

COMAL COUNTY EMERGENCY SERVICES DISTRICT No. 6
February 12, 2018 MINUTES

The Comal County Emergency Services District No. 6 Commissioners met in regular session February 12, 2018 at the Bracken Volunteer Fire Department (BVFD)) Central Station, 23600 FM 3009, San Antonio, TX 78266.

Agenda Item #1. Call to order and establish quorum and pledges to the flags.

Commissioner Coley called the meeting to order at 6:00 P.M. Commissioners Maschek, Solomon, Waechter, and Yannuzzi were present to establish a quorum.

Also present was BVFD Fire Chief Donald Zipp.

Agenda Item #2. Approval of the minutes of the January 8, 2018 regular meeting.

Motion to accept the January 8, 2018 minutes as written was made by Commissioner Waechter and seconded by Commissioner Solomon. The motion passed unanimously.

Agenda Item #3. Receive and take action on the Treasurer's report.

Commissioner Waechter read the treasurer's report and provided each commissioner a copy of the report. As of January 31, 2018 the cash balance in bank accounts was \$2,112,683.14. Motion to accept the treasurer's report was made by Commissioner Maschek and seconded by Commissioner Solomon. The motion passed unanimously.

Agenda Item #4. Take action on outstanding bills owed by the District.

Commissioner Waechter reported that there were no outstanding bills for the District.

Agenda Item #5. Inform the ESD No 6 Board of any issues resulting from the 2107 annual report presented to Comal County Commissioners' Court on 25 January 2018. (Commissioner Maschek)

Commissioner Maschek informed the board that there were no issues resulting from the 2017 report presented to Comal County Commissioners' Court on 25 January 2018.

Agenda Item #6. Receive a report on recent activities of the Bracken Volunteer Fire Department.

The operations of the BVFD are running smoothly. The FM 1863 substation is in operation during the week from 8:00 am to 5:00 pm. There have been 4 runs out of the substation. The backup engine is the primary vehicle and sometimes a brush truck is also present. The monthly reports will annotate which responses are from the substation. Medical training has been ongoing and 3 fire fighters completed driver operator training and one individual completed high water rescue training. Chief has

provided CPR training for a church and is in the process of hiring new fire fighters. The local asphalt plants are updating their emergency procedures with the BVFD.

Agenda Item #7. Receive a Bracken Volunteer Fire Department Board update.

No BVFD Board member was present.

Agenda Item #8. Receive Public Comment. 3–minute limit per citizen.

Johnathan Burda, a land owner who is building a home across FM 1863 from our Delafield substation, wanted to know the plans for development of the substation property. He was concerned with the size of the station, lighting and siren use. Chief explained that BVFD wants to be good neighbor. The vehicle facility will be a metal building and the exterior will be dressed up with a rock front. The approximate dimensions for the proposed vehicle facility are 80 ft. deep by 50 ft wide. Exterior lighting will be directed back at the building. Crews responding to an emergency will try not to use sirens unless absolutely necessary. Commissioner Coley explained that we are trying to improve emergency responsiveness for our Emergency Service District. Commissioner Coley also told Mr. Burda to feel free to call if there are any further questions or concerns. Mr. Burda thanked the Commissioners for answering his concerns and then departed.

Agenda Item #9. Review, discussion, and possible action on the 2017 audit required for ESD No 6

Commissioner Waechter informed the board that the audit was an annual requirement and that he had engaged Armstrong, Vaughan & Associates, P.C. to complete our 2017 audit. The documents requested by the auditor have been sent. Commissioner Coley asked Commissioner Waechter to check with Armstrong, Vaughan & Associates on out briefing the ESD Board on the results of the audit.

Agenda Item #10. Review, discussion, and possible action on ESD 6 RFQ 2018-001.

Commissioner Maschek informed the board that the only response received was from LMD Architects, PLLC out of Bulverde, Texas and they checked the block with intent to respond to the RFQ. Any further submissions will be discussed at the March board meeting.

Agenda Item #11. Review, discussion, and possible action on the way ahead with the renovations of the FM 3009 BVFD Central Station and the FM 1863 Delafield substation new build and renovations.

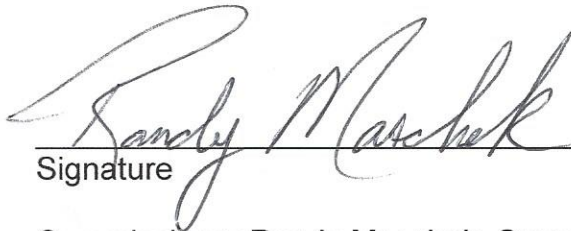

The board discussed the two bids for fencing the Delafield substation. Chief Zipp is pursuing a third bid. The board will discuss fencing during the March ESD meeting.

Agenda Item #12. Set date, time, and location for next meeting of ESD No.6.

All commissioners agreed that the next regular meeting will be on March 12, 2018, at 6:00 P.M. at the BVFD Central Station, 23600 FM 3009, San Antonio, TX.

Agenda Item #13. Adjourn

Commissioner Coley adjourned the meeting at 7:03 P.M.

Signature Date

Commissioner Randy Maschek, Secretary ESD No. 6