

**COMAL COUNTY EMERGENCY SERVICES DISTRICT No. 6
OCTOBER 12, 2020 Minutes**

The Comal County Emergency Services District No. 6 Commissioners met telephonically on October 12, 2020. The dial in number for this meeting was (978) 990-5000, access code 348563.

Agenda Item #1. Call to order and establish quorum.

Commissioner Coley called the telephonic meeting to order at 6:00 P.M. Commissioners Maschek, Pierce, Solomon and Waechter were present telephonically. BVFD Fire Chief Donald Zipp and AG/CM contractor representative Sean Spyles were also present telephonically.

Agenda Item #2. Welcome Commissioner Chip Pierce and election to the ESD No. 6 vacant officer position of Assistant Treasurer previously held by Commissioner Yannuzzi who has moved out of the District.

On behalf of all the ESD No 6 Commissioners, Commissioner Coley welcomed Commissioner Chip Pierce to the EDS No 6 Board. Commissioner Solomon made a motion that Commissioner Pierce fill the vacant Assistant Treasurer position on the Board and Commissioner Waechter seconded the motion. The motion passed unanimously.

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

No public comment

Agenda Item #4. Approval of the draft synopsis minutes of the September 14, 2020 regular meeting.

Motion to approve the draft synopsis minutes of the September 14, 2020 regular meeting as written was made by Commissioner Waechter and seconded by Commissioner Solomon. The motion passed unanimously.

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 September 30, 2020, the cash balance in bank accounts was \$2,457,794.82. Motion to accept the treasurer's report was made by Commissioner Solomon and seconded by Commissioner Maschek. The motion passed unanimously.

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

Commissioner Waechter reported that there were four outstanding bills for approval by the District. An invoice from NAFECO for \$4100 for purchase of hose for the inbound new engine; an invoice for legal fees from Burns Anderson Jury & Brenner for \$700.00;

an invoice from Rock Engineering for \$3820; and an invoice from Seidel Construction for \$316,296.64. 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 #7. Update, discussion, and possible action on the construction of the BVFD Delafield Substation and BVFD Central Station renovation.

Chief Zipp informed the Board that the Central Station is on schedule and should be ready to occupy in the mid-November time frame. The cabinetry installation and painting are almost finished and the sprinkler system piping is almost complete. The pumps to support the sprinkler system are being installed. The red iron building materials for the Delafield Station arrived earlier than expected. AG/CM Sean Spyles also informed the Board that he spoke with Ms. Hobson and a letter regarding the ESD No 6 noncompliance with TCEQ and a fine will be sent to the ESD. There should be an opportunity to discuss this with TCEQ and appeal the fine.

Agenda Item #8. Receive a report on recent activities of the Bracken Volunteer Fire Department.

Chief reported that the department's new Pierce engine final inspection has been delayed due to mechanical issues discovered by the Pierce engineers. The burn ban is in effect pending additional rainfall. Fire prevention materials were delivered to the Garden Ridge Elementary for distribution to the students. The day care materials will be delivered when they arrive. The Department is finishing a lot of end of year equipment and apparatus testing required by the state.

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

No representative available to provide a verbal report. The Commissioners had each received a monthly EMS response report by email.

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

Chief Zipp reported for the BVFD Board of Directors President, Charlie Flink who asked that Chief let the ESD Board know that the BVFD is reviewing the new 2021 contract / agreement.

Agenda Item #11. Review, discuss, and possible action on ESD No 6 Board authorizing the BVFD Board to carry over a \$100,000 ESD No 6 reserve for CY 2021 for personnel costs to ensure positive cash flow.

The ESD Board discussed authorizing BVFD to carry-over \$100,000 of ESD funds as a reserve for CY 2021 for personnel costs and to ensure positive cash flow for BVFD. Commissioner Solomon made a motion to authorize the BVFD Board to carry over a \$100,000 of ESD funds as a reserve for CY 2021 for personnel costs and to ensure positive cash flow subject to the BVFD Board approval of the ESD No. 6 agreement for

CY 2021 with BVFD. Commissioner Maschek seconded the motion. The motion passed unanimously.

Agenda Item #12. Review, discussion, and possible action on the Comal County option for the Spillman/Flex Computer Aided Dispatch (CAD) startup cost of \$17,238.00 and annual maintenance cost of \$2896.00.

The Board discussed the Comal County Spillman/Flex Computer Aided Dispatch (CAD) startup cost of \$17,238.00 and annual maintenance cost of \$2896.00. Comal County Commissioners Court has yet to approve this startup and maintenance cost for the county entities. Chief also informed the ESD Board that the County is also implementing an ESD No 6 cost for dispatch services from the Comal County Sheriff Office (CCSO) for 2021 of \$14,912.26 for the year or \$1,242.68 per month. Commissioner Coley will contact our County Commissioner Haag to find out the status and start date of these to proposed fees from the County.

Agenda Item #13. Update, discussion and possible action on conducting a reserve study for ESD No 6. (Commissioner Solomon)

Commissioner Solomon thanked Chief Zipp and reported that with his help he has gathered the necessary documentation to get with Armstrong Vaughan & Associates P.C. for them to provide an estimated cost to conduct the study


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 November 9, 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 6:40 P.M.

Commissioner Randy Maschek, Secretary, ESD No. 6

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Signature Date