

COMAL COUNTY EMERGENCY SERVICES DISTRICT No. 6
NOVEMBER 9, 2020 Minutes

The Comal County Emergency Services District No. 6 Commissioners met telephonically on November 9, 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 telephonic meeting to order at 6:00 P.M. Commissioners Maschek, Pierce, Solomon and Waechter were present telephonically. BVFD Fire Chief Donald Zipp, BVFD Board President Charlie Flink and AG/CM contractor representative Sean Spyles 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 October 12, 2020 regular meeting.

Motion to approve the draft synopsis minutes of the October 12, 2020 regular meeting as written was made by Commissioner Waechter and seconded by Commissioner Solomon. 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 September 30, 2020, the cash balance in bank accounts was \$1,930,912.47. Motion to accept the treasurer's report was made by Commissioner Maschek and seconded by Commissioner Pierce. The motion passed unanimously.

Agenda Item #5. Take action on outstanding bills owed by the District.

Commissioner Waechter reported that there were six outstanding bills for approval by the District. An invoice from Seidel for \$140,300.51; replenishment of our Comal County agenda posting account with \$100.00; and four invoices from NAFECO for new equipment on the new inbound pumper totaling \$8,534.00. Motion to pay the outstanding bills for the District was made by Commissioner Solomon and seconded by Commissioner Pierce. The motion passed unanimously.

Agenda Item #6. Update, discussion, and possible action on the construction of the BVFD Delafield Substation and BVFD Central Station renovation.

AG/CM Project Manager Sean Spyres informed the Board that the next payment to Seidel Construction, that has been sent to the Architect for approval, will be \$266,268.09 which leaves a remaining balance of \$159,304.78. There are some furnishings that will need to be purchased that were not included in the bids for refrigerators and dish washer totaling around \$4,500.00. Seidel will be providing the ice maker that was in the contract for the kitchen. The asphalt for the Delafield entrance and drive will have to go through TCEQ permitting and approval which means paying for the Engineer Architect permit approval and application. Sean talked to EIKON and they estimated about \$6500.00 to do the plans and TCEQ application. Chief has one asphalt company that estimated \$27,000.00 to do the paving. Chief will get two other estimates for the asphalt paving. The Central Station is close to completion and the new storage tank foundation for the sprinkler system has been poured. Chief is looking at new furniture for the Central Station. Commissioner Waechter made a motion that we allow Chief Zipp to make a decision on the selection of the asphalt paving company after obtaining two more estimates not to exceed \$35000.00 in total cost for the paving project. The motion was seconded by Commissioner Maschek. The motion passed unanimously.

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

Chief reported that the department has not had any COVID incidents to report. Two individuals from BVFD went to the Pierce plant in Wisconsin and did the final engine inspection on the new Pierce pumper truck. The truck arrived in San Antonio and is at the Pierce shop in Kirby going through the final inspection after the road trip to San Antonio. Chief will do the final acceptance inspection when notified that the Kirby facility has completed their inspections. The truck invoice will be coming and there may be some savings taken off the original negotiated price. All the fire prevention pamphlets and posters have been delivered to the schools and preschools.

Agenda Item #8. 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 #9. Receive a Bracken Volunteer Fire Department Board update.

BVFD Board of Directors President, Charlie Flink reported that they had the annual general membership meeting in October and three of the Board members that were up for reelection (Bob Schoeler, Mark Schroeder and Curtis Wilcox) were reelected unanimously for another three-year term. The BVFD Board voted not to approve the contract with ESD No 6 for 2021.

Agenda Item #10. Review, discussion, and possible action on renewal of the BVFD contract for 2021.

BVFD President Charlie Flink said that the present ESD No 6 Board and the BVFD Board currently have a very good relationship. The BVFD Board took a hard look at the Contract ESD No 6 had approved and presented to BVFD and felt that it was adversarial. Jim Moreland and Rick Shimon (with the BVFD Board's approval) presented recommended changes to the contract. ESD No 6 received those recommended changes late on Friday, 6 November 2020. Commissioner Coley informed the BVFD President that he was not happy that the BVFD had the Contract for 3 months and was just presenting their recommended changes to the ESD Board. The BVFD recommended changes to the ESD contract are now with the ESD lawyer awaiting review.

Agenda Item #11. Update, discussion and possible action on conducting a reserve study for ESD No 6. (Commissioner Solomon)

Commissioner Solomon reported that he sent the ESD Board a read ahead to see a sample Reserve Study and a proposal from Armstrong Vaughan & Associates for ESD No 6. The ESD No 6 Strategic Plan recommended a reserve study which will improve the ESD's ability to project the replacement of major high dollar end items such as vehicles and major facility equipment and structures over a period of time. This should enhance our annual budgeting process. Commissioner Solomon made a motion to approve the proposal from Armstrong and Vaughan & Associates and engage in an ESD No 6 reserve study. Chip Pierce seconded the motion. The motion passed unanimously.

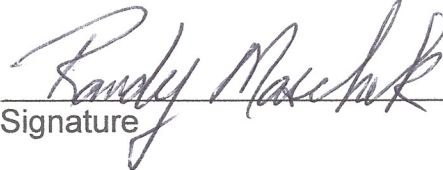
Agenda Item #12. Set date, time, and location for next meeting of ESD No.6.

All commissioners agreed that the next regular meeting will be telephonically on December 14, 2020 at 6:00 P.M. Cancellation of telephonic meeting will depend upon the Comal County COVID-19 restrictions.

Agenda Item #13. Adjourn

Commissioner Coley adjourned the meeting at 6:54 P.M.

Commissioner Randy Maschek, Secretary, ESD No. 6


Signature _____ Date 12/14/2020