

**COMAL COUNTY EMERGENCY SERVICES DISTRICT No. 6**  
**January 14, 2019 MINUTES**

The Comal County Emergency Services District No. 6 Commissioners met in regular session January 14, 2019 at the Bracken Volunteer Fire Department (BVFD) Central Station located at 23600 FM 3009, San Antonio, Texas 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. BVFD Fire Chief Donald Zipp was also present.

**Agenda Item #2.** Election of ESD No. 6 Officer positions for 2019.

Commissioner Waechter made a motion that the 2019 ESD No 6 Officer positions remain the same as the 2018 ESD No 6 officer positions: President: Herb Coley, Vice President: Jim Solomon, Treasurer: Bill Waechter, Assistant Treasurer: Frank Yannuzzi, and Secretary: Randy Maschek. Commissioner Maschek seconded the motion. The motion passed unanimously.

**Agenda Item #3.** Approval of the minutes of the December 10, 2018 regular meeting.

Motion to accept the December 10, 2018 minutes as written was made by Commissioner Waechter and seconded by Commissioner Yannuzzi. The motion passed unanimously.

**Agenda Item #4.** Receive and act 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, 2018, the cash balance in bank accounts was \$1,913,086.74. Motion to accept the treasurer's report was made by Commissioner Maschek and seconded by Commissioner Yannuzzi. 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 for the Treasurer's Bond from VFIS totaling \$425.00. Motion to pay the outstanding bills for the District was made by Commissioner Maschek and seconded by Commissioner Yannuzzi. The motion passed unanimously.

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

Chief Zipp reported that the Department is working on training. Four BVFD fire fighters trained with the Schertz department last week. All of the local departments are working

on in-house training courses to save their departments money. The departments buy the materials and have certified instructors train in-house. This is very cost effective. On 4 February, BVFD will run a Texas A & M class on Modern Fire Behavior for 25 students from various local departments. BVFD is also working on conducting CPR classes/certifications for area businesses.

**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.

No public comment.

**Agenda Item #9.** Update, discussion, and possible action on the EIKON Agreement for Consulting Services dated December 10, 2018 Rev2.

Commissioner Yannuzzi, our EIKON lead, informed the ESD Board that EIKON had some questions about a geotechnical analysis and hazardous material survey on the Delafield and BVFD locations. Commissioner Maschek will forward Commissioner Yannuzzi the contact information for “PSI” the company ESD No 6 used to do the environmental analysis on the Delafield property. PSI performs geotechnical and hazardous material surveys. EIKON would also like any electronic floor plans for our structures.

**Agenda Item #10.** Discussion and action on the annual report due to Comal County Commissioners’ Court on or before 31 January 2019.

All ESD 6 Commissioners received a draft annual report by email. Commissioner Yannuzzi volunteered to present the annual report to the Comal County Commissioners’ Court on January 31<sup>st</sup>, 2019. He will update the draft report and to include Commissioner Solomon’s comments. The updated report will be sent to the ESD 6 Commissioners for review.

**Agenda Item #11.** Inform the ESD No 6 Board on the submission of the ESD No 6 Reporting Form – dated January 1, 2019 that was submitted to SAFE-D for transmission to the appropriate state agency on December 19, 2018. (Commissioner Maschek)

Commissioner Maschek informed the Board that the report was submitted on time and that he had a copy available for all commissioners to review. There were no questions.

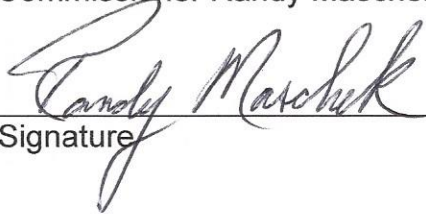

**Agenda Item #12.** Set date, time, and location for next meeting of ESD No.6.

All commissioners agreed that the next regular meeting will be on February 11, 2019 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 6:30 P.M.

Commissioner Randy Maschek, Secretary, ESD No. 6

   
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Signature Date