

PC ESD #6

Board of Commissioners Meeting Minutes

December 17, 2024

CALL TO ORDER:

- Meeting called to order @ 6:30 PM by T. Lewelling
- Members present: R. Dalton, T. Huffhines, T. Lewelling, S. Harrison
- Invocation by T. Lewelling
- Pledges of Allegiance recited.

BUSINESS ITEMS:

1. OFFICER REPORTS AND APPROVAL OF MINUTES FOR NOVEMBER 19, 2024 BOARD MEETING:

- T. Huffhines signed checks, attended appreciation dinner, and renewed CD.
- T. Lewelling signed checks
- S. Harrison motions to approve minutes from November 19th, T. Huffhines seconds – all in favor

2. ADMINISTRATIVE REPORT/MANPOWER – VOLUNTEERS- SCFD:

- 39 total personnel on roster – 5 applications pending, (1 Part timer wanting go full time), 2 with TCFP cert. pending (to date total of 4)
 - Forcible Entry class w/ Mineral Wells @ Spring Creek on 12/6 involved 7 departments and 27 Firefighters
 - Interviews for 3 full time hires next week (8 applicants -4 internal)
 - February Leadership Conference hosted by Spring Creek and held at Weatherford College – open to all and subsidized by the Forestry Service
 - Over 4500 hrs. of training completed by Spring Creek Firefighters in 2024 (EMS, ECA, TCFP, etc.)
 - 3 Live-fire training events held – goal is once every quarter (some may attend 1, some more)
- All facilities are in fine working order
- One truck in the shop waiting on parts
- Damage to the aluminum flat bottom boat – waiting on parts (Evinrude engine parts coming from N Carolina)
- Just serviced 5 vehicles (routine Maintenance done on site)
- Cost of truck step replacement (from impact with gate on HWY 51) still being determined
- Tax revenue for November – 202,490
- Completed testing of potential full time new hires
 - Hired 2 people – (full time Lieutenants – est. start time December 30th then ~2 weeks of orientation)
 - Will be able to offload some of the Chiefs work
 - Vacancy to be reposted (posting open until filled)
- Call volume: Total of 57 in November (10 Fire, 28 EMS, all others 19 (Hazards, Service calls, Good intent, and SVR WX/Natural Disaster) – 698 total calls YTD
- Call times - 1:14 turnout, 11:11 travel time, Total call time 31:00 minutes (15/Horseshoe Bend, 12/Western Lake, 5/Lake County, 1/Mutual aid call in Hood County and 1 in Weatherford)

3. FIRE DEPARTMENT CRESSON

- November – 87 calls, 844 YTD (vs. 767 YTD in 2023)
- Breakdown: Parker County (ESD6) – 24, Cresson-3, Johnson-NA, Hood-NA, and Tarrant – NA
- Call times: Turnout – 1:13, Travel – 5:27, Total avg. 6:30 avg. total minutes
- 1 new apparatus in service (some engine work is needed for manifold leak)
- Significant calls: NA
- Manpower:
 - Responders - 62 (Responders 28, Probationary 30, Juniors 4)
 - Leaves – 23 (1- Education, 3-Military, 8- Seniors, 8- Special Members)
 - 1 new paramedic, 1 new EMT, SFSMA training for 8, testing pending
 - Total roster - 85

4. ACCEPTANCE OF GRANT FROM TEXAS FOREST SERVICE ON MILITARY SURPLUS VEHICLE

- About 5 years ago this was in the budget at ~40K – that price has increased
- Multi-facet vehicle – wildland and grass fires as well as a hi-profile vehicle that can be used in Horseshoe Bend floods for evacuations –
- Grant provides the truck and 30K for rehab.- an ~additional cost of 50K would be incurred to equip
- ESD6 would have to pay 80K upfront and the Forestry Service would reimburse 30K
- 800 gallon water tank, 2400 miles on the vehicle – useful for mutual aid calls and other uses
- A vehicle of equal capability cost ~250K

- Subject to taking the vehicle anywhere in the state if the Forestry Service asks
- T. Huffhines motions to Accept the Forest Service Grant for as Military Surplus Vehicle > S. Harrison seconds, > All in favor (pending formal estimates on vehicle rehab costs)

5. DAMAGE AND REPAIR OF GATE ON 5700 BLOCK OF GRANBURY HIGHWAY

- Responded to cardiac arrest call (5780 address)
- As truck was leaving, gate began to close and hit the step on the truck, damaging the gate and opener
- The driver of the truck did not stop when the gate began to close, contributing to the damage
- The cost of repair/replacement is ~3,500.00
- R. Dalton motions to pay for the repair/replacement of the damaged gate at 5780 HWY51 after ensuring that repair/replacement is a near like-kind gate and operator at a competitive price to be paid out of the ESD6 budget > T. Huffhines seconds > All in favor

6. DISCUSS AND APPROVE THE RFQ FOR THE OWNER'S REPRESENTATIVE SERVICES

- Jason Eldridge – Rep from CobbFendley attending and briefing three main phases of service
 - Solicitation of a RFQ – process to identify a qualified Design Builder (Ranking system)
 - Inspection by a third-party is an optional part of service @ cost for service level – TBD
 - Engage first pick in negotiation of costs
 - Evaluate overall cost estimate
 - All phases requires lump sum payment - “everything is negotiable”
 - Design – determining footprint and design features, with a clause in contract to require a “not to exceed total cost” from Builder at the 60% design point
 - At 60%, the façade, square footage, office layout will all be determined so a final cost is expected
 - CobbFendley's role is to review the plans and make sure they meet expectations
 - ESD would designate a POC for decisions
 - Construction Services – “again everything is negotiable”
 - Process pay estimates
 - Review submittals for everything to be installed in the building – prior to order to orders
- Information posted on-line requesting bids > 2 responses > 1 from Cobb Fendley, 1 from Motley
 - Motley was comparable but far less experience with ESD facilities
- T. Huffhines makes a motion to approve the RFQ submitted by CobbFendley as the owner representative services for Fire Station 2 improvements > R. Dalton seconds the motion > All in favor

7. NEW AGENDA ITEMS

- **REVIEW AND DISCUSS THE QUOTE FOR UPFITTING OF MILITARY SURPLUS VEHICLE**
- **REVIEW AND DISCUSS THE COBBFENDLEY PROPOSAL**
- **UPDATE ON THE GATE REPAIR/REPLACEMENT**

8. CITIZEN'S COMMENTS (HEAR VISTORS WHO HAVE INDICATED BY SIGNATURE THEIR DESIRE TO SPEAK FOR FIVE MINUTES):

- NA

9. ADJOURNMENT

- R. Dalton motions to adjourn the meeting @ 7:49, T. Huffhines seconds the motions – all in favor