

Comal County Emergency Services District No. 5

Regular Meeting notes

August 28, 2019 @ 4 pm

1. Call to Order

- a. President Turk called the meeting to order at 1608

2. Call of Roll

- a. Present: Tom Turk, Bob Guilbault, Deb Kruciak, Robert Evans
- b. Absent; Dave Geisbush
- c. Guests: Chief Mark Southwell

3. Presidents Opening Comments

- a. No comments

4. Citizen Communication

- a. There were no public comments

5. Consent Agenda

- a. Consider approval of the minutes from previous Board Meeting(s). (Evans)

Commissioner Guilbault made a motion to accept the 24 August minutes. Commissioner Kruciak seconded the motion. The motion passed unanimously.

Commissioner Guilbault made a motion to accept the 21 August minutes. Commissioner Kruciak seconded the motion. The motion passed unanimously.

6. Individual Items for Consideration

A. Discuss and consider approval of the monthly financial reports, individual financial transactions and payment of bills/invoices.

Bill from Comal County Tax Appraisal District for \$4,050.83.

BK Kustomz \$4,290.00 loose eqpt

Heat Safety \$42,122.55 loose eqpt

Metro Fire \$31,007.00 loose eqpt

Rescue Gear \$3,628.00 personal floatation devices

Commissioner Guilbault moved that the bill be paid. Commissioner Kruciak seconded the motion. The motion was accepted unanimously.

B. Discuss and consider approval to close certain CCESD5 bank accounts.

There is a checking account at Frost Bank that is used to draft payment for one of the trucks., the other has a balance of +/- \$49,000. It was created when the other account went over the 250,000 allowable limit.

Commissioner Guilbault made a motion that the +/- \$49,000 account be closed and that funds moved to the larger account. Commissioner Evans seconded the motion. The motion was accepted unanimously.

C. Discuss and consider approval for the Angle Tree Organization to use the Cougar Bend Station. (Evans) –

Commissioner Evans reported that the lease for the Cougar Bend station does not specifically prevent such use. However, assignment or subleasing the building is prohibited in paragraph 12. Chief Southwell offered the opinion that VFIS policy covers all stations as long as the activity is authorized. Chief also requested that the activity be specifically excluded from the bay because there is an engine in there. Commissioner Guilbault made a motion that the activity be allowed as long as there is liability insurance in place. Commissioner Kruciak seconded the motion. The motion was accepted unanimously. Commissioner Turk will check with Ms. Derrich about VFIS insurance. Commissioner Evans to check with Lions International regarding Insurance.

7. Informational Items and Project / Assignment Updates

A. BSBES Incident and Operations Report (Chief Southwell) – review accompanies

B. News, activities, meetings and other issues related to the operations for CCESD#1, CCESD#4, CCESD#5, BSBES and associated committees. (All)

Commissioner Turk reported that the financials look okay. We should finish the year in good shape.

Commissioner Turk reported that the ESD presidents meet monthly meeting for informal talks.

C. Review of Action items necessary for CCESD#5 to acquire the Cougar Bend Station. (Evans)

Commissioner Evans presented a question: Does the non-profit need permission to sell the station to ESD #5 or was that acquired at the time the lease was executed? Commissioner Turk will check.

D. Sale of Temporary Station #4 - The "Trailer" (Guilbault)

The trailer will probably be available for sale at the end of the year. Probably will sell via sealed bid or Craig's list. There may be some interest within the employee ranks.

E. Honey Creek Station Planning and Development (Guilbault)

Commissioner Turk reviewed the phases of construction for the commissioners' general information.

F. JSPA Committee Activities (Guilbault)

No action taken

7. Executive Session

The commission entered into executive session at 1655

8. Reconvene into open session and take any necessary action relating to the Executive Session as described above.

The commission exited Executive session at 1659

No action was taken

9. Adjournment

There being no further business to come before the Commission: the meeting was adjourned at 1727

The next meeting will be special meeting to adopt the tax rate. That meeting will be held on 11 September 2019 in the Public Room of the Johnson Ranch Substation at 30475 Johnson Way, Bulverde, TX 78163. Meeting will begin at 1730

The next Regular meeting will be on 25 September 2019 in the Public Room of the Johnson Ranch Substation at 30475 Johnson Way, Bulverde, TX 78163. Meeting will begin at 1600.

Recorded by *Robert Evans, Secretary CCESD#5*