

REGULAR MEETING

CRANE COUNTY ESD #1

Notice of hereby given that a regular meeting of the Crane County ESD #1 will be held on February 14th, 2023 at 7:00 PM at the Crane County Fire Station, Crane, Texas, notice of said meeting posted 72 hours prior on door of the Crane County Fire Department on January 10th, 2023

TIME: 7:00 PM

LOCATION: CRANE FIRE DEPARTMENT

DATE: FEBRUARY 14th, 2023

BOARD MEMBERS PRESENT

NAME:

POSITION:

- | | |
|-----------------|----------------|
| • BERRY INGRAM | PRESIDENT |
| • ANDREW OVALLE | SECRETARY |
| • ARRON MARTIN | TREASURER |
| • SANDY HUBBARD | AST SECRETARY |
| • MARTIN MOYA | VICE PRESIDENT |

TOPICS DISCUSSION:

1. Called meeting to order at 7:04 PM
2. **PUBLIC COMMENT-** Tony with Cano HR Group was present for meeting, explained on what he could do for us to help with all our HR needs.
3. **ACCEPT THE RESIGNATION OF COMMISSIONER 2 MARC HEISER-VICE PRESIDENT** - Sandy made a motion to approve Marc Heiser resignation, Andrew Ovalle second, motion passed.
4. **INTRODUCE APPOINTED COMMISSIONER 2 MARTIN MOYA** – Introduced Martin Moya.
5. **ELECT THE POSITIONS OF PRESIDENT, VICE PRESIDENT, SECRETARY/ TREASURER AND ALTERNATE SECRETARY/TREASURER BY NOMINATION AND MAJORITY VOTE BY THE BOARD OF COMMISSIONERS-** Andrew Ovalle nominated Berry for president, Sandy 2nd, motion passed to keep Berry Ingram as president.
Sandy made a motion for Andrew Ovalle for secretary, Martin Moya 2nd, motion passed.
Sandy made a motion for Arron for treasurer, all in favor, motion passed.
6. **REVIEW AND CONSIDER APPROVAL OF MINUTES FROM JANUARY 10TH, 2023 MEETING MINUTES** -Sandy made a motion to accept minutes for January 10th, 2023, Martin 2nd, motion passed.
7. **REVIEW AND CONSIDER APPROVAL TO PAY CURRENT BILLS** – Law firm/ HR Group/ Board fee's, Sandy made a motion to pay bills, Andrew 2nd, motion passed.

- 8. DISCUSS AND CONSIDER ENTERING INTO AN INTERLOCAL AGREEMENT WITH CRANE COUNTY FOR PURPOSE OF ALLOWING CRANE COUNTY TO USE FACILITIES OPERATED BY CRANE COUNTY ESD #1 FREE OF CHARGE OR DEPOSIT AND ALLOWING CRANE COUNTY ESD #1 TO USE FACILITIES OWNED AND OPERATED BY CRANE COUNTY FREE OF CHARGE OR DEPOSIT-**
Reviewed agreement with Crane county, Martin made a motion to accept, Andrew 2nd, motion passed to enter into an agreement.
- 9. CONSIDER AN ACT UPON PURCHASING A KEY LOCK BOX FOR THE FIRE DEPARTMENT-** Keys will be to main engine etc, Authorized personnel in possession to key, Sandy made a motion to allow Chief Brody to purchase Lock Box, Martin 2nd, motion passed.
- 10. SHARE STATUS OF APPLICANTS FOR OPEN POSITIONS IN CRANE COUNTY ESD #1 –** Director- Main applicant withdrew application, spot will be re-posted.
- 11. CONSIDER AND ACT UPON HIRING THE EXECUTIVE DIRECTOR FOR CRANE COUNTY EMERGENCY DISTRICT NO.1-** No applicant at this time.
- 12. CONSIDER AND ACT UPON SETTING THE START DATE FOR THE EXECUTIVE DIRECTOR-**No applicant at this time.
- 13. CONSIDER AND ACT UPON SETTING A SALARY AND BENEFITS FOR THE EXECUTIVE DIRECTOR-** No applicant at this time.
- 14. CONSIDER AND ACT UPON SETTING AN HOURLY RANGE AND BENEFITS FOR THE ADMINISTRATIVE ASSISTANT TO BE HIRED-** Set a range for interview purposes, Cano HR Group gave input on wages and possibly a title change due to expectations of spot, Marin Moya made a motion to set hourly rate at \$20-28 an hour, Sandy 2nd, motion passed.
- 15. CONSIDER AND ACT UPON ALLOWING THE EXECUTIVE DIRECTOR TO RESEARCH AND PRICE OF VEHICLE TO BE USED BY THE DIRECTOR FOR BUSINESS USE AND BRING INFORMATION TO THE MARCH MEETING.** No applicant at this time.
- 16. REPORT ON DISTRICT INSURANCE INCLUDING GENERAL LIABILITY AND DIRECTORS AND OFFICERS LIABILITY INSURANCE –** No action taken.
- 17. TREASURY REPORT-** \$1,609,711.71.
- 18. REPORT FROM FIRE DEPARTMENT-** Chief Brody not present at meeting.
- 19. REPORT FROM CONTRACT AMBULANCE SERVICE (1ST RESPONSE AMBULANCE, LLC)-** Cody Elder- 15 calls, no incidents.
- 20. DISCUSS AGENDA TIME AND DATE FOR THE NEXT MEETING-** March 14th at 7:00 pm.
- 21. ADJOURN MEETING-** Sandy made a motion to adjourn the meeting, Martin 2nd, Meeting Adjourned at 7:42 pm.