

EMERGENCY SERVICES DISTRICT No. 2
COMAL COUNTY, TEXAS
P. O. BOX 2140
Canyon Lake, Texas 78133

Minutes of Regular Meeting December 17th, 2020

CALL TO ORDER: Tom Crossan, President, confirmed that the official notice for this meeting was properly posted, then declared a quorum and called the meeting to order at 4:00 pm. Other commissioners present were: Archie Dishman, Kenneth Schein, Francesca Hays and Jim Whitcomb. Also present was Fire Chief Darren Brinkkoeter, Assistant Fire Chief Robert Mikel and Business Manager Angela Hemphill.

CITIZEN'S COMMENT: No citizens were present.

APPROVE/DISAPPROVE MINUTES OF PREVIOUS MEETING: The minutes of the regular meeting on October meeting and November monthly meeting were not available for consideration at the meeting. The board tabled consideration of these minutes until the next meeting.

RECEIVE REPORT FROM THE TREASURER AND CONSIDER TAKING RELATED ACTION INCLUDING APPROVAL OF MONTHLY BILLS, INVOICES AND THE FINANCIAL REPORT:

Commissioner Dishman stated that copies of the Treasurer's Report were sent out by email prior to the meeting. Included in the report were Budget to Actual at 11/30/20, Statement of financial position for 11/30/20, Statement of Financial Income and Expense for November and YTD and ESD#2 Ad Valorem Tax Receipts comparison 2005 thru 2020. **The board acknowledged the report given by Commissioner Dishman.** Commissioner Dishman stated that due to the financial position of the district and suggested a transfer of \$350,000 to the district's reserve account. The board discussed and then **Commissioner Dishman moved to approve the transfer as proposed of \$350,000 to the reserve account. Commissioner Whitcomb, seconded and all commissioners approved.**

Deleted: Dishman

Commissioner Dishman stated that there were 10 claims to be approved for payment:

ESD#3	(date check 1/1/21) January p/r	\$284,009.81
Dr. John Flanagan	4th qtr. Medical Director	\$3,125.00
Ranger Auto	Medic 51 bulb	\$18.99
Sterling McCall	2020 Medic unit 9322	\$289,485.07
Stericycle	medication disposal fee	\$69.00
Stryker	qtrly. maint. agreement	\$4,782.60
AE Auto Service	medic 51 suspension diagnosis	\$259.18
ESD#3	reimb. parts for M51 suspension	\$491.17
Comal Co. Tax Office	unit 4311 registration	\$7.50
Texas Mutual	late fee for renewal	\$10.00

Commissioner Whitcomb moved to approve payment for claims submitted and Commissioner Schein seconded. All commissioners approved; motion carried.

CHIEF's REPORT: EMS Division Chief Brandon Kludt informed the board that there were 312 EMS calls for service for the month of October. He relayed that the department is awaiting a proposed agreement regarding the district becoming a satellite location under TEEX in order to

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conduct a paramedic program. He is hoping to present the agreement to the board in January for consideration. The board acknowledged the report as given.

DISCUSSION AND CONSIDERATION OF ALTERNATIVE BOOKKEEPING SERVICES FOR FY2021:

Commissioner Dishman stated that he and Mrs. Hemphill received an email from Ms. Eleanor Preston stating that she would not be able to continue providing bookkeeping services for FY2021. Discussion occurred amongst the board on what options there were. President Crossan asked for an executive session to be added to the January agenda to discuss further.

RECEIVE, CONSIDER AND DISCUSS RELATED BUSINESS TO COMMUNITY OUTREACH:

Commissioner Hays stated that Commissioner Shirley-Menzel of ESD 3 along with Mrs. Hemphill are working with a resident of RiverChase to complete virtual tours of the new Stations 54 and 56 in order to post on the website since Open Houses/Grand Opening ceremonies would not be able to occur.

COMMISSIONER COMMENTS:

Commissioner Crossan congratulated Commissioner Hays on completing her first year of her term on the board. She thanked the board and staff for the help throughout the year getting acclimated to the position. Commissioner Schein stated that he was offered by Commissioner Eccleston reappointment for another if he chose to do so in which he gladly accepted. Commissioner Crossan relayed the same information and thanked the board for another year of accomplishments despite the pandemic.

NEXT MEETING:

Regular Monthly Meeting - Thursday, January 21st @ 4:00PM by ZOOM.

ADJOURN: Meeting adjourned at 4:36 PM