

COMAL COUNTY EMERGENCY SERVICES DISTRICT No. 6
March 18, 2019 MINUTES

The Comal County Emergency Services District No. 6 Commissioners met in regular session March 18, 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 Board member Skip Courter and BVFD Fire Chief Donald Zipp were also present.

Agenda Item #2. Approval of the minutes of the February 11, 2019 regular meeting.

Motion to accept the February 11, 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 February 28, 2019, the cash balance in bank accounts was \$2,873,748.54. 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 four outstanding bills for the District. PSI submitted two bills for the asbestos survey and geotechnical survey they performed. The asbestos bill was \$2650.00 and the geotechnical bill was \$3900. Our architectural firm EIKON submitted two bills. One design bill for the Central Station upgrade was \$2388.00 and the design bill for the Bracken Sub Station was 3,348.00. Motion to pay the outstanding bills for the District was made by Commissioner Maschek and seconded by Commissioner Solomon. The motion passed unanimously.

Agenda Item #5. Receive a report on recent activities of the Bracken Volunteer Fire Department.

Chief Zipp reported that the Department is continuing training and performing required maintenance on fire vehicles and equipment. Chief Zipp had a meeting with ESD 3 Chief Brinkkoeter to discuss FM 46 coverage and a possible joint venture when they man their future Cranes Mill Station. Chief Brinkkoeter informed Chief Zipp that the ESD 6 cost sharing would be for 3 personnel at a cost of \$86735 each for a total of \$260,205. This would be an annual contract with ESD No 2 & 3. Chief is going to research the mutual support agreements with New Braunfels and ESD 2 & 3.

Commissioner Coley is going to contact ESD 2 and 3 to schedule a meeting to discuss partnering at the Cranes Mill Station. Chief also researched battery powered rescue tool costs. The rescue tool combination 28 Volt is \$9490. Commissioner Solomon made a motion to approve funding the rescue tool combination not to exceed \$10,000.00 as an ESD No 6 capital expense and Commissioner Maschek seconded the motion. The motion passed unanimously. Chief also researched a command vehicle replacement. Chief checked with the Blue Bonnet Ford fleet manager and was given a price of \$42000 to \$46000 based on a V6 or V8. The board requested Chief to get a few more bids and also provide the board with a list of the basic requirements for this command vehicle. BVFD had a recent inspection from the State Fire Inspector and they were informed that they need to create a new policy on bunker gear and some inspection reports need to be updated.

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

BVFD Board representative Skip Courter thanked the ESD Board for their continued support of the BVFD.

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

No public comment.

Agenda Item #8. Update, discussion, and possible action on the EIKON designs for the BVFD Central Station renovation and the BVFD Sub Station facility. (Commissioner Yannuzzi)

Commissioner Yannuzzi discussed EIKON's Plan B for the Delafield sub-station which was a complete demolition of the current attachment to the manufactured home that was behind the apparatus bays in EIKON's Plan A. The demolition cost was 25,000 and site work \$10,000 and construction \$878,600 which totaled \$913,600. This is about a \$450,000 increase over the original Plan A. EIKON pointed out that the original Plan A that was presented to us in October has increased in price by about \$200,000 due to increases in building materials and labor so in reality this would only be about a \$250,000 dollar increase in cost for the sub-station. Commissioner Coley asked about EIKON's progress on the Central Station plan. EIKON is proceeding with the Central Station plan and incorporating the recommendations the board provided last month. Commissioner Yannuzzi asked that the board members and Chief Zipp review the new plan and provide feedback to him by Friday so he could consolidate the comments and get back with EIKON on this new design for the sub-station.

Agenda Item #9. Update, discussion, and possible action on BVFD new command vehicle and battery- operated rescue equipment.

This agenda item was covered under the BVFD update Agenda Item No 5.

Agenda Item #10. Update, discussion and possible action on the planning process and way ahead for developing a Strategic Plan for ESD No 6. (Commissioner Solomon)

Commissioner Solomon presented the Board with an outline for a two-month Strategic Planning Research Phase to review Strategic Plans for the County, County ESDs, State, City of Garden Ridge, City of Schertz and Schertz EMS and other plans that may be available and have an effect on our district. SAFE-D guidance and other framework for strategic planning development will also be reviewed. Commissioner Solomon will present a way forward in June after the research phase is completed.

Agenda Item #11. Update, discussion, and possible action on Comal County Emergency Communications/Dispatch Cost Sharing beginning January 1, 2020 reference letter received from Comal County Office of the County Judge dated February 12, 2019.

Commissioner Coley briefed the Board that he received a letter from Comal County Judge Krause informing ESD No 6 that the county plans on implementing a cost-sharing effort for the costs of providing emergency communication in the county beginning January 1, 2020. The cost of providing services will be calculated and applied based upon annual employee salary costs and the annual cost of maintenance and warranty for the communications system. This cost will be applied based on a percentage of the calls dispatched for each jurisdiction. Currently, ESD No 6 is 1-percent of the emergency calls and the annual cost will be \$12,492 or \$1,041 per month. Upon approval by the Commissioners Court, this notification letter will be followed by a cost sharing Interlocal Agreement for our consideration.

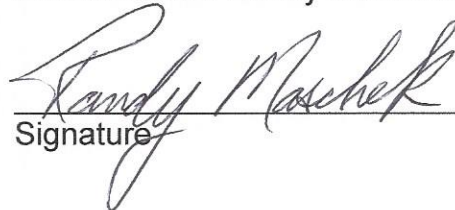
Agenda Item #12. Set date, time, and location for next meeting of ESD No.6.

All commissioners agreed that the next regular meeting will be on April 15, 2019 at 6:30 P.M. at the BVFD Central Station, 23600 FM 3009, San Antonio, TX.

Agenda Item #13. Adjourn

Commissioner Coley adjourned the meeting at 7:08 P.M.

Commissioner Randy Maschek, Secretary, ESD No. 6

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Signature Date