

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

Minutes of Regular Meeting February 27th, 2020

CALL TO ORDER: Tom Crossan, Commissioner, declared a quorum and called the meeting to order at 6:30 pm at Canyon Lake Fire/EMS Station 51, 1074 Scissortail, Canyon Lake, Texas. Other commissioners present were: Jim Whitcomb, Francesca Hays, Kenneth Schein and Archie Dishman. Also present was EMS Division Chief Brandon Kludt, Fire Chief Darren Brinkkoeter, Assistant Fire Chief Robert Mikel and Business Manager Angela Hemphill.

APPROVE/DISAPPROVE MINUTES OF PREVIOUS MEETING: The minutes of the regular meeting on January 16th had been emailed prior to the meeting. No changes/corrections were requested. **The board accepted the proposed minutes as presented.**

CITIZEN'S COMMENT:

There were no citizens present.

CHIEF'S REPORT: EMS Division Chief Kludt informed the board that there were 225 EMS calls for service for the month of January. The average response time was 7:41. The board and Chief Kludt discussed the remainder of the report. The board acknowledged the report as given. Chief Kludt updated the board on the current state of our region related to the Coronavirus (COVID19).

REVIEW, DISCUSS AND TAKE APPROPRIATE ACTION ON INTENT TO PURCHASE 2020 FORD F450 TYPE I 14' AMBULANCE FROM STERLING MCCALL FORD/FRAZER TOTALING \$289,885.07:

Chief Kludt presented the specifications for the unit being proposed and stated that this item is within the 2020 budget. **Commissioner Whitcomb moved to approve the proposed Intent to Purchase the 2020 Ford F450 Type I 14' Ambulance from Sterling McCall / Frazer totaling \$289,885.07. Commissioner Dishman seconded and all commissioners approved.**

CONSIDER, DISCUSS AND TAKE APPROPRIATE ACTION ON PROPOSED SERVICE AGREEMENT BETWEEN COMAL COUNTY ESD No. 2, COMAL COUNTY ESD No. 3 AND KONA COAST VENTURES (WWA):

Mrs. Hemphill stated that the Form 1295's have not been filed by the business entity and requested that we table this item until the March meeting. The board and Chiefs discussed considering a price increase if there was going to be discussion of a multi-year agreement.

CONSIDER, DISCUSS AND TAKE APPROPRIATE ACTION ON PROPOSED SERVICE AGREEMENT BETWEEN COMAL COUNTY ESD No. 2 AND ELEANOR PRESTON FOR 2020 BOOKKEEPING SERVICES:

Mrs. Hemphill stated that there were no changes outside of dates included in the agreement and that Ms. Preston appreciates the opportunity to work for the board again if they would like her to. **Commissioner Dishman moved to approve the proposed service agreement between Comal County ESD No. 2 and Eleanor Preston for 2020 Bookkeeping Services. Commissioner Schein seconded and all commissioners approved.**

COMMISSIONER COMMENTS:

The board discussed the recently attended State Association of Fire and Emergency Services Districts (SAFE-D) annual conference that was held in Galveston.

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

Archie Dishman distributed copies of the Treasurer's Report. Included in the report were Budget to Actual at 1/31/20, Statement of financial position for 1/31/20, Statement of Financial Income and Expense for January 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 there were 16 claims to be approved for payment:

ESD#3	(date check 3/1/20) March. p/r	\$268,949.74
Lake & River Landscape	mow 1/13 & 2/4	\$120.00
James Whitcomb	SAFE-D expenses	\$278.20
ESD#3	reimb. for generator purchase	\$5,100.00
ESD#3	reimb. for medic insurance	\$14,157.00
Frazer	medic unit parts	\$302.00
Take 5 Oil	unit 4311 inspection	\$7.00
Quality In Flow LTD	blood warmer	\$5,407.36
Camping World	AC repair unit 2772	\$1,021.59
Ranger Auto	unit 8234 gen. oil & air filter	\$56.37
Comal Appraisal District	Q2 dues	\$9,056.56
RJC Services	Medic 52 Generator Repair	\$312.64
Triple Peak Auto	Unit 8234 Oil Change	\$131.62
Comal Tax Office	unit 8234 State Registration	\$7.50
Stericycle	Medication Disposal Fee	\$69.00
Stryker	Pro Care qtrly. Maint. fee	\$4,782.60

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

SECRETARY PRESENTATION OF COMMUNICATIONS RECEIVED:

Commissioner Hays stated that no items were received.

IDENTIFY ITEMS FOR THE FEBRUARY MEETING:

Budget Process Changes due to Senate Bill 2
 Kona Coast Agreement
 Discussion related to the increase in personnel

NEXT MEETING: Thursday, March 19th at 6:30PM – Tye Preston Memorial Library

ADJOURN: Meeting adjourned at 7:09 PM