

COMAL COUNTY EMERGENCY SERVICES DISTRICT No. 6
January 10, 2022 MINUTES

The Comal County Emergency Services District No. 6 Commissioners met in regular session January 10, 2022 at the Bracken Volunteer Fire Department (BVFD) Central Station located at 23600 FM 3009, San Antonio, Texas 78266.

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

Commissioner Coley called the meeting to order at 5:00 P.M. Commissioners Maschek, Pierce, Smith and Solomon were present. BVFD Fire Chief Donald Zipp and Schertz EMS Director Jason Mabbitt were also present.

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. Election of ESD No. 6 Officer positions for 2022.

Commissioner Maschek made a motion that the 2022 ESD No 6 Officer positions remain the same with the exception of the Treasurer’s position. President: Herb Coley, Vice President: Jim Solomon, Assistant Treasurer: Chip Pierce, and Secretary: Randy Maschek; and that newly appointed Commissioner Kachina Smith become the Treasurer of Comal County ESD No. 6. Commissioner Solomon seconded the motion. The motion passed unanimously.

Agenda Item #4. Approval of the minutes of the December 13 2021 regular meeting.

Motion to approve the minutes of the December 13, 2021 regular meeting as written was made by Commissioner Solomon and seconded by Commissioner Coley. The motion passed unanimously.

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

Commissioner Maschek provided a copy of the treasurer’s report provided by the previous 2021 Treasurer, Commissioner Waechter, to each commissioner. As of December 31, 2021, the cash balance in bank accounts was \$928,891.18. The \$800,000.00 reserve account will need to be broken out on the treasurers excel spreadsheet report to an Operational reserve of \$736,000.00 and an Equipment and Facility Reserve of \$64,000.00 to comply with the reserve study for budgeting and planning the board approved during the June 14, 2021 meeting. Motion to accept the treasurer’s report was made by Commissioner Solomon and seconded by Commissioner Coley. The motion passed unanimously.

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

Commissioner Maschek reported that there were four bills for approval by the District.

Our lawyer Ken Campbell from Burns Anderson Jury & Brenner invoiced us for \$321.40 for legal professional services. An invoice for \$1293.00 from VFIS of Texas for ESD No. 6 insurance policy renewal. Invoice from Comal Appraisal District for the 2022 total appraisal fee of \$21,953.44 for ESD No.6 and payment of the first quarterly 2022 BVFD contract payment of \$446,825. Motion to pay the outstanding bills for the District was made by Commissioner Smith and seconded by Commissioner Pierce. The motion passed unanimously.

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

Chief Zipp reported that the signage is up and fully functional at both stations. A few firemen have had the new COVID virus but have recovered and are back at work. The BVFD Board will have to review pay scales and incentives to compete with local fire stations to retain quality personnel. The ESD No. 6 boundary information for the ILA with ESD No. 3 has been submitted and Bexar Metro Dispatch is meshing the data for 911 calls.

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

Schertz EMS is experiencing shift and personnel issues due to COVID variant and is also reviewing pay scales and incentives to keep their quality personnel. Commissioner Maschek will provide an updated per capita to Schertz EMS now that the new ILA with ESD No. 3 is in effect.

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

No Board member was present.

Agenda Item #10. Discussion and possible action on renewal of the ESD VFIS Insurance for 2022.

There were no questions on the renewal of the VFIS insurance for ESD No. 6.

Agenda Item #11. Review, discussion and possible action on the annual report due to Comal County Commissioners' Court on or before 31 January 2022.

Commissioner Solomon provided a draft copy of the annual report and has asked that all Commissioners review the report and provide recommended changes. The report will be given by Commissioner Coley on Thursday, January 27, 2022.

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 February 7, 2022 at 6:00 P.M. at the BVFD Central Station, 23600 FM 3009, San Antonio, TX.78266

Agenda Item #13. Adjourn

Commissioner Coley adjourned the meeting at 5:55 P.M.

Commissioner Randall P. Maschek, Secretary, ESD No. 6


Signature


Date