

THE STATE OF TEXAS                   X     KENEDY COUNTY FIRE AND  
COUNTY OF KENEDY                   X     EMERGENCY SERVICES DISTRICT NO. 1

On the 13th day of January, 2020, at 6:30 o'clock p.m. a Regular Meeting of the Kenedy County Fire & Emergency Services District No. 1 was held at the Kenedy County Fire & Emergency Services District #1 Fire Station, 350 N. Mallory Street, Sarita, Texas.

**Commissioners Present:**

William Dieterle, Commissioner  
Lonnie Allen Brown, Commissioner  
Denise Recio, Commissioner

**Also Present:**

Leo Villarreal  
Jose E. Mendieta, Fire Chief  
Frank Torres, Willacy County EMS

**Absent:**

Michelle Alegria, Commissioner  
Mitchell Thomas, Commissioner

**1. Call the Meeting to Order**

William Dieterle called the meeting to order at 6:30 p.m.

**2. Receive Public Comments**

No public comments were made.

**3. Discuss & Act on Swearing in Reappointed Commissioners, Signing of Oaths for all Commissioners and Leo Villarreal**

Leo Villarreal informed the Fire Commissioners that the Kenedy County Commissioners' Court, on January 13, 2020, had appointed the following persons as Fire & Emergency District Commissioners to the following term of office:

Michelle Alegria – 2-year term (January 1, 2020 to December 31, 2021)  
Mitchell H. Thomas – 2-year term (January 1, 2020 to December 31, 2021)  
Lonnie Allen Brown – 2-year term (January 1, 2020 to December 31, 2021)

Due to Michelle Alegria and Mitchell H. Thomas being absent, Leo Villarreal presented to the Statement of Appointed Officers to Commissioner Lonnie Allen Brown and he read, approved and signed the Statement.

This being a report only, no vote was needed and none was taken.

**4. Discuss & Act on Election of Officers**

William Dieterle informed the Fire Commissioners that officers needed to be elected for fiscal year 2020.

Commissioner Lonnie Allen Brown moved and Commissioner Denise Recio seconded the motion; the motion was unanimously passed that the following persons be elected to the following offices:

William Dieterle as President  
Denise Recio as Vice-President  
Mitchell Thomas as Secretary/Treasurer

**5. Discuss & Act on Minutes of December 16, 2019, Regular Meeting**

William Dieterle presented the Fire Commissioners' Minutes of the regular Fire Commissioners' meeting of December 16, 2019.

Commissioner Denise Recio moved and Commissioner Lonnie Allen Brown seconded the motion; the motion was unanimously passed that the December 16, 2019, minutes of the Fire Commissioners' Regular Meeting be accepted as presented.

**6. Discuss & Act on Fire Chief's Report**

- a. Training Drills Held in December**
- b. Meetings and Projects Held in December**
- c. Fire/Emergency Incidents Handled in December**

Jose E. Mendieta, Fire Chief, presented his Fire Chief's report to the Fire Commissioners. He reported the following:

Training:

12/03/2019    Cleaned station for the ceremony for Captain Kirk  
12/17/2019    Walked through units and prepared them for busy holiday season

Meetings/Projects:

Road construction has started on Weiss Street  
Mower parts purchased and repairs started  
Cost on Bust 1 repairs or replacement  
Brush 3 tires replaced  
Fuel tanks moved and now working on getting power to tanks  
Flatbed truck fuel tank leaking  
Excess dirt from road to be used here at the station  
New computer for the station  
Storage room  
Start looking for furniture for the station

Combi-tool

Fire Calls:

Vehicle accidents	9
Vehicle fires	1
Grass fires	2
Structure fires	1
Medical Assistance	2
<b>Total Calls</b>	<b>15</b>

Commissioner Lonnie Allen Brown moved and Commissioner Denise Recio seconded the motion; the motion was unanimously passed that the Fire Chief's report be accepted as presented.

**7. Discuss & Act on Standby Officer Command Pay for December**

Jose E. Mendieta, Fire Chief, informed the Fire Commissioners that standby/response coverage in December 2019 had been paid in December; therefore, this item did not need any action.

There being no standby office pay for the month of December 2019, no action was taken.

**8. Discuss & Act on Willacy EMS Contract**

Frank Torres, Willacy County EMS, informed the Fire Commissioners that the contract with Willacy County EMS to provide ambulance service would expire on January 31, 2020 and the 2020 EMS Contract should be considered. Further, Frank Torres provided a statistical EMS report for 2019.

Commissioner Lonnie Allen Brown moved and Commissioner Denise Recio seconded the motion; the motion was unanimously passed that the Willacy County EMS contract be renewed for another year subject to Leo Villarreal's review and approval; and that Frank Torres' statistical EMS report for 2019 and financial report be approved as presented.

**9. Discuss & Act on 2019 Volunteer Annual Dinner Expense Summary and Volunteer Stipend**

Jose E. Mendieta, Fire Chief, informed the Fire Commissioners that the following amounts had been spent on the Volunteer's Christmas party, prizes and stipends:

- \$571.89 for the King's Inn dinner;
- \$405.61 for prizes; and
- \$10,690.00 for volunteer stipends.

Commissioner Lonnie Allen Brown moved and Commissioner Denise Recio seconded the motion; the motion was unanimously passed that the Fire Chief's report on the Volunteer Christmas party, prizes and stipends be approved as presented.



**10. Receive Report on 2020 Annual SAFE-D Report**

Leo Villarreal informed the Fire Commissioners that the Annual Report had been e-filed with the SAFE-D and with the Department of Agriculture in compliance with Health & Safety Code, Section 775.083. The required electronic report requires the Commissioners' names, addresses and e-mails, budget, tax rate, population and whether the District charges a sales tax.

This being a report only, no vote was needed and none was taken.

**11. Receive & Act 2019 4<sup>th</sup> Quarter Investment Report**

Leo Villarreal presented the Fire Commissioners with the 2019 Fourth Quarter Investment Report.

Commissioner Lonnie Allen Brown moved and Commissioner Denise Recio seconded the motion; the motion was unanimously passed that the 2019 Fourth Quarter Investment Report be approved as presented.

**12. Discuss & Act on Setting Date of Next Regular Meeting**

William Dieterle informed the Board of Directors that a date needed to be designated for the next meeting.

Commissioner Denise Recio moved and Commissioner Lonnie Allen Brown seconded the motion; the motion was unanimously passed to hold the District's next meeting on February 10, 2020, at 6:30 p.m.

**13. Discuss & Act on Payment of Bills and Receive Report on Tax Revenue Received and Bank Balance**

William Dieterle presented the bills for the month ending December 31, 2019, to the Fire Commissioners and informed the Fire Commissioners that the bills should be considered for payment.

Commissioner Denise Recio moved and Commissioner Lonnie Allen Brown seconded the motion; the motion was unanimously passed that the bills be paid as presented.

**14. Adjournment**

There being no further business to come before the Commissioners, Commissioner Allen Brown moved and Commissioner Denise Recio seconded the motion; the motion was unanimously passed that the Fire District's Commissioners' meeting be adjourned at 8:00 o'clock p.m.



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William Dieterle, President

ATTESTED TO:

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Mitchell Thomas, Secretary