

## **Comal County Emergency Services District No. 1 Regular Meeting Minutes: September 9<sup>th</sup>, 2025**

**NOTICE** is hereby given that a Regular Meeting of the Board of Commissioners of Comal County Emergency Services District No. 1 will be held Tuesday, September 9<sup>th</sup>, 2025, beginning at 4:00 p.m., at the Bulverde Spring Branch Fire & EMS Station 1, Conference Room, 353 Rodeo Drive, Spring Branch TX, 78070

### **Attendees:**

President - Josh Dean - Present via Zoom starting at 4:11pm; dropped at 4:28pm  
Vice President – James Sellers – Present  
Treasurer - Henry Delgado – Present  
Assistant Treasurer - Daryl Grieger – Present via Zoom  
Secretary – Sonny Loudon – Present  
Attorney John Peeler – Present via Zoom  
Kay Derrick – Comptroller – Present  
Chief Southwell – Present  
Assist Chief Daniel Torres - Absent  
Captain David Powell – Absent  
Chief Todd Morgan - Present  
Establish Quorum – a quorum is present  
Public Attendees – None

1. Approve August 8<sup>th</sup>, 2025, Meeting minutes. – All Commissioners
  - > Motion to accept minutes from last meeting: A. Loudon
  - > Seconded by: D. Grieger
  - > Motion carried unanimously
  - > Minutes signed and given to K. Derrick for filing and posting
2. Review and discuss the Chief's monthly report. – Monthly report provided by Chief Southwell
  - > No action taken
3. Discuss and update on renters, leases for Station 5 property, including any necessary action on the same. -Chief Southwell, Kay Derrick
  - > Motion by D. Grieger to replace the AC unit for the rental house at 27630 Hwy 46 for not to exceed 10K
  - > 2<sup>nd</sup> by H. Delgado
  - > Passed unanimously
4. Discuss and update on the proposed purchase of properties, including any necessary action on the same. - John Peeler, Chief Southwell, Kay Derrick
  - > Will be discussed under executive session
  - > No action taken
5. Discuss, review, and conduct an asset review of Comal County ESD1 property. Chief Southwell, Kay Derrick
  - > No action taken
6. Consider and approve bills/invoices to be paid. Kay Derrick
  - A) Check # 489 to Aerowave = \$2822.50 for 2 remount control heads
  - B) Check # 490 to Andrews Myers = \$803.03 for legal services for property work for new station
  - C) Check # 491 to BSBES = \$3839.03 for medical supplies for remounts
  - D) Check # 492 to Comal Appraisal District = \$17607.21 for quarterly pmt of tax collection fee
  - E) Check # 493 to Coveler & Peeler, PC = \$6041.63 for legal services to the board
  - F) Check # 494 to Heat Safety = \$70748.71 for 8 SCBA's
  - G) Check # 495 to Tripps Electric = \$11037.31 for station 2 bay lighting
  - > Motion to approve of the above expenditures by A. Loudon
  - > Seconded by H. Delgado
  - > Passed unanimously

7. Review, consider, and accept monthly financial reports- Kay Derrich, Chief Southwell.
  - > Cash available at \$6,837,402
  - > No significant unbudgeted expenses
  - > No action taken
8. Review and discuss updates on Capital Items and approve purchases, orders, repairs, and upgrades. Discuss quotes for Stations and Vehicles. - Chief Southwell
  - > Motion to approve the purchase of a rescue trailer for approx. \$300k such that all 3 ESD entities would contribute \$100K to the purchase by A. Loudon
  - > Seconded by D. Grieger
  - > Passed unanimously
  - > Motion to approve a not to exceed \$25K ventilator for ambulance 60 by A. Loudon
  - > Seconded by D. Grieger
  - > Passed unanimously
9. Review and act to set the date and time for the district's regular meeting for October. – All Commissioners
  - > Next meeting set on Oct 14<sup>th</sup> 4 PM at Station 1
10. Commissioners' request for items or follow-up for the next board meeting - All Commissioners
  - > Include both August 21st meeting minutes and September 9<sup>th</sup> meeting minutes to be approved in the October meeting agenda.
  - > Kay D. will present a list of assets that are fully depreciated and need to be disposed of for the October meeting
11. Executive Session regarding personnel, legal, and real estate matters. – All Commissioners
  - > Executive Session started at: 4:57 pm
  - > Executive Session ended at: 5:09 pm
  - Action taken after executive session:
    - > Motion to approve to authorize the board subcommittee to approve and execute a contract for the land discussed in closed session in consultation with real estate counsel Andrews Myers by A. Loudon
    - > Seconded by D. Grieger
    - > Passed Unanimously
12. Adjourn. – All Commissioners
  - > Meeting adjourned at 5:12 PM

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.

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Arthur (Sonny) Loudon – Secretary Comal ESD-1