

THE STATE OF TEXAS

X KENEDY COUNTY FIRE &

COUNTY OF KENEDY

X EMERGENCY SERVICES DISTRICT NO. 1

On the 15th day of June, 2023, 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:

Melinda Vela, Secretary/Treasurer

Lorraine Burns

Rogelio Salinas

Daniel Alaniz

Also Present:

Leo Villarreal

Jose E. Mendieta, Fire Chief

Sylvia H. Villarreal

Grace Salinas

Judge Charles E. Burns

Absent:

William Dieterle, President

1. Call the Meeting to Order

Melinda Vela, Secretary, called the meeting to order at 6:32 p.m.

2. Receive Public Comments

No public comments were made.

3. Discuss & Act on Swearing In Daniel Alaniz as Fire Commissioner and Signing of Oath

Leo Villarreal informed the Fire Commissioners that in April 2023, Robert Alegria resigned as Fire Commissioner; therefore, the Kenedy County Commissioners Court, on May 15, 2023, had appointed Daniel Alaniz as Fire & Emergency District Commissioners for the remainder of Robert Alegria's term ending December 31, 2023.

Leo Villarreal presented the Statement of Appointed Officers/Oath which were signed by Commissioner Daniel Alaniz and notarized by Fire Chief Jose E. Mendieta.

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

4. Discuss & Act on Election of Vice President

Melinda Vela informed the Fire Commissioners that due to Robert Alegria having resigned as a Fire Commissioner, a Vice-President of the Fire District needed to be elected for the remainder of the fiscal year 2023. Rogelio Salinas nominated Lorraine Burns to serve as Vice-President.

Commissioner Rogelio Salinas moved and Commissioner Daniel Alaniz seconded the motion; the motion was unanimously passed that Lorraine Burns serve as Vice-President.

5. Discuss & Act on Signing New Banking Resolution to Include Daniel Alaniz

Leo Villarreal informed the Fire Commissioners that a new banking resolution adding Daniel Alaniz as a signor needed to be adopted; however, due to William Dieterle being absent, the Resolution would be signed when William Dieterle is available.

Commissioner Rogelio Alaniz moved and Lorraine Burns seconded the motion; the motion was unanimously passed that the Kleberg Bank banking resolution be accepted as presented and be signed when William Dieterle is available.

6. Discuss & Act on Minutes of May 8, 2022, Regular Meeting

Melinda Vela presented the Fire Commissioners' Minutes of the regular Fire Commissioners meeting of May 8, 2023.

Commissioner Daniel Alaniz moved and Commissioner Rogelio Salinas seconded the motion; the motion was unanimously passed that the May 8, 2023 minutes of the Fire Commissioners' Regular meeting be accepted as presented.

7. Discuss & Act on Fire Chief's Report

- a. Training Drills**
- b. Meetings and Projects**
- c. Fire/Emergency Incidents**
- d. Fuel Consumption Report**
- e. Truck Repairs Report**

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

Training:

05/02/2023 Checked all the units
05/09/2023 Went over where everything was located and how things work on the units
05/16.2023 Had class on rescue tools and had new member use them and practice along with other equipping to the trucks
05/23/2023 No one showed up
05/30/2023 Went over the portable lights and air bags with the guys

Meetings/Projects:

Attended hurricane conference May 3 & 4, 2023, in Robstown along with William Dieterle and Rogelio Salinas

Spoke with representative from Maltby Builders, Inc. about the water coming into the station

TDHS and food bank drive were May 22, 2023 and will be back on June 26, 2023

Reserved a spot in the car seat training in Pharr; a deputy from sheriff's office will be attending class on June 19-23, 2023

Texas A&M Extension Service and Driscoll Children's Hospital will be here to help families inspect car seats and replacing car seats, if necessary, on June 27, 2023 from 4:00 p.m. to 6:00 p.m.

