

**COMAL COUNTY EMERGENCY SERVICES DISTRICT No. 6**  
**April 13, 2020 Minutes**

The Comal County Emergency Services District No. 6 Commissioners met telephonically on April 13, 2020. The dial in number for this meeting was (978) 990-5000, access code 348563. The meeting was recorded. This is a synopsis of the recorded minutes.

**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 telephonically to establish a quorum. BVFD Fire Chief Donald Zipp and BVFD Board President Charlie Flink were also present telephonically. The pledges to the flags were not done since this was a telephonic meeting due to COVID-19 restrictions.

**Agenda Item #2.** Approval of the minutes of the March 9, 2020 regular meeting.

Motion to accept the March 9, 2020 minutes as written was made by Commissioner Waechter and seconded by Commissioner Solomon. The motion passed unanimously.

**Agenda Item #3.** Approval of the synopsis minutes of the April 6, 2020 special meeting.

Motion to accept the April 6 2020 synopsis minutes of the telephonic meeting as written was made by Commissioner Solomon and seconded by Commissioner Waechter. The motion passed unanimously

**Agenda Item #4.** Receive and take action on the Treasurer's report.

Commissioner Waechter provided a copy of the treasurer's report to each commissioner. As of March 31, 2020, the cash balance in bank accounts was \$3,541,672.86. 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 were four outstanding bills requiring approval by the District. Burns Anderson Jury & Brenner invoiced us for \$500.00 for legal consultations, AG/CM invoice of \$6240.00, EIKON invoice of \$451.82 and another EIKON invoice for \$298.52. 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 locked down and dealing with the COVID-19. The department has procured some extra personal protective gear and sanitizer. Calls are being screened closely while dealing with this virus. Chief, BVFD personnel and a Pierce representative did a virtual pre-production review of the new engine that is on order. All meetings with local departments are being conducted virtually.

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

BVFD Board President Charlie Flink reported that their March meeting was cancelled based on the COVID-19 developing situation. The BVFD Board is working closely with Chief Zipp to pay the bills on time and keep the department working smoothly.

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

No public comment.

**Agenda Item #9.** Discussion and possible action on Rules for Citizens' Participation and Citizens Comment Period.

Commissioner Yannuzzi will work with Commissioner Maschek to develop the Rules for Citizens' Participation and Citizens Comment Period for ESD No 6. The recommendations will be presented at the next regular meeting in May 2020.

**Agenda Item #10.** Update and discussion and possible action on the development of the Strategic Plan for ESD No 6. (Commissioner Solomon)

Commissioner Solomon reported that the committee is continuing to work in a virtual manner and are working on a draft Strategic Plan that should be ready for the ESD Board review in a few months.

**Agenda Item #11.** Update, discussion, and possible action on the construction of the BVFD Delafield Substation and BVFD Central Station renovation.

Chief Zipp reported that the core samples for the main station renovation have been completed and the results forwarded to the architect (EIKON) for foundation evaluation. AG/CM has been negotiating with Seidel Construction for a firm construction cost. AG/CM has also been researching temporary living quarters for BVFD crews during the central station renovation which should reduce cost estimates. The temporary quarters may require 5<sup>th</sup> wheel trailers that would be located behind the station. COVID-19 shelter requirements have the priority for temporary buildings and large trailers.

**Agenda Item # 12.** Discussion and possible action on ESD No 6 signing the Alamo Area Council of Governments Regional Mutual Aid Agreement (AACOG) that was signed by Comal County on July 22, 2015.

Commissioner Coley has never been able to contact the AACOG representative by phone or email. Chief Zipp reported that the emergency manager of Comal County recommended that ESD No 6 sign the agreement. Commissioner Solomon made a motion that ESD No 6 sign the Alamo Area Council of Governments Regional Mutual Agreement (AACOG). Commissioner Waechter seconded the motion. The motion passed unanimously.

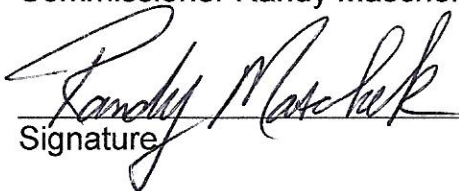
**Agenda Item #13.** Set date, time, and location for next meeting of ESD No.6.

All commissioners agreed that the next meeting will be telephonically on May 11, 2020 at 6:00 P.M. Cancellation of telephonic meeting will depend upon the Comal County COVID-19 restrictions.

**Agenda Item #14.** Adjourn

Commissioner Coley adjourned the meeting at 6:36 P.M.

Commissioner Randy Maschek, Secretary, ESD No. 6

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Signature Date

05/11/2020