

COMAL COUNTY EMERGENCY SERVICES DISTRICT No. 6
August 10, 2020 Minutes

The Comal County Emergency Services District No. 6 Commissioners met telephonically on August 10, 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 Director Jason Mabbitt, AG/CM contractor representatives Sean Spyres and Nick Tuttle 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 July 13, 2020 regular meeting.

Motion to approve the draft synopsis minutes of the July 13, 2020 regular meeting as written was made by Commissioner Waechter and seconded by Commissioner Solomon. The motion passed unanimously.

Agenda Item #4. Update, discussion, and possible action on the construction of the BVFD Delafield Substation and BVFD Central Station renovation.

AG/CM Sean Spyres reported that all permits were received from TCEQ and building has started on the Delafield substation. The Central station will have sprinklers installed throughout the entire station. All construction at both sites is on schedule and on budget. AG/CM will get a cost for putting in sprinklers in the new bays being constructed at the Delafield location.

Agenda Item #5. Receive and take action on the Treasurer's report.

Commissioner Waechter provided a copy of the treasurer's report to each commissioner. As of July 31, 2020, the cash balance in bank accounts was \$2,957,397.66. Motion to accept the treasurer's report was made by Commissioner Maschek and seconded by Commissioner Yannuzzi. The motion passed unanimously.

Agenda Item #6. Take action on outstanding bills owed by the District.

Commissioner Waechter reported that there were five outstanding bills for approval by the District. Two invoices from AG/CM each for \$3120 totaling \$6240; invoice from SAFE-D for annual membership renew of \$1100; request from Commissioner Solomon for reimbursement of \$35.00 for webinar training; and an invoice from Seidel for our Construction Contractor for \$299,451.63. Motion to pay the outstanding bills for the District was made by Commissioner Maschek and seconded by Commissioner Coley. The motion passed unanimously.

Agenda Item #7. Receive a report on recent activities of the Bracken Volunteer Fire Department.

Chief reported that construction is going well and Seidel will let him know when he needs to pull crews out of the Delafield station so they can do the road and pad and not land lock our fire vehicles. The Comal County burn ban is in effect. The new engine is on schedule and can be viewed online. Chief will send the Board members a link to view the build. Training is ongoing for the two new hires.

Agenda Item #8. Receive a report on the recent activities of the Schertz EMS.

Schertz EMS Director, Jason Mabbitt, reported that they have been very busy. Schertz EMS won the contract renewal for Guadalupe County which should be finalized this week. COVID hospitalization is dropping and Schertz EMS is averaging about two COVID calls per day. There is no problem with PPE and EMS has a good stockpile on hand. EMS call volume is back to normal and in July there were over 1000 calls which is a new monthly record. Truck (Medic 6) which had been added for every other Saturday is now on every Saturday for peak hours from 10:00 AM to 10:00 PM. This helps for coverage in the ESD 6 area.

Agenda Item #9. Receive a Bracken Volunteer Fire Department Board update.

BVFD Board of Directors President, Charlie Flink reported that during their July meeting they discussed the modified BVFD Contract and approved it.

Agenda Item #10. Update, discussion and possible action on the investigation of firms and their associated cost for conducting a reserve study for ESD No 6. (Commissioner Solomon)

Commissioner Solomon reported that he had discussed the possibility of Armstrong Vaughan & Associates P.C. preparing the Reserve Study for ESD No. 6 with AV&A representative Phil Vaughan. Phil indicated that AV&A would be available to assist with a reserve study and their services would include the use of their unique software that allows our data to be entered in their system resulting in various outcome views. They would provide data entry and assistance in interpreting the outcomes. Their product

would allow the Commissioners then to make better decisions and plans for the future. Phil pointed out that there would be no conflict of interest since they would assist only with data input and interpretation but not with advisory services. Commissioner Solomon will continue to work with Phil Vaughan and develop a sample to get an idea of what can be produced for the ESD. The cost of this reserve study should be relatively low because it only involves data entry fees. After reviewing a sample product, Commissioner Solomon will share it with the other Commissioners and make a recommendation as to next steps.

Agenda Item #11. Review, discussion, and possible action on renewal of the BVFD contract for 2021 and 5 consecutive years.

Commissioners Coley and Maschek met telephonically with BVFD Board of Directors President Charlie Flink and BVFD Board Secretary Jim Moreland and went over the contract paragraph by paragraph. Commissioner Solomon questioned the length of the contract being 5 years and what the measures of performance were for the annual renewal of the contract. The question was also raised concerning why the ESD would be concerned about inventorying items with a replacement value of \$250.00 as stated in the contract. Why is there not a higher value? Chief stated that he had to inventory each vehicle for insurance purposes and he could live with the \$250.00 amount. Chief also explained that the BVFD annual budget included the cost of insuring each of the vehicles and stations. Commissioner Solomon also questioned why the ESD is requiring the service provider to send one firefighter to attend and participate in the Annual Fire School at Texas A&M? Chief was not sure why this requirement was in the contract but they try to send more than one firefighter to Texas A&M annually. This year Chief told us that he would not be able to comply with sending one firefighter to A&M due to COVID. Commissioner Solomon recommended that the BVFD Contract be sent to our lawyer for review and there was no disagreement by any ESD Commissioner. Commissioner Maschek will forward the BVFD contract to Ken Campbell for review before the Commissioners vote on accepting the BVFD contract.

Agenda Item #12. Review, discussion and action on setting a proposed 2020 Ad Valorem Tax Rate for ESD No 6.

Commissioner Waechter recommended a 2020 Ad Valorem Tax Rate based on our budget of \$2,356,187.00 that we passed at our July 13, 2020 ESD No 6 meeting.

Commissioner Waechter made the following motion on the 2020 Ad Valorem Tax Rate for Comal County Emergency Services District No. 6: "I move that the property tax rate for Comal County ESD No 6 be set at 0.089829 / \$100". The motion was seconded by Commissioner Maschek. The motion passed unanimously. Commissioners Coley, Maschek, Waechter, Solomon and Yannuzzi all voted yes to the 0.089829 / \$100 tax rate.

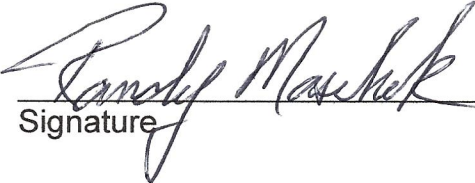
Agenda Item #13. Set date, time, and location for next meeting of ESD No.6.

All commissioners agreed that the next special meeting will be telephonically on September 14, 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 7:15 P.M.

Commissioner Randy Maschek, Secretary, ESD No. 6


Signature _____ Date 9/14/2020