A list of phone notification for emergency call notification for the county has been turned in and a second list was added to the service

A list of equipment was turned over to the county for possible purchase and five of the seven items on the list were approved. The plow disc, the trailer and the trash pump have already been purchased and are here at the station. The extra nozzles and the generator are being looked at now.

The Emergency Operation Plan expired May 1, 2023. The plan has been updated and has been approved and it will be turned in to the State.

An in-person Evacuation Transportation Triage Course is set for May 24, 2023 in Falfurrias. Was attended and information received about evacuation of handicap and elderly.

Fire Calls for May:

Vehicle Accidents	2
Vehicle Fires	1
Grass Fires	0
Others	2
Structure Fires	0
Medical Assistance	0
Total Fire Calls:	5

EMS Calls for May:

Norias	2
Mifflin Armstrong	7
Riviera	2
Sarita	7
Total EMS Calls	18

Commissioner Lorraine Burns moved and Commissioner Daniel Alaniz seconded the motion; the motion was unanimously passed that the Fire Chief's report be accepted as presented.

8. Discuss & Act on Standby Officer Command Pay

Jose E. Mendieta, Fire Chief, reported that the standby officer pay was not incurred in May.

There being no action needed, no vote was taken.

9. Discuss & Act on Fire Station Insurance Coverage

Jose E. Mendieta, Fire Chief, informed the Fire Commissioners that a VFIS insurance agent had come by the station to appraise the building and equipment. The agent has not yet submitted the estimate regarding the values of the building and equipment. Therefore, the insurance values will be considered when the values are submitted.

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

10. Receive Report on Investment Seminar

Leo Villarreal reported to the Fire Commissioners regarding the Investment Seminar he attended in Georgetown, Texas. He reported that the Investment Seminar had provided excellent material and information. The seminar handouts were made available to the Commissioners for their consideration; that Sylvia Villarreal attended all of the investment seminar sessions; that the thrust of the Investment Seminar confirmed that the Fire District's Investment Policy was in order; however, new rules had to be complied with. For example, the investment strategy has to specifically list the investments, the term in years, but the broker no longer has to sign a statement that he/she has received a copy of the investment policy and that the investments he/she was selling were authorized by the Investment Policy, but that it was preferable if they did sign the statement. Further, that CD investments, the bank's Board of Directors had to sign a resolution that the investments securing funds above \$250,000 were the bank's funds, for if the bank failed, the Federal Government would pay the value of the securities to the investor. However, if the banks resolution did not exist or was not signed by the Board of Directors, the value of the securities would not be paid.

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

11. Receive Report on Volunteer Retirement/Pension, Sales Tax Election and Pipeline Location

Leo Villarreal reported to the Fire Commissioners that personnel in charge of the volunteer retirement/pension, sales tax election and pipeline locations had been contacted and their presentations were being considered for the August 2023 meeting when William Dieterle would be present.

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

12. Discuss & Act on Setting Date for Budget Workshop and off Next Regular Meeting

Melinda Vela informed the Fire Commissioners that there was a need to determine the date regarding the Budget Workshop and next regular meeting.

Commissioner Rogelio Salinas moved and Commissioner Daniel Alaniz seconded the motion; the motion was unanimously passed that the Budget Workshop and the next regular meeting be held on July 10, 2023, at 6:30 p.m.

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

Melinda Vela presented the Commissioners the bills for the month ending May 31, 2023, and informed the Fire Commissioners that the bills should be considered for payment.

Commissioner Lorraine Burns moved and Commissioner Rogelio Salinas seconded the motion; the motion was unanimously passed the bills be paid as presented.

14. Adjournment

There being no further business to come before the Commissioners, Commissioner Lorraine Burns moved and Commissioner Daniel Alaniz seconded the motion; the motion was unanimously passed that the Fire Commissioners meeting be adjourned at 7:30 o'clock p.m.



Melinda Vela, Secretary

ATTESTED TO:



William Dieterle, President