

COMAL COUNTY EMERGENCY SERVICES DISTRICT NO. 4
Meeting Minutes for September 11, 2020 Meeting

A meeting of the Board of Commissioners of Comal County Emergency Services District No. 4 was held on Friday, September 11, 2020, at 3:00 PM. This meeting was conducted via teleconference in compliance with the Social Distancing protocol for the purposes described 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 held its meeting via remote procedures because of the difficulty and risks of convening a quorum in one location. The public was able to access the meeting via free internet or via telephone.

Call meeting to order;

President Graf called the meeting to order at 3:01 pm and declared a quorum with three commissioners present including, Mr. Graf, Mr. Dean the Vice-President and Ms. Clausen the Treasurer. Mr. VanAusdall and Mr. Bruce were not in attendance. Also, in attendance were ESD 4 legal counsel, Mr. John Peeler, Chief Southwell, Chief Torres, Mr. Larry Hull, Mr. Daryl Grieger, Mr. Tony White, and Mr. Thomas Grumole.

1. Public Comment:

Comments were made by Mr. Hull, Mr. Grieger, and Mr. White.

REPORTS

2. Receive monthly report from the Treasurer and consider:

a. approval of payment of monthly bills and invoices;

The following invoices were reviewed for payment:

Motorola Systems \$7849.69 for equipment for the ladder truck
Motorola Systems \$5739.26 for equipment for the ladder truck
Dooley Tackaberry \$395.50 for bunker gear
Coveler & Peeler, PC \$4218.75 and \$4593.75 for legal services in July and August
MES - Municipal Emergency Services \$10,668.41 for the ladder truck equipment
MES - Municipal Emergency Services \$21,645.07 for the ladder truck equipment
Herald Zeitung \$568.00 for tax ad

Motion made by Mr. Dean and seconded by Ms. Clausen to approve the payment of the above invoices with unanimous approval 3-0.

b. approval of monthly financial report;

Motion was made by Mr. Dean and seconded by Ms. Clausen to accept the Monthly financial report with unanimous approval 3-0.

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

Chief Southwell gave a verbal report.

DISCUSSION/ACTION ITEMS

4. Receive, review, discuss and consider proposals from consultants ESCI and Weaver for cost allocation among the three ESDs for the review of BSBES operational expenses between fire and EMS operations;

Both ESCI (Mr. Mike Montgomery and Mr. Sheldon Gilbert) and Weaver (Mr. Jody Allred and Mr. Brandon Tanous) led discussions and answered questions about their proposals. After the proposals the consensus was the Commissioners were not ready to vote on accepting one of the proposals.

5. Review and consider approval of recent Meeting Minutes;

No meeting minutes were submitted due to intermittent absences of the Secretary.

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

No action taken.

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

No action taken.

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

Motion was made by Ms. Clausen and seconded by Mr. Dean to move \$50,000.00 from the Frost account to Texas Regional to pay monthly invoices. Motion passed unanimously 3-0.

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

- a. Update on Joint Service Provider Agreement and potential extension;

No action taken.

- b. Discuss and consider the draft Rodeo Drive facility sale agreement;

Mr. Graf reported that we are waiting the BSBES attorneys to sign off.

- c. Current ESD4 website administrated by BSBES;

No action taken.

10. Discuss and consider Capital Acquisition Committee Report including the purchase or repair of apparatus, proposed capital items;

No action taken.

11. Discuss and consider budget amendments for the District's 2020 budget;

No action taken.

12. Discuss and consider the District's financial forecast;

No action taken.

13. Executive Session to discuss Legal Matters and real estate matters;

The commissioners went into Executive Session at 4:05 pm and came out at 5:20.

14. Action Items from Executive Session;

No action taken.

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

Oct. 15, 2020 at 3:00 p.m.

16. Adjournment.

The meeting adjourned at 5:24 pm.



Jeremy VanAusdall, Secretary, Comal County
Emergency Services District No. 4