

COMAL COUNTY EMERGENCY SERVICES DISTRICT No. 6
January 08, 2018 MINUTES

The Comal County Emergency Services District No. 6 Commissioners met in regular session January 08, 2018 at the Bracken Volunteer Fire Department (BVFD)) Substation located at 28004 Delafield Drive, New Braunfels, Texas 78132.

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. Election of ESD No. 6 Officer positions for 2018.

Commissioner Waechter made a motion that the 2018 ESD No 6 Officer positions remain the same as the 2017 ESD No 6 officer positions with: President: Herb Coley, VP: Jim Solomon, Treasurer: Bill Waechter, Assistant Treasurer: Frank Yannuzzi, and Secretary: Randy Maschek. Commissioner Solomon seconded the motion. The motion passed unanimously.

Agenda Item #3. Approval of the minutes of the December 11, 2017 regular meeting.

Motion to accept the December 11, 2017 minutes as written was made by Commissioner Waechter and seconded by Commissioner Yannuzzi. The motion passed unanimously.

Agenda Item #4. 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 December 31, 2017 the cash balance in bank accounts was \$1,877,910.58. Motion to accept the treasurer's report was made by Commissioner Maschek and seconded by Commissioner Solomon. The motion passed unanimously.

Agenda Item #5. Take action on outstanding bills owed by the District.

Commissioner Waechter reported that there was one outstanding bill for the District. The one bill was \$255.00 for reimbursement of Commissioner Yannuzzi's registration for the 2018 SAFE-D Annual Conference, February 22-24 in Galveston, Texas. Motion to pay the outstanding bill for the District was made by Commissioner Maschek and seconded by Commissioner Solomon. The motion passed unanimously.

Agenda Item #6. Inform the ESD No 6 Board on the submission of the 2018 Report to the Texas Department of Agriculture for FY 2017. (Commissioner Maschek)

Commissioner Maschek informed the board that the 2018 Report to the Texas Department of Agriculture for FY 2017 was completed and filed through the SAFE-D website in December 2017.

Agenda Item #7. Discussion and action on the annual report due to Comal County Commissioners' Court on or before 25 January 2018.

Commissioner Maschek will prepare a draft of the 2017 Annual ESD No 6 report to the Comal County Commissions Court for the Commissioners to review and comment. Commissioner Maschek will present the report to the Comal County Commissioners' Court on 25 January 2018.

Agenda Item #8. Receive a report on recent activities of the Bracken Volunteer Fire Department.

The operations of the BVFD are running smoothly. Chief Zipp provided the fire and EMS reports to the Board members prior to the meeting by email. Chief will be hiring new personnel over the next few months based on the Alamo Area list of qualified candidates compiled from the December 2017 testing. Currently, Chief is soliciting bids for a fence and 20 foot electric gate to secure the Delafield property.

Agenda Item #9. Receive a Bracken Volunteer Fire Department Board update.

No Bracken Volunteer Fire Department Board member was present at the meeting. Chief mentioned that President Charlie Flink asked him to request that our ESD Board issue the first 2018 quarterly check for BVFD as soon as possible.

Agenda Item #10. 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.

Commissioner Coley thanked Commissioner Yannuzzi for putting together the Draft RFQ for the Delafield and BVFD Central Station. Commissioner Yannuzzi wanted to review the Overview & Background in the RFQ to make sure we have enough information on what we are seeking for the Delafield and BVFD Central station. The Board openly discussed the three phases for the Scope of Work and agreed that it should be very broad which will allow the architect latitude to present their ideas. The ESD Board walked the Delafield site and Chief Zipp discussed his ideas/concept for renovation and a vehicle facility that ties into the existing structures. Commissioner Yannuzzi asked if the Board wanted to send this RFQ for an architect to our lawyer before posting. The board did not think it was necessary. Commissioner Yannuzzi will make the recommended changes on dates and email addresses to the RFQ and send it to Commissioner Solomon to post on the website.

Agenda Item #11. Receive Public Comment. 3-minute limit per citizen.

No public comment.

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 February 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 6:58 P.M.

	
Signature	Date

Commissioner Randy Maschek, Secretary ESD No. 6