

Comal County Emergency Services District No. 1

Regular Meeting Notes

April 20, 2023

NOTICE was given that a Regular Meeting of the Board of Commissioners of Comal County Emergency Services District No. 1 was held Thursday, April 20, 2023 beginning at 3:00p.m., at the Bulverde Spring Branch Fire & EMS Station 1, Conference Room, 353 Rodeo Drive, Spring Branch TX, 78070 for the following purposes:

DISCUSSION / ACTION ITEMS

1) Meeting called to order at 3:23pm, established a quorum a Dan Saenz, Henry Delgado, and Josh Dean were in attendance. No Public Comments: Members of the public may collectively address the Board for a total of thirty minutes on items not on the current agenda (i.e. the public comment section of the meeting). Individual members of the public may address the Board for a maximum of three minutes on items not on the current agenda (i.e. the public comment section of the meeting). Individual members of the public may address the Board for a maximum of three minutes per person per agenda item. Individuals may address the Board once per item. Members of the public may collectively address the Board for a total of thirty minutes per item on the agenda. Members of the public will speak on an agenda item after comments on the item is called for by the presiding officer, but before Board discussion and consideration of the item. Speakers will be called upon in the order that they signed up to speak on an item. If more than ten speakers sign up to speak on an agenda item or as part of public comment on items not on the agenda item, each speaker's allotted time will be proportionally reduced to allow all speakers an opportunity to speak within the 30-minute time limit.

2) Approve March 30, 2023 Meeting minutes. – Dan Saenz made a motion to approve, Henry Delgado seconded, passed unanimously.

3) Review and discuss the Chief's monthly report – Chief Southwell provided the monthly report. Josh Dean asked question staffing concerns due to staff being out with injuries. Chief Southwell said no major issues small amount of over time.

4) Review, consider and accept monthly financial reports, Kay Derrich – Kay Derruch provided printed copies to the board. No action taken.

5) Consider and approve bills/invoices to be paid – Josh Dean Made a motion, Henry Delgado seconded passed unanimously

1. \$87,944.00 to Medic Built LLC. for the chassis for the two ambulance remounts.
2. \$12,466.67 to Life Scan Wellness Centers for staff yearly health screens.
3. \$119.00 to Grandpa's Plumbing for plumbing repairs at temp Station 5.
4. \$775.00 to Ink Civil for engineering work completed for Station 5.

6) Discuss Update of EMS orders, repairs and upgrades, Station 5 housing transition. - Chief Southwell, Chief Torres provided briefing. No action taken.

7) Welcome John Peeler of Coveler and Peeler Law Firm to discuss services – Met with John Peeler with Coveler and Peeler. Josh Dean made a motion to engage Coveler and Peeler for legal services for Comal County ESD 1. Henry Delgado seconded, the motion approved unanimously.

8) Discuss and act on matters regarding rental property as needed; – Discussed rental units, Comal ESD1 and ESD5 partnership regarding the Station 5 property. No action taken.

9) Station 5 Property - Discuss updates on Replat and Site Plan information. No action taken.

10) Discuss Land and Property – No action taken.

11) Receive and discuss progress reports from the BSBES board /standing ESD committees. Capital apparatus committee report out. Apparatus committee recommendation for squad vehicles. Josh Dean made a motion to purchase two 2024 4x4 Chevrolet Tahoe's Special Service Vehicles CK 10706 competitively bid in an amount not to exceed \$130,000.00. Henry Delgado seconded passed unanimously.

12) Executive Session regarding personnel, legal and real estate matters. – No session

13) Adjourn and set next meeting date. – next meeting will be at 3:00pm on May 18, 2023

The Board of Commissioners is authorized by the Texas Open Meetings Act to convene in closed or executive session for certain purposes. These purposes include receiving legal advice from its attorney pursuant to Chapter 551.071 of the Texas Government Code; discussing real property matters pursuant to Chapter 551.072 of the Texas Government Code; discussing gifts and donations pursuant to Chapter 551.073 of the Texas Government Code; discussing personnel matters pursuant to Chapter 551.074 of the Texas Government Code; discussing security personnel or devices pursuant to Chapter 551.076 of the Texas Government Code. If the Board decides to enter executive session regarding any item on this agenda, the Presiding Officer will announce that an executive session will be held and will identify the item to be discussed and the provision from the Open Meeting Act that authorizes the closed or executive session. Comal County Emergency Services District No. 1 and the Bulverde-Spring Branch Emergency Services are committed to compliance with the Americans with Disabilities Act. Reasonable modifications and equal access to communications will be provided upon request by calling (830) 228-4501 for assistance and information. Hearing impaired or speech disabled persons equipped with telecommunications devices for the deaf may utilize the statewide Relay Texas Program, 1-800-735-2988.

Josh Dean – Secretary

Comal County Emergency Services District