

**COMAL COUNTY EMERGENCY SERVICES DISTRICT No. 6
FEBRUARY 8, 2021 MINUTES**

The Comal County Emergency Services District No. 6 Commissioners met telephonically on February 8, 2021. 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, Schertz EMS Director Jason Mabbitt and AG/CM contractor representative 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 January 11, 2021 regular meeting.

Motion to approve the draft synopsis minutes of the January 11, 2021 regular meeting as written was made by Commissioner Waechter and seconded by Commissioner Pierce. 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 January 31, 2021, the cash balance in bank accounts was \$1,172,985.07. 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 five outstanding bills for approval by the District. An invoice from AG/CM for project management fees totaling \$478.92; an invoice from NAFCO for equipment for the new engine for \$3460.72; and invoice from Seidel Construction for \$129,568.45; an invoice from VFIS for our Treasurer's bond for \$425.00 and an invoice from Burns, Anderson, Jury, Brenner, LLP for attorney fees totaling \$1522.90. Motion to pay the outstanding bills for the District was made by Commissioner Maschek and seconded by Commissioner Pierce. The motion passed unanimously.

Agenda Item #6. Update and discussion on the engagement of Armstrong, Vaughan & Associates, P.C. to conduct the 2020 Audit of ESD No 6.

The Commissioners had a discussion on using the same audit firm for several years and voiced no concerns for using Armstrong, Vaughan & Associates, P.C. for the 2020 audit. Commissioner Maschek made a motion to retain Armstrong, Vaughan, & Associates for the 2020 audit and Commissioner Solomon seconded the motion. The motion was approved unanimously.

Agenda Item #7. Update, discussion, and possible action on the construction of the BVFD Delafield Substation and BVFD Central Station renovation.

Chief Zipp reported that everything has been moved into the Central Station and a final inspection of the sprinkler system will be accomplished this week. A few punch list items need to be completed and Seidel should be sending over an electronic warranty for the Central Station and the Delafield Substation. An ADA inspection will be conducted and any problems/faults will be corrected at no cost to the ESD because it would be a design or installation flaw. Also, the final approval by the Fire Marshall is required. The Delafield station is almost complete and the final inspection should be next week. Weather permitting the asphalt drive should be finished by the end of the current week. New furnishings are still coming in for both stations. There will be an invoice for the kitchen hood that was purchased at a discount from Bexar County District 8 for approximately \$5300.00 and an invoice for about \$2800 for a projector at the Central Station.

Agenda Item #8. Review, discussion, and possible action on the TCEQ violation fine.

ESD No 6 forwarded the TCEQ violation fine paperwork to our attorney, Mr. Ken Campbell and we are awaiting his guidance. Mr. Campbell is awaiting a return call from TCEQ to discuss the violation and the way ahead. Sean Spyres did say that ESD No 6 is now in compliance with TCEQ at the Delafield Station.

Agenda Item #9. Receive a report on recent activities of the Bracken Volunteer Fire Department.

Chief reported that the Department is doing well. Currently, firefighters will not operate out of the Delafield Station until the contractor finishes the paving. Chief is putting a pumper in for repair and when it is finished it will be positioned at the Delafield location. The firefighters have been staying healthy. Call volume has been normal but there has been an upswing in drug overdoses and attempted suicides. All personnel that wanted the COVID vaccine have received their second shot. Masking for firefighters, first responders, and EMS personnel was discussed and BVFD and Schertz EMS personnel have very similar requirements for personnel when in their respective stations. Masks are required for all personnel responding to emergencies.

Agenda Item #10. Receive a report on the recent activities of the Schertz EMS.

Schertz EMS Director Jason Mabbitt reported that they have been very busy running COVID vaccine clinics for the city. Hospitalization of COVID patients is decreasing which is good news.

Agenda Item #11. Receive a Bracken Volunteer Fire Department Board update.

BVFD Board of Director President, Charlie Flink, informed the ESD that the BVFD Board approved Armstrong & Vaughan and Associates to conduct the BVFD 2020 audit and income tax return. Different auditors from Armstrong & Vaughan and Associates have conducted the BVFD audit in the past years and BVFD is very satisfied with their professionalism.

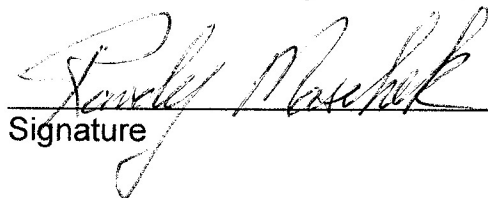
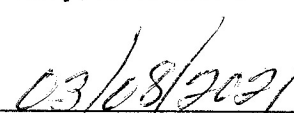
Agenda Item #12. Set date, time, and location for next meeting of ESD No.6.

All commissioners agreed that the next regular meeting will be telephonically on March 8, 2021 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 6:38 P.M.

Commissioner Randy Maschek, Secretary, ESD No. 6

Signature Date