

COMAL COUNTY EMERGENCY SERVICES DISTRICT No. 1

BOARD OF COMMISSIONERS

Board Meeting Minutes for April 18, 2019

The Regular meeting of the ESD #1 Board was held at the Emergency Services Building at 353 Rodeo Drive, Spring Branch, TX 78070 on Thursday the 18th of April 2019 beginning at 4:00 p.m.

Discussion/Action Items

1. **Call meeting to order:** Having been duly posted the meeting was called to order at 4:04 pm by Bill Gonser. Commissioners Bill Gonser, Mark Schmalz, Brad McMinn, Tex Hall and Patrick Feely were present and a quorum was declared.

Guests in attendance: Mr. Mark Southwell – Chief. Jo Zuercher, Tyne Powell and Kay Derrich of BSBES

Meeting Agenda

Public Comment: 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. Citizens' Comments are limited to 3 minutes per citizen. No comments were made.

Discussion/Action items (continued)

2. **Approve March 21, 2019 regular meeting minutes and the March 5, 2019 workshop minutes:** A motion was made by Mark Schmalz to approve. Bill Gonser seconded. Motion carried. See pages 3-4

3. **Review, consider and accept monthly financial reports – Commissioner McMinn and Kay Derrich;** The financial report (page 5-8) shows an operating account balance of \$3,390,628.13

4. **Consider and approve bills/invoices to be paid – Commissioner McMinn and Kay Derrich** identified the following as due for payment. Checks were presented by Kay Derrich and signed by Commissioners McMinn and Gonser. Check 1218 Pat Feely \$327. (page 21-24), Check 1219 Richard Hall \$415.69 (page 27-30), Check 1220 Comal County Tax Assessor Collect \$505.89 (page 17-20), Check 1221 Advantage Communications \$275.00 (page 31-36), Check 1222 The Carlton Law Firm \$32.50 (page 13-16), Check 1223 Paradise Lawn and Maintenance \$4,200.00 (page 35a). A motion was made by Tex Hall to approve. Mark Schmalz seconded. Motion carried.

5. **Review and discuss the Chief's monthly report – All Commissioners;** Chief Southwell updated the Commissioners on February 2019 activity (page 37-40).

6. **Discuss the status of the Special Purpose District Report for 2018;** reference email (page 41-42). Kay Derrich to confirm it was received by comptroller.

7. **Review and approve Commissioner's expense reports for Safe-D Conference.** Approved (page 21-24, 27-30).

8. **Discuss the status of Paradise Lawn and Maintenance Inc's. Installation of the berm at Station #2.** Commissioner Gonser confirmed all work by Paradise lawn and Maintenance was completed in one day.

9. **Discuss the status of discussions with ESD #4 concerning the purchase of Station #1.** Commissioners Gonser and Schmalz briefly discussed complications with ESD #4 proposal to purchase Station #1. No action

10. **Discuss the options to retrofit or buy new ambulances.** Commissioners Schmalz and Feely made suggestions to purchase new ambulances (2 at \$235,000.00) in place of retrofitting option. Decision will be brought up for vote in May meeting pending further financial review.

11. **Receive and discuss progress reports from BBSBES board and standing ESD committees.** – All commissioners discussed the confirmed 3.55% pay raise for BBSBES personnel. Commissioners Hall and Schmalz presented overview of Tax Appraisal meeting.

12. **Discuss agenda time and dates for next meeting(s)-All Commissioners;** Commissioners agreed that the next regular meeting will be held on May 16th at 4:00 pm at Rodeo Dr., Spring Branch, TX 78070.

13. **Adjourn:** With no further business to come before the Commissioners, the meeting was adjourned at 5:00 pm

Patrick Feely-Comal County ESD1 Secretary 2018 Patrick Feely Patrick Feely

Board Acceptance (Date)

(Signature)