

COMAL COUNTY EMERGENCY SERVICES DISTRICT No. 6
February 11, 2019 MINUTES

The Comal County Emergency Services District No. 6 Commissioners met in regular session February 11, 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. Charlie Flink the President of the BVFD Board and BVFD Fire Chief Donald Zipp were also present.

Agenda Item #2. Approval of the minutes of the January 14, 2019 regular meeting.

Motion to accept the January 14, 2019 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, 2019, the cash balance in bank accounts was \$2,372,012.11. 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. Receive a report on recent activities of the Bracken Volunteer Fire Department.

Chief Zipp reported that the Department day to day operations are running smoothly. They are staying busy with accident and medical calls. BVFD is currently working to hire a new fire fighter to fill one of the three current vacancies. Chief also discussed the Comal County Communications meeting that he attended with President Coley and VP Solomon and the other Comal County ESD Commissioners. Comal County will pay for the new and improved communications system but the annual maintenance contract and additional personnel to upkeep and work the system will be funded by the ESDs. An ESD's cost will be based on a cost sharing percentage for the annual maintenance contract and additional personnel will be based on the call volume supported for that ESD. ESD No 6 has the lowest call volume of all the Comal County ESDs. Our cost equates to one percent of the maintenance and personnel annual cost which will be less than \$13,000 per year.

Agenda Item #6. Receive a Bracken Volunteer Fire Department Board update.

BVFD President, Charlie Flink reported that the BVFD Board is updating the BVFD Employee Handbook. The BVFD Board is also establishing a Chaplain position for the fire department. The position will be filled by BVFD Board member, (Chaplain Skip Courter). President Flink also reported that the BVFD Board is using non ESD funds (donations) to purchase ballistic vests for the department. On March 30, 2019 the Tolbert Chili Cook Off group is hosting a chili cookoff at the Bracken Store & Ice House and the proceeds will benefit the Bracken Volunteer Fire Department.

Agenda Item #7. Receive Public Comment. 3–minute limit per citizen.

No public comment.

Agenda Item #8. Receive a report on the Comal County Commissioners' Court 31 January 2019 ESD No 6 update.

Commissioner Yannuzzi reported that the briefing to the Commissioners' Court went well and was non-eventful.

Agenda Item #9. Discussion and possible action on partnering with Comal County ESD No 2 and 3 at their future Cranes Mill Station.

During a recent Comal County meeting on emergency communications for the future, Comal County Commissioner Haag discussed his idea of ESD No 6, (represent by Commissioners Coley and Solomon and BVFD Chief Zipp) partnering with ESD NO 2 and 3, (represented by Commissioners Wagner and Whitcomb and Fire Chief Brinkkoeter) at the future Cranes Mill Station. This partnering would enhance ESD's ability to support the FM 46 corridor. Commissioner Coley asked the BVFD Chief to pursue conversations and a meeting with Chief Brinkkoeter. President Coley would like to attend any meeting Chief sets up and any EDS 6 Commissioner that would like to participate is also welcome.

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

Commissioner Yannuzzi presented an EIKON design for the Central Station renovation and a design for the BVFD Sub Station. These are preliminary "big picture" designs for our review and feedback to EIKON. On the Central Station design it was suggested that they include a sidewalk out the back door for the sleeping addition that goes to the canopy in the back. The BVFD Sub Station design needs to have the roof extended over the existing structure. After discussing the Sub Station design and the separation between the new structure and the office space of the existing structure it was suggested that we ask how much it would cost to destroy the existing structure and extend the new building to provide office space, training, and restroom and shower. Commissioner Yannuzzi asked that we provide feedback to him by Wednesday and he will consolidate

and get back to us Thursday to see if there are any additions generated by the consolidation. He will forward the consolidation to EIKON on Friday.

Agenda Item #11. Discussion and possible action on starting the procurement process for selected major items of equipment for BVFD.

The Board discussed the procurement of a new BVFD command vehicle and battery-operated emergency rescue tools for calendar year 2019. Chief Zipp will start the research and report back to the board.

Agenda Item #12. Discussion and possible action on developing a Strategic Plan for ESD No 6.

Commissioner Solomon stated that it is critical that we understand the needs and projected needs of our ESD based on the future development of our ESD area of responsibility. Commissioner Solomon is going to head up the development of a Strategic Plan for ESD No 6. It will be critical to get our constituents/stakeholders identified and involved in the development of the plan. Commissioner Solomon will discuss the planning process at the next ESD No 6 Board Meeting in March.

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 18, 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 7:00 P.M.

Commissioner Randy Maschek, Secretary, ESD No. 6


Signature


Date