

## Wilson County Emergency Service District #2

<b>Regular Meeting Minutes</b>									
Minutes #	Date	Start Time – Adjourn Time				Location			
RM17-11	21-Aug-17	1815hrs. – 1925hrs.				ESD #2 Fire/EMS Station, 11382 FM 775, Floresville, TX 78114			
<b>Meeting called by</b>		THE BOARD OF COMMISSIONERS, WILSON COUNTY ESD #2							
<b>Type of meeting</b>		Regular Meeting/			<b>MINUTES APPROVED:</b>				
Board of Commissioners		Present	Absent	Participants		Subject Matter			
<b>President</b>	Mr. Larry Phillips (CP)	X		Ms. Christy Merendon		EMS Director			
<b>Vice President</b>	Mr. William Kenney (CK)	X		Mr. Josh Dillmore		Fire Chief			
<b>Secretary</b>	Mr. Roger Beltran (CB)	X		Mr. Lou Rosenberg		Attorney			
<b>Treasurer</b>	Ms. Kelly Hawkins (CH)	X							
<b>Asst Treasurer</b>	Mr. Paul Witek (CW)	X							
<b>Agenda Topic:</b>									
<b>#1</b>	<b>Call to order and establish quorum.</b>								
<b>Discussion</b>	Commissioner Phillips called meeting to order – quorum established – 1815 hrs.								
<b>Motion:</b>	<b>Informational</b>								
<b>Motion By:</b>	CK	CH	CB	CP	CW	<b>VOTE</b>	YES	NO	
<b>2nd By:</b>	CK	CH	CB	CP	CW				
<b>#2</b>	<b>Pledge of Allegiance</b>								
<b>Discussion</b>									
<b>Motion:</b>	<b>Informational</b>								
<b>Motion By:</b>	CK	CM	CB	CP	CW	<b>VOTE</b>	YES	NO	
<b>2nd By:</b>	CK	CM	CB	CP	CW				
<b>#3</b>	<b>Citizens' Comments</b>								
<b>Discussion:</b>	None								
<b>Motion:</b>	<b>Informational</b>								
<b>Motion By:</b>	CK	CH	CB	CP	CW	<b>VOTE</b>	YES	NO	
<b>2nd By:</b>	CK	CH	CB	CP	CW				
<b>#4</b>	<b>Review, discuss, and approval of the 17 Jul Meeting Minutes</b>								
<b>Discussion:</b>	Comm Phillips stated that he had reviewed the minutes and asked the Board if there were any other comments. There were no comments or questions the Board recommended to approve the minutes as written.								
<b>Motion:</b>	<b>Approve the 17 Jul Meeting Minutes</b>								
<b>Motion By:</b>	CK	CH	CB	CP	CW	<b>VOTE</b>	YES	NO	
<b>2nd By:</b>	CK	CH	CB	CP	CW		4	0	
<b>#5</b>	<b>Review, discuss, and approval of the 19 Aug Budget Workshop Meeting Minutes</b>								
<b>Discussion:</b>	Comm Phillips stated that he had reviewed the minutes and asked the Board if there were any other comments. There were no comments or questions the Board recommended to approve the minutes as written.								
<b>Motion:</b>	<b>Approve the 19 Aug Budget Workshop Meeting Minutes</b>								
<b>Motion By:</b>	CK	CH	CB	CP	CW	<b>VOTE</b>	YES	NO	

