

**Bexar County
Emergency Services District No. 12
Meeting Minutes
December 17, 2022
6:00 P.M.**

The Board may go into Closed Session on any agenda item, if permitted under Chapter 551 of the Texas Government Code. In such event, the Board President will announce the applicable Government Code Section prior to the Board going Into Closed Session.

The Bexar County Emergency Services District No. 12 conducted a meeting at the Bexar County ESD 12 Fire Department Station 191 located at 14229 FM 1346, St. Hedwig, Texas 78152 on November 09, 2022 and the following was discussed;

1. **Call the Bexar County Emergency Services District No. 12 Meeting to Order.**

Commissioner Nickles called the meeting to order at 6:02 P.M..

2. **Establish Quorum.**

A quorum was present with Commissioner Nickles, Commissioner Neill, Commissioner Strzelczyk and Commissioner Latka in attendance, Commissioner Pena was not in attendance.

3. **Citizen's Public Forum. (3 minutes time limit per individual).**

There were no citizens signed up to speak.

4. **Approval of Meeting Minutes from the September 14, 2022, meeting and October 20, 2022.**

Commissioner Strzelczyk moved to approve the September 14, 2022 meeting minutes and the October 20, 2022 meeting minutes as written, Seconded by Commissioner Neill; Approved unanimously.

5. **Report on items of interest to the Board by the Fire Chief. (There may be discussion on the following items.)**

- a. **Run reports on calls for District and other items of interest.**

The Board reviewed the run report but no one had any questions.

- b. **Updates on Vehicles and Apparatus.**

Assistant Chief Padalecki reported that the Engine is going in the shop with electrical issues, All other apparatus are up and running.

6. **Discussion with Bexar County Fire Marshall's Office or the Emergency Management Coordinator on the growth in the area and other items of interest to the district within the boundaries of the ESD No. 12 and the surrounding area and any upcoming training opportunities.**

No one for the Bexar County Fire Marshall's Office or the Office of Emergency Management was available.

7. **Discussion and possible action regarding design and construction related to matters to the new station building located at 11800 U.S. Highway 87.**

Commissioner Nickles whom was charring the meeting announced the Board was entering into closed meeting under Statute 551.071 at 6:10 PM, Commissioner Nickles announced the Board was resuming the open meeting at 6:40 PM.

8. To review and take an action regarding construction, repairs, or renovations to District real property, including, but not limited to, construction payments and fees, review and approve change orders, permitting, engaging in professional services for District construction projects and selection of General Contractor for District construction projects.

Two representatives were present at the meeting to give the Board an update on the progress of the building, They informed the Board that they received their final inspection from the Fire Marshall so they are able to close everything up.

Commissioner Neill moved to pay the invoices to Martinez Architects for \$13,096.59, Seconded by Commissioner Latka; Approved unanimously.

Commissioner Neill moved to pay the invoice to Raba-Kistner for testing for \$6,163.85, Seconded by Commissioner Latka; Approved unanimously.

Commissioner Strzelczyk moved to pay TIPS Pay Application Number 7 for \$48,211.16 as soon as Martinez Architects approves it, Seconded by Commissioner Latka; Approved unanimously.

Commissioner Strzelczyk moved to pay, Pay Application Number 17 for \$110,955.59 as soon as Martinez Architects approves it, Seconded by Commissioner Latka; Approved unanimously.

Commissioner Neill moved to pay Change Order Number 5 for \$12,044.00 as soon as Martinez Architects approves it, Seconded by Commissioner Latka; Approved unanimously.

Commissioner Strzelczyk moved to purchase a 1000 gallon propane tank with the tank to filled to 80% and all necessary hