pledge of Allegiance

2. Establishment of Quorum  
President Adrian Santana, Vice President Michael Diaz, Commissioner Michael Barnes. Absent was Commissioner Rick Avalos and Secretary Jacqueline Butler.
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 special meeting held on August 14, 2018, August 23, 2018, August 30, 2018, and September 06, 2018.
5. Discuss and take action on the financial report by Mariana Navarrete.
  - a. Report on the bank balances.  
Money market, operation account, inspection account



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- 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: APPROVED

Motioned by Mike Diaz

Seconded by Mike Barnes

Members Voting Aye: Diaz, Barnes, Santana

Members Voting Nay: None

Members Not Present: Butler, Avalos

### Regular Agenda

1. Discuss and approve the pension report for the 502's, 503's, 504's and retirement.

*Submitted By: Boyd Smith, Pension Chair*

Motion: APPROVED – ESD2 membership reconciliation report (MRR) finalized, Semi-Annual Roster Verification. WVFD – Marco Duarte and Gabriel Estrada terminated

Motioned by Mike Diaz

Seconded by Mike Barnes

Members Voting Aye: Diaz, Barnes, Santana

Members Voting Nay: None

Members Not Present: Butler, Avalos

2. Discuss and provide updates on the First Responder Organization (FRO).

*Submitted By: Ray Trevizo, FRO Administrator*

Motion: DELETE

Motioned by Mike Diaz

Seconded by Adrian Santana

Members Voting Aye: Diaz, Barnes, Santana

Members Voting Nay: None

Members Not Present: Butler, Avalos

3. Discuss Communications Manager report/information.

*Submitted By: Bill Adler, Communications Manager*

No Motion Needed, Informational Purposes Only

4. Discuss and take action on the 2018 & 2019 Polling Place Agreement.

*Submitted By: Mariana Navarrete, District Administrator*

Motion: APPROVED for the 2018 & 2019 Polling Place Agreement.

Motioned by Mike Diaz

Seconded by Mike Barnes

Members Voting Aye: Diaz, Barnes, Santana

Members Voting Nay: None

Members Not Present: Butler, Avalos



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5. Discuss and take action on a three percent (3%) cost of living increase for District employees who have reached their one year anniversary as of October 1, 2018. This increase will be effective October 1, 2018.

*Submitted By: Mariana Navarrete, District Administrator.*

Motion: APPROVED for a three percent (3%) raise for ESD #2 employees who have reached their one year anniversary as of October 1, 2018. New Employees to get a three percent (3%) raise on their one year anniversary.

Motioned by Mike Diaz

Members Voting Aye: Diaz, Barnes, Santana

Seconded by Mike Barnes

Members Voting Nay: None

Members Not Present: Butler, Avalos

6. Discuss and take action on consolidating all the Verizon accounts.

*Submitted By: Mariana Navarrete, District Administrator*

Motion: APPROVED to consolidate all Verizon accounts.

Motioned by Adrian Santana

Members Voting Aye: Diaz, Barnes, Santana

Seconded by Mike Diaz

Members Voting Nay: None

Members Not Present: Butler, Avalos

7. Discussion and take action on possible agreement with the City of San Elizario for Right of Entry Agreement for investigation of possible use of District property for water detention facilities.

*Submitted By: Ken Campbell, Legal*

Motion: APPROVED for the City of San Elizario for the Right of Entry Agreement.

Motioned by Mike Diaz

Members Voting Aye: Diaz, Barnes, Santana

Seconded by Mike Barnes

Members Voting Nay: None

Members Not Present: Butler, Avalos

8. Discuss and take action on the purchase of PPE for Fabens, Montana Vista, West Valley & the District Office.

*Submitted By: Roger Esparza, Fire Marshal*

Motion: APPROVED for ten (10) sets of PPE at three hundred sixty five dollars (\$365) each for a total of three thousand six hundred fifty (\$3,650) from Casco. One thousand (\$1,000) will be coming out of WV's budget.

Motioned by Adrian Santana

Members Voting Aye: Diaz, Barnes, Santana

Seconded by Mike Barnes

Members Voting Nay: None

Members Not Present: Butler, Avalos



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9. Discuss and take action on the purchase of two (2) new Silverado vehicles for the Fire Marshal's Office.

*Submitted By: Roger Esparza, Fire Marshal*

Motion: APPROVED for one new 2019, 1500 Chevrolet, Silverado for the Fire Marshal's office for a total of twenty eight thousand five hundred thirty dollars (\$28,530).