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<b>2nd By:</b>	CK	CH	CB	CP	CW	<b>VOTE</b>	4	0
<b>#6</b>	<b>Review, discuss, and approval of the Reports from the Treasurer for the months of June and July</b>							
<b>Discussion:</b> Comm Hawkins read the reports. The Board had not other questions regarding the current status of the Treasurer's report								
<b>Motion: Approve the Reports from the Treasurer for the months of June and July</b>								
<b>Motion By:</b>	CK	CH	CB	CP	CW	<b>VOTE</b>	YES	NO
<b>2nd By:</b>	CK	CH	CB	CP	CW		5	0
<b>#7</b>	<b>Review, discuss, and approval of the July Attorney's fee of \$10,037.75</b>							
<b>Discussion:</b> Comm Phillips read the report outlining the fees. There were no additional comments or questions the Board recommended to approve the report as presented.								
<b>Motion: Approve the July Attorney's fee of \$10,037.75</b>								
<b>Motion By:</b>	CK	CH	CB	CP	CW	<b>VOTE</b>	YES	NO
<b>2nd By:</b>	CK	CH	CB	CP	CW		5	0
<b>#8</b>	<b>Review, discuss and possible approval of the repairs to the roof and doors</b>							
<b>Discussion:</b> The EMS Director stated we got a bid on the replacing the doors but nothing on the repair of the roof. Cas Tex Door Services submitted a bid for \$3,600 to replace both sets of double doors. The Board agreed to proceed with a Not to Exceed cost of \$3,600 for material and labor pending the final approval by the Board President and Board Treasurer.								
<b>Motion: Approve a Not to Exceed cost of \$3,600 for material and labor pending the final approval by the Board President and Board Treasurer.</b>								
<b>Motion By:</b>	CK	CH	CB	CP	CW	<b>VOTE</b>	YES	NO
<b>2nd By:</b>	CK	CH	CB	CP	CW		5	0
<b>#9</b>	<b>Review, discuss, and possible approval of the repairs of the electrical system.</b>							
<b>Discussion:</b> The EMS Director stated we got a bid of \$4,884.68 on repairing the electrical problems. The Board agreed to proceed with the repairs on the electrical system.								
<b>Motion: Approve the repair of the electrical system at a cost of \$4,884.68</b>								
<b>Motion By:</b>	CK	CH	CB	CP	CW	<b>VOTE</b>	YES	NO
<b>2nd By:</b>	CK	CH	CB	CP	CW		5	0
<b>#10</b>	<b>Review, discuss, and possible approval of the purchase of exhaust fans for the bays.</b>							
<b>Discussion:</b> The Board agreed to table this item until more research on type, size and quantity of fans needed could be done by Comm Witek.								
<b>Motion:</b>								
<b>Motion By:</b>	CK	CH	CB	CP	CW	<b>VOTE</b>	YES	NO
<b>2nd By:</b>	CK	CH	CB	CP	CW			
<b>#11</b>	<b>Review, and discuss the repair action of Fire Engine 12.</b>							
<b>Discussion:</b> The Fire Chief briefed the Board that no repair actions were required on Engine 12. The decision was to watch and wait to see if any problems or issues develop. But at this time there was no reason to enter into unnecessary costly repairs.								
<b>Informational:</b>								
<b>Motion By:</b>	CK	CH	CB	CP	CW	<b>VOTE</b>	YES	NO
<b>2nd By:</b>	CK	CH	CB	CP	CW			
<b>#12</b>	<b>Review, and discuss current and projected construction issues at the current station and the Cimarron location and possible approval of the hiring of a Construction Management Firm</b>							

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**Discussion:** With regard to the repairs at the current station, the doors have tentatively been approved and so has the electrical problems. The replacement septic system was approved last month and Board is still waiting for a bid on the roof. There are no other issues with this station. Concerning the Cimarron location the Board has been given a waiver by the City of San Antonio concerning the Extraterritorial Jurisdiction (ETJ) line.

**Motion:** To acknowledge exclusive application of Wilson County land use and building procedures as being applicable to property purchased by the District located at 191 Cimarron Drive partially located with the COSA ETJ, all as more particularly summarized in correspondence dated Monday, Aug 14 2017 and response of Aug 15, 2017.

<b>Motion By:</b>	CK	CH	CB	CP	CW	<b>VOTE</b>	YES	NO
<b>2nd By:</b>	CK	CH	CB	CP	CW		5	0

**#13**      **Review, and discuss the Command report**

**Discussion:** The Fire Chief and EMS Director each covered points they provided within the Command Report to the Board Members. There were no other questions from the Board.

**Informational:**

<b>Motion By:</b>	CK	CH	CB	CP	CW	<b>VOTE</b>	YES	NO
<b>2nd By:</b>	CK	CH	CB	CP	CW			

**#14**      **Review, discuss, and possible approval of the purchase and sale of 911 street address signs.**

**Discussion:** The EMS Director stated if the station could purchase the 911 street signs they could sell them and install them to the general public in our district. There are several packages and she recommned we start with the entry level package at \$212.

**Informational: Approve the purchase of 911 street signs at a cost of \$212.**

<b>Motion By:</b>	CK	CH	CB	CP	CW	<b>VOTE</b>	YES	NO
<b>2nd By:</b>	CK	CH	CB	CP	CW		5	0

**#15**      **Informational: The next scheduled meeting is Monday, 18 September 2017, at the ESD #2 Station, 11382 FM775 starting at 6:15PM with a public hearing on the proposed FY18 Budget and the proposed setting of the 2017 Ad-Velorum Property Taxes with the regular meeting to immediately follow..**

**Discussion: None**

**Informational:**

<b>Motion By:</b>	CK	CH	CB	CP	CW	<b>VOTE</b>	YES	NO
<b>2nd By:</b>	CK	CH	CB	CP	CW			

**#16**      **Motion to adjourn**

**Discussion:** Comm Phillips stated there was no additional business, the meeting was adjourned @ 1925hrs.

**Motion:**

<b>Motion By:</b>	CK	CH	CB	CP	CW	<b>VOTE</b>	YES	NO
<b>2nd By:</b>	CK	CH	CB	CP	CW			

See Attached Public Attendee List



Mr. William Kenney <b>(CK)</b>
Dr. Royal Munro <b>(CM)</b>
Mr. Paul Witek <b>(CW)</b>
Mr. Larry Phillips <b>(CP)</b>
Mr. Roger Beltran <b>(CRB)</b>

Mr. William Kenney (CK)Dr. Royal Munro (CM)Mr. Roger Brickley (CB)Mr. Larry Phillips (CP)Mr. Tommy Mo

wles (CTM)