

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

On the 10th day of February, 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
Michelle Alegria, Commissioner
Lonnie Allen Brown, Commissioner

Also Present:
Leo Villarreal
Jose E. Mendieta, Fire Chief

Absent:
Denise Recio, 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 Mitchell Thomas and Michelle Alegria and Signing of Oaths

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)

Leo Villarreal presented to the Statement of Appointed Officers to Commissioner Michelle Alegria for her to sign in the presence of a Notary Public and return to him. Leo Villarreal requested the Fire Chief to hand deliver the Statement of Appoint Officers to Mitchell H. Thomas and ask him to sign it in the presence of a Notary Public and return to the Fire District.

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

4. Discuss & Act on Minutes of January 13, 2020, Regular Meeting

William Dieterle presented the Fire Commissioners' Minutes of the regular Fire Commissioners' meeting of January 13, 2020.

Commissioner Michelle Alegria moved and Commissioner Lonnie Allen Brown seconded the motion; the motion was unanimously passed that the January 13, 2020, minutes of the Fire Commissioners' Regular Meeting be accepted as presented.

5. Discuss & Act on Fire Chief's Report

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

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

Training:

01/07/2020 Worked with EMS on how to properly complete triage bags
01/14/2020 Checked all personnel gear to make sure still in good shape
02/21/2020 Began removing all the equipment from Old Brush 1

Meetings/Projects:

Road construction has been completed on Weiss Street
Allowing Ruben and Mrs. Villarreal to attend the Safe-D Conference
Invoices for Willacy County EMS (Fuel)
New truck delivery date is set for February 17, 2020 - \$43,820
Flatbed truck fuel tank leak
Excess dirt from road was used at the station
New computer for the station has been installed
Storage room upstairs - \$1,200
Combi-tool – Wednesday February 12, 2020
Safe-D conference with be February 20-22, 2020
Texas Forest Service Grant for military vehicles
SFFMA paperwork complete and everything has been updated
Increase the credit card limit and change name on the card
Annual payment to HALO Flight is due at the end of February

Jose E. Mendieta, Fire Chief, reported of the need to build a balcony storage room for an amount not to exceed \$1,200.00.

Commissioner Lonnie Allen Brown moved and Commissioner Michelle Alegria seconded the motion; the motion was unanimously passed that the Fire Chief is authorized to purchase materials to build a balcony storage room for a cost not to exceed \$1,200.00.

Jose E. Mendieta, Fire Chief, reported regarding the need to increase the credit card limit.

Commissioner Lonnie Allen Brown moved and Commissioner Michelle Alegria seconded the motion; the motion was unanimously passed that the Fire Chief is authorized to request a credit card limit increase to \$5,000.00.

Jose E. Mendieta, Fire Chief, presented the 2020 Halo Flight Contract and the \$2,832.00 invoice.

Commissioner Lonnie Allen Brown moved and Commissioner Michelle Alegria seconded the motion; the motion was unanimously passed that the Fire Chief is authorized to sign the Halo Flight Contract and that the \$2,832.00 annual fee be paid.

Jose E. Mendieta, Fire Chief, informed the Commissioners that the Texas Forest Service had a 5-ton military vehicle available through a grant.

Commissioner Lonnie Allen Brown moved and Commissioner Michelle Alegria seconded the motion; the motion was unanimously passed that the Fire Chief is authorized to apply to the Texas Forest Service for a 5-ton military vehicle.

Fire Calls for January:

Vehicle Accidents	4
Vehicle Fires	0
Grass Fires	1
Structure Fires	0
Medical Assistance	3
Total Calls:	8

EMS Calls for January:

Vehicle Accidents	5
Checkpoint calls	2
Medical Calls in Sarita	9
Medical Calls in Kleberg	2
Total Calls:	18

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

6. Discuss & Act on Standby Officer Command Pay for January

Jose E. Mendieta, Fire Chief, informed the Fire Commissioners that Ruben Hernandez was entitled to receive \$450.00 for standby/response coverage.

Commissioner Michelle Alegria moved and Commissioner Lonnie Allen Brown seconded the motion; the motion was unanimously passed that Ruben Hernandez be paid \$450.00 for his standby officer pay.

7. Discuss & Act on Creating Website Pursuant to Senate Bill 2

Leo Villarreal addressed the Commissioners regarding the creation of website for the Kenedy County Fire & Emergency Services District No. 1 as required by Senate Bill 2 and that Brian Birdwell had been contacted regarding the creation of the website.

Commissioner Michelle Alegria moved and Commissioner Lonnie Allen Brown seconded the motion; the motion was unanimously passed that Brian Birdwell develop a website for the Kenedy County Fire & Emergency Services District No. 1 as required by Senate Bill 2 and present it to the Commissioners at the March meeting.

8. 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 Michelle Alegria moved and Commissioner Lonnie Allen Brown seconded the motion; the motion was unanimously passed to hold the District's next meeting on March 16, 2020, at 6:30 p.m.

9. 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 January 31, 2020, to the Fire Commissioners and informed the Fire Commissioners that the bills should be considered for payment.

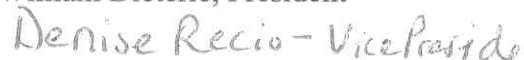
Commissioner Michelle Alegria moved and Commissioner Lonnie Allen Brown seconded the motion; the motion was unanimously passed that the bills be paid as presented.

10. Adjournment

There being no further business to come before the Commissioners, Commissioner Lonnie Allen Brown moved and Commissioner Michelle Alegria seconded the motion; the motion was unanimously passed that the Fire District's Commissioners' meeting be adjourned at 7:35 o'clock p.m.



William Dieterle, President



ATTESTED TO:

Mitchell Thomas, Secretary