

MINUTES
HARRIS COUNTY EMERGENCY SERVICES DISTRICT NO. 24
Aldine Fire & Rescue
20440 Imperial Valley Drive
Houston, TX. 77073
281-951-3700 Phones
713-951-3715 Fax

The Harris County Emergency Services District No.24 met in regular session open to the public, at Rescue Station 31 on Wednesday, April 19, 2017 at 20440 Imperial Valley Drive, Houston, TX. 77073.

Commissioner JERRY LOYD called the roll at 11:24am; all of said persons were present: Commissioner LEE SPILMAN, Commissioner LORETTA ROBINSON, Commissioner EVA GARCIA and Commissioner JERRY LOYD.

Additionally present Members of Aldine Fire Department: Fire Chief, JACKIE METCALFE, Assistant Chief, Ed VENEGAS, Office Manager, AAMANDA CHARLES and MICHELLE GUERRERO Admin Assistant.

3. TO REVIEW, DISCUSS AND TAKE ACTION TO PAY DISTRICT BILLS RELATED TO EXPENSES INCURRED BY THE DISTRICT SINCE THE PRIOR MEETING:

Motion made by Commissioner ROBINSON: second by Commissioner GARCIA and approved with a vote of 4 to 0 to proceed with payment of the district bills.

4. TO REVIEW, DISCUSS AND TAKE ACTION TO APPROVE PAYMENT OF DISTRICT BILLS WHICH BECOME DUE PRIOR TO THE NEXT DISTRICT MEETING:

No action taken, item tabled.

5. TO REVIEW, DISCUSS AND TAKE ACTION ON APPROVAL OF EXPENSES RELATED TO UPCOMING CLASSES (FIREFIGHTING OR ADMINISTRATIVE) COURSES MATERIALS, EQUIPMENT AND RELATED EXPENDITURES INCURRED FOR THE BENEFIT OF THE DISTRICT:

No action taken, item tabled.

6. REVIEW, DISCUSS AND TAKE ANY NECESSARY ACTION REGARDING CHANGE ORDERS OF ANY OTHER CONSTRUCTION MATTER RELATED TO THE STATION 21 CONSTRUCTION PROJECT WITH LDF CONSTRUCTION, INC:

Chief METCALFE stated there are no submittals, items still on punch list working on completion that include some small issues with the phone system. Additionally, Chief stated that there is a possibility that Aldine will provide a locked gate to the cemetery behind the Station 21 property; discussion is underway with the owners of the facility.

7. TO REVIEW, DISCUSS AND TAKE ACTION ON DOCUMENTS AND SUBMITTALS REQUESTED OR PRESENTED BY BRW ARCHITECTS RELATED TO THE STATION 21 CONSTRUCTION PROJECT:

None presented, item tabled.

8. TO REVIEW, DISCUSS AND TAKE ACTION ON APPROVAL OF PAY APPLICATIONS:

None presented, item tabled.

9. TO REVIEW, DISCUSS AND TAKE ACTION ON REQUESTS FROM THE DEPARTMENT AND ADMINISTRATIVE STAFF FOR THE PURCHASE OF EQUIPMENT, SUPPLIES, AND OTHER NECESSARY BUDGETARY ACQUISITIONS:

1. MES

Items:

SCBA Model Air-pack x 3 W-GCA Harness 4500 (6 at \$4722.60 each)

Total: \$28,335.00

AV-3000 Masks (60 at \$268.60 each) Total: \$16,116.00

Cyl & Valve ASSM 45 min 4500 (6 at \$999.60 each) Total: \$5,997.60

TOTAL: \$50,448.60

Motion made by Commissioner ROBINSON, second by Commissioner GARCIA and approved with a vote of 4 to 0 for MES for \$50,448.60.

2. MES

Items: HD-213-PRB Honeywell Guard Hoods (25 at \$99.00)

TOTAL: \$2,475.00

Motion made by Commissioner GARCIA, second by Commissioner ROBINSON and approved with a vote of 4 to 0 for MES for \$2,475.00.

3. Gallery Furniture

Items: New Mattress for Station 31 (6 at \$349.99 each)

TOTAL: \$2,099.94

Motion made by Commissioner ROBINSON, second by Commissioner GARCIA and approved with a vote of 4 to 0 for Gallery Furniture for \$2,099.94.

10. ADJOURNMENT:

Commissioner GARCIA moved for adjournment; Seconded by Commissioner ROBINSON with a vote of 4 to 0 to adjourn the meeting.

The meeting adjourned at 12:16PM.