

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

The Comal County Emergency Services District No. 6 Commissioners met telephonically on July 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.

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, BVFD Board President Charlie Flink, Schertz EMS Operations Manager Brandon Hill and our AG/CM contractor representatives Ryan Rosenberg and Sean Spyres were also present telephonically.

Agenda Item #2. Receive Public Comment on topics not posted on the meeting agenda. 3–minute limit per citizen.

No public comment

Agenda Item #3. Approval of the draft synopsis minutes of the June 8, 2020 regular meeting.

Motion to approve the draft synopsis minutes of the June 8, 2020 regular meeting as written was made by Commissioner Waechter and seconded by Commissioner Solomon. The motion passed unanimously.

Agenda Item #4. Approval of the draft synopsis minutes of the June 10, 2020 Special Meeting.

Motion to approve the draft synopsis minutes of the June 10, 2020 Special Meeting as written was made by Commissioner Waechter and seconded by Commissioner Solomon. The motion passed unanimously.

Agenda Item #5. Update, discussion, and possible action on the construction of the BVFD Delafield Substation and BVFD Central Station renovation.

AG/CM Sean Spyres commented that the Central Station renovation was going well. The stove for the kitchen will go from gas to electric which will be a cost savings and enhance safety. TCEQ had some questions on the Delafield build that have been forwarded to EIKON to answer. The Delafield building has been put into design and as soon as TCEQ provides the permits the slab should be ready to be poured and the metal building will be ready for construction. The new temporary accommodations for fire fighters are working out well.

Agenda Item #6. Receive and take action on the Treasurer's report.

Commissioner Waechter provided a copy of the treasurer's report to each commissioner. As of June 30, 2020, the cash balance in bank accounts was \$3,362,469.87. Motion to accept the treasurer's report was made by Commissioner Maschek and seconded by Commissioner Yannuzzi. The motion passed unanimously.

Agenda Item #7. Take action on outstanding bills owed by the District.

Commissioner Waechter reported that there were six outstanding bills for approval by the District. One invoice for \$600.00 for legal fees from our lawyer at Burns Anderson Jury & Brenner for review of construction documents; an invoice from AG/CM our project manager contractor for \$3,666.00; invoice from Seidel our Construction Contractor for \$14,493.86 and another invoice from Seidel for \$20,906.18; a request from Commissioner Coley for reimbursement of \$35.00 for webinar training and a request for reimbursement of \$35.00 from Commissioner Maschek for webinar training. 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 #8. Receive a report on recent activities of the Bracken Volunteer Fire Department.

Chief stated that the Comal County had put the burn ban in affect. The new engine is on schedule and if no delays it should be here by October of this year. The required loose equipment for the new engine is currently being ordered. No fire fighters have been sick and they are all practicing the required COVID protocols for all emergency responses. Station 2 (Delafield) is currently being staffed with 2 personnel 24 / 7. Two new fire fighters have been hired. Vehicle inventories have been completed and the station inventory is delayed due to ongoing construction.

Agenda Item #9. Receive a report on the recent activities of the Schertz EMS.

The Schertz EMS Operations Manager, Brandon Hill, provided an update on COVID-19 situation. Positive cases are up throughout Comal, Bexar and other counties. Schertz EMS call volume for April and May was down pretty significantly and June was only down 2% and July appears to be back to a normal call volume. Schertz has also deployed some teams to various counties to assist with nursing home testing. PPE is being closely monitored and supplies are being regularly acquired. Two medical personnel tested positive for COVID-19. One tested positive with no symptoms at all and the other had mild symptoms. Both were pulled from duty immediately. Both are currently back at work.

Agenda Item #10. Receive a Bracken Volunteer Fire Department Board update.

BVFD Board of Directors President, Charlie Flink reported that during their June meeting they discussed possible reasons for the loss of two fully trained fire fighters. A

review of the BVFD current pay scale in relations to other local departments indicated that BVFD was in the lower 1/3rd. BVFD Board voted and authorized a mid- year increase of about 3% which will help in staying competitive with local departments. Two new fire fighters were hired and there will be a need in the near future to hire two more individuals. The BVFD finance committee presented a 2021 BVFD budget and the BVFD Board approved the 2021 budget.

Agenda Item #11. Review, discussion, and possible action on approving the 2019 BVFD budget submission.

Agenda Item # 11: Should read: Review, discussion, and possible action on approving the 2021 BVFD budget submission.

BVFD President, Charlie Flink, discussed the BVFD 2021 budget which was \$1,695,400.00 which is a 7.75% increase over their 2020 budget. Eighty-seven percent of the budget is payroll costs. This 2021 BVFD budget does include another 3% increase in salaries. This 7.75% is about \$25,000 above the 2020 Contract maximum of 4.5%. President Flink realized this would require ESD Board approval. This BVFD budget does not include the 3 new fire fighters that would be required to run two stations 24/7. That would cost another \$220,000.00.

Agenda Item \$12. Review, discussion and possible action on the ESD No 6 Budget for 2021.

Commissioner Waechter provided each Commissioner a copy of a proposed 2021 budget for ESD No 6 and walked everyone through the budget line by line. There was a discussion on the requirements for personnel to fully man two stations. The BVFD budget did not include the total cost to man both stations in 2021.

Commissioner Maschek made a motion to approve the ESD No 6 2021 Budget as presented by the ESD No 6 Treasure. Commissioner Yannuzzi seconded the motion. The motion was approved unanimously.

Agenda Item #13. Update and discussion on the development of the Strategic Plan Recommendation 2 of the ESD No 6 Strategic Plan. (Commissioner Solomon)

Commissioner Solomon forwarded detailed information on a Reserve Study to each ESD No 6 Commissioner. The reserve study would assist the treasurer in developing the 2022 budget. and enhance the ESD's programing of the reserve for station upgrades, major end items of equipment, and catastrophic emergencies.

Commissioner Maschek made a motion to proceed with investigating firms and their costs for conducting a reserve study for ESD No 6 which will be presented to the Board for review, discussion, and action. Commissioner Waechter seconded the motion. The motion passed unanimously

Agenda Item #14. Review, discussion, and possible action on renewal of the BVFD contract for 2021 and 5 consecutive years.

The Board proposed that two ESD Board members and three BVFD Board members meet at 6:30 P.M. on July 20, 2020 by Zoom to discuss the BVFD contract that is up for renewal for 2021 and consecutive years. Commissioners Coley and Maschek will meet with BVFD members by Zoom. BVFD President Charlie Flink will send out a Zoom invite for 6:30 PM July 20, 2020 meeting. Commissioner Solomon's questions on updating the current contract for renewal in 2021 and consecutive years will be discussed during the meeting.

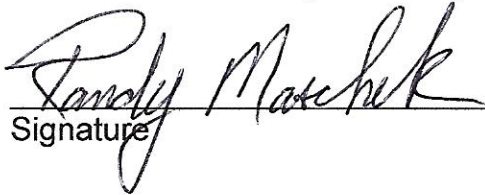
Agenda Item #14. Set date, time, and location for next meeting of ESD No.6.

All commissioners agreed that the next special meeting will be telephonically on August 10, 2020 at 6:00 P.M. Cancellation of telephonic meeting will depend upon the Comal County COVID-19 restrictions.

Agenda Item #15. Adjourn

Commissioner Coley adjourned the meeting at 7:25 P.M.

Commissioner Randy Maschek, Secretary, ESD No. 6


Signature


Date