Motioned by Mike Diaz

Members Voting Aye: Diaz, Barnes, Santana

Seconded by Adrian Santana

Members Voting Nay: None

Members Not Present: Butler, Avalos

10. Discuss and take action on the purchase of 4 Lockers for District Firefighters to be placed in Fabens and San Elizario.

*Submitted By: Roger Esparza, Fire Marshal*

Motion: DELETE

Motioned by Adrian Santana

Members Voting Aye: Diaz, Barnes, Santana

Seconded by Mike Barnes

Members Voting Nay: None

Members Not Present: Butler, Avalos

11. Discuss and take action on the purchase of two (2) Propane Hose Reels. One each for the training facilities at West Valley and Socorro.

*Submitted By: Roger Esparza, Fire Marshal*

Motion: APPROVED for two (2) Propane Hose Reels for six thousand two hundred sixty seven dollars and two cents (\$6,267.02) from Jesus M. Cerda.

Motioned by Mike Diaz

Members Voting Aye: Diaz, Barnes, Santana

Seconded by Mike Barnes

Members Voting Nay: None

Members Not Present: Butler, Avalos

12. Discuss and take action on the purchase of an electrical Jaws of Life in the amount of twenty eight thousand three hundred ninety dollars (\$28,390.00).

*Submitted By: Cordero, Clint Fire Department*

Motion: DELETE

Motioned by Mike Diaz

Members Voting Aye: Diaz, Barnes, Santana

Seconded by Adrian Santana

Members Voting Nay: None

Members Not Present: Butler, Avalos

13. Discuss and take action on the purchase of 9 sets of wildland gear with a grant that will cover 90% of the cost up to eight thousand four hundred dollars. (8,400)

*Submitted By: Cordero, Clint Fire Department*

Motion: APPROVED for nine (9) sets of wildland gear from Daco for ten percent (10%) of nine thousand one hundred ninety eight dollars (\$9,198) the total of nine hundred nineteen dollars and eighty cents. (\$919.80)

Motioned by Mike Diaz

Members Voting Aye: Diaz, Barnes, Santana

Seconded by Mike Barnes

Members Voting Nay: None

Members Not Present: Butler, Avalos



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14. Discuss and take action on the purchase of a Stairmaster in the amount of five thousand seven hundred forty nine dollars and twenty one cents. (\$5,749.21)  
*Submitted By: Cordero, Clint Fire Department*  
Motion: APPROVED for the purchase of a Stairmaster from The Fitness Superstore for the amount of five thousand seven hundred forty nine dollars and twenty one cents (\$5,749.21) plus fifty dollars (\$50) for delivery fee for a total of five thousand seven hundred ninety nine dollars and twenty one cents. (\$5,799.21)  
Motioned by Mike Barnes  
Seconded by Mike Diaz  
Members Voting Aye: Diaz, Barnes, Santana  
Members Voting Nay: None  
Members Not Present: Butler, Avalos
  
15. Discuss and take action on the purchase of 3 phone systems, one each for Socorro Fire Station, Montana Vista Fire Station & West Valley Fire Station.  
*Submitted By: Roger Esparza, Fire Marshal*  
Motion: APPROVED for three (3) phone systems for the amount of three thousand nine hundred fifteen dollars and twenty nine cents (\$3,915.29) each for a total of eleven thousand seven hundred forty five dollars and eighty seven cents (\$11,745.87) from Trans – American Communications.  
Motioned by Mike Diaz  
Seconded by Adrian Santana  
Members Voting Aye: Diaz, Barnes, Santana  
Members Voting Nay: None  
Members Not Present: Butler, Avalos
  
16. Discuss and take action on the purchase of 1 (one) Scott Thermal Imaging Camera for Fabens Pumper 301 for five thousand seven hundred dollars. (\$5,700.00).  
*Submitted By: Roger Esparza, Fire Marshal*  
Motion: APPROVED for one (1) Scott Thermal Imaging Camera for Pumper 301 for the amount of five thousand seven hundred dollars (\$5,700) from Artesia Fire Equipment.  
Motioned by Adrian Santana  
Seconded by Mike Barnes  
Members Voting Aye: Diaz, Barnes, Santana  
Members Voting Nay: None  
Members Not Present: Butler, Avalos
  
17. Discuss and approve the next meeting to take place on October 17, 2018 at 6:00 P.M.  
*Submitted By: Mariana Navarrete, District Administrator*

Adjournment.



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\* 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.