

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

On the 16th day of July, 2021, 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:

Lonnie Allen Brown, Commissioner
Melinda Vela, Commissioner
Robert Alegria, Commissioner

Also Present:

Leo Villarreal
Jose E. Mendieta, Fire Chief
Ruben Hernandez

Absent:

William Dieterle, Commissioner
Charles E. Burns, Jr., Commissioner

1. Call the Meeting to Order

Robert Alegria, Vice-President, called the meeting to order at 6:30 p.m.

2. Receive Public Comments

No public comments were made.

3. Discuss & Act on Minutes of June 14, 2021, Regular Meeting

Robert Alegria, Vice-President, presented the Fire Commissioners' Minutes of the regular Fire Commissioners' meeting of June 14, 2021.

Commissioner Lonnie Allen Brown moved and Commissioner Melinda Vela seconded the motion; the motion was unanimously passed that the June 14, 2021 minutes of the Fire Commissioners' Regular Meeting be accepted as presented.

4. Discuss & Act on Fire Chief's Report

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

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

Training:

06/08/2021 Checked units and started all tools
06/15/2021
06/24/2021 Envenomation Class

Meetings/Projects:

Update on the virus
Snake Envenomation course June 24, 2021
EMC meeting on June 22, 2021
Brush 3
Fuel tanks
SAFE-D class in Bishop on June 26, 2021
SAFE-D conference in Ft. Worth on September 16-18, 2021
Lights on the outside of the station

Fire Calls for June

Vehicle Accidents	1
Vehicle Fires	2
Grass Fires	1
Structure Fires	0
Medical Assistance	5
TOTAL CALLS:	9

EMS Calls for June:

Norias	3
Armstrong	1
Riviera	1
Sarita	13
Rudolph	1
TOTAL CALLS:	20

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

5. Discuss & Act on Command Officer Standby Compensation for June 2021

Jose E. Mendieta, Fire Chief, informed the Fire Commissioners that Ruben Hernandez was entitled to receive \$150.00 as compensation for standby/response coverage for the month of June 2021.

Commissioner Lonnie Allen Brown moved and Commissioner Melinda Vela seconded the motion; the motion was unanimously passed that Ruben Hernandez be paid \$150.00 for his standby/response coverage duties for the month of June 2021.

6. Discuss & Act on 2021 Second Quarter Investment Report

Leo Villarreal presented the Fire Commissioners with the 2021 Second Quarter Investment Report.

Commissioner Lonnie Allen Brown moved and Commissioner Michelle Alegria seconded the motion; the motion was unanimously passed that the 2021 Second Quarter Investment Report be accepted as presented.

7. Discuss & Act on Renewing Depository Contract with Kleberg Bank

Leo Villarreal informed the Fire Commissioners that it was necessary to renew the District's Depository Contract with Kleberg Bank on a bi-annual basis and presented the proposed Depository Contract.

Commissioner Lonnie Allen Brown moved and Commissioner Melinda Vela seconded the motion; the motion was unanimously passed that the 2021-2023 Depository Contract with Kleberg Bank be accepted and adopted as presented.

8. Discuss & Act on Investment Policy

Leo Villarreal informed the Fire Commissioners that it was necessary to renew and/or revise the District's Investment Policy on an annual basis and presented the proposed Investment Policy.

Commissioner Melinda Vela moved and Commissioner Lonnie Allen Brown seconded the motion; the motion was unanimously passed that the proposed Investment Policy be accepted and adopted as presented.

9. Discuss & Act on Attending the SAFE-D Conference at the Ft. Worth Convention Center on September 16-18, 2021

Robert Alegria, Vice-President, informed the Fire Commissioners that the SAFE-D Conference was going to be held on September 16-18, 2021, at the Fort Worth Convention Center at the cost of \$295.00 per person attending plus the cost of the hotel and travel; that the total cost per Commissioner attending would be approximately \$1,750.00.

Commissioner Lonnie Allen Brown moved and Commissioner Melinda Vela seconded the motion; the motion was unanimously passed that Jose E. Mendieta, Fire Chief, Commissioner Lonnie Allen Brown, Commissioner Robert Alegria and Administrative Assistant Leo Villarreal attend the SAFE-D Conference on September 16-18, 2021, at the Fort Worth Convention Center and that the District pay the registration fees and hotel fees in advance and reimburse each person attending for mileage and meals provided proper receipts were submitted to the District.

10. Receive Report on the SAFE-D Seminar Held in Bishop, Texas, on June 26, 2021

Leo Villarreal reported that on June 26, 2021, Jose E. Mendieta, Melinda Vela and Leo Villarreal had attended the SAFE-D Seminar in Bishop, Texas; that current legislative issues, insurance and public information issues and Texas Government statute matters regarding a Fire Commissioner not being able to serve on two taxing governmental entities were updated and discussed.

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

11. Discuss & Act on Resignation of Charles E. Burns, Jr.

Robert Alegria, Vice-President, informed the Fire Commissioners that Charles E. Burns, Jr. had not submitted his resignation.

Commissioner Lonnie Allen Brown moved and Commissioner Melinda Vela seconded the motion; the motion was unanimously passed that this item be tabled.

12. Discuss & Act on Appointment of Secretary/Treasurer and Vice-Treasurer.

Robert Alegria, Vice-President, informed the Fire Commissioners of the need to appoint a Secretary/Treasurer and a Vice-Treasurer.

Commissioner Melinda Vela moved and Commissioner Lonnie Allen Brown seconded the motion; the motion was unanimously passed that this item be tabled.

13. Discuss & Act on Setting Date of Next Regular Meeting

Robert Alegria, Vice-President, informed the Fire Commissioners that a date needed to be designated for the next meeting.

Commissioner Lonnie Allen Brown moved and Commissioner Melinda Vela seconded the motion; the motion was unanimously passed to hold the District's next meeting on August 9, 2021, at 6:30 p.m.

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

Robert Alegria, Vice-President, presented the bills for the month ending June 30, 2021, to the Fire Commissioners and informed the Fire Commissioners that the bills should be considered for payment.

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

15. 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 7:19 o'clock p.m.


Robert Alegria, Vice-President

ATTESTED TO:
