

COMAL COUNTY EMERGENCY SERVICES DISTRICT NO. 4
Minutes for June 25, 2020 Meeting

A meeting of the Board of Commissioners of Comal County Emergency Services District No. 4 was held on Thursday, **June 25, 2020, at 3:00 PM. This meeting was conducted via teleconference in compliance with the Social Distancing protocol** for the purposes listed below.

Due to the state of emergency and/or local disaster caused by the COVID-19 pandemic, the Board of Commissioners of Comal County Emergency Services District No. 4 decided to hold its meeting via telephone conference call because of the difficulty and risks of convening a quorum in one location. Once initiated, the call was broadcast and recorded as required by the Texas Open Meetings Act. The public participated in the meeting via the internet at <https://zoom.us/j/92107495496> or by telephone at 346-248-7799 and entering meeting ID 921 0749 5496#.

1. Call meeting to order;

Mr. Graf called the meeting to order at 3:05 pm and declared a quorum with four of the five commissioners present: President Graf, Treasurer Clausen, Assistant Treasurer Bruce, and Vice-President Dean were in attendance. Secretary VanAusdall joined the meeting at 3:15 pm and had to leave the meeting at 5:20 pm, just before item 11 was discussed. Also, in attendance were Chief Southwell and Larry Hull for the entire meeting.

Public Comment: The public may comment by teleconference at the meeting. Individual members of the public may address the Board for a maximum of three minutes on items either on or not on the current agenda, but collectively no more than thirty minutes per item. In accordance with the Texas Attorney General's opinion, any public comment that is made on an item that is not on the published final agenda will only be heard by the Board of Commissioners. No formal action, discussion, deliberation, nor comment will be made by the Board of Commissioners;

Public Comment: No public comment made.

REPORTS

2. Receive monthly report from the Treasurer and consider:
 - a. approval of payment of monthly bills and invoices;

Motion made by Ms. Clausen and Seconded by Mr. Dean to pay the monthly bills and invoices below as recommended in the monthly treasurer's report. Motion passed unanimously.

BRW Architects \$7080.18
Rick Reed and Co. Auditors \$8000.00
AGCM for \$1057.00
Heat Safety for \$82,112.34 for SCBAs
MES, Municipal Emergency Services for \$22,581.00 for bunker gear
BK Kustomz, LLC for \$5507.00 for new engine
Carlton Law Firm for \$957.00

It was determined that the invoice from Seidel Construction for \$1237.95 was for utilities that the BSBES should pay.

- b. approval of monthly financial report;

Motion made by Mr. Dean and Seconded by Mr. Bruce to approve the monthly financial report. Motion passed unanimously.

- 3. Receive monthly report from BSBES Chief regarding emergency operations, response times, call volume, training, management activities and personnel;

Chief Southwell presented call statistics from the past month and stated that calls were up 21% over May of last year. We briefly discussed Transports. Chief Southwell stated we bill by the mile and at times there are 3 employees on an ambulance for the transport.

DISCUSSION/ACTION ITEMS

- 4. Review and consider approval of May 28, 2020 Regular Meeting Minutes;

Motion made by Mr. Bruce and seconded by Ms. Clausen to approve the minutes from the May 28, 2020 ESD 4 Meeting. Motion passed unanimously.

- 5. Discuss and consider any needed repairs or other uses related to Station 6, the Bremer Building;

No action taken.

- 6. Discuss and consider construction, financing, furnishing and staffing the new station on FM 311 (Station 4);

- a. General Contractor and Architects Payment and Punch List items;

No action taken.

- 7. Discuss and consider items related to the budget, bank accounts and TexPool;

Mr. VanAusdall made a motion to move \$750,000 from the Frost account to the TexPool account. Motion was seconded by Mr. Bruce and passed unanimously.

- 8. Update, discuss and consider BSBES activities, financials, and other related items, including the potential sale of the Rodeo Drive facility;

- a. Committee update on Joint Service Provider Agreement;
- b. Discuss and consider the draft Rodeo Drive facility sale agreement;

No action taken. Mr. Graf mentioned the meeting on June 14 with the attorney, Ira Coveler and Mr. Bruce on the Sale Agreement.

- 9. Discuss and consider Capital Acquisition Committee Report including the purchase or repair of apparatus, proposed capital items, and purchase of replacement Boat 72;

No action taken. Boat 72 will be discussed at the next meeting.

10. Discuss and consider budget amendments for the District’s 2019 or 2020 budget;

No action taken.

11. Discuss and consider the District’s financial forecast;

Budget workshop planned for July 7.

12. Discuss and consider Tax Calendar for 2020;

This was discussed but no action taken.

13. Executive Session to discuss Legal Matters;

No Executive Session.

14. Action Items from Executive Session;

No action taken.

15. Discuss agenda, time and date for next meeting; and

Budget Workshop planned for July 7 at 3:00 pm.

Next regular meeting planned for July 21 at 3:00 pm.

16. Adjournment. Meeting adjourned at 5:38 pm.

A packet containing all supportive documentation for this agenda is available for inspection at 353 Rodeo Drive, Spring Branch, Texas 78070, between the hours of 8:00 a.m. and 5:00 p.m.



Paul Graf, President, Comal County Emergency Services District No. 4 for Secretary Jeremy VanAusdall

Comal County Emergency Services District No. 4 is committed to compliance with the Americans with Disabilities Act. Reasonable modifications and equal access to communications will be provided upon request. Please call 830-228-4501 for assistance and information. Hearing impaired or speech disabled persons equipped with telecommunication devices for the deaf may utilize the statewide Relay Texas Program by dialing 7-1-1 or 1-800-735-2988.

The Board may retire to Executive Session any time between the meeting’s opening and adjournment for any purpose authorized by the Texas Open Meetings Act, including but not limited to: consultation with legal counsel (Section 551.071 of the Texas Government Code); personnel matters (Section 551.074) and/or discussion of real estate acquisition (Section 551.072). Action, if any, will be taken in open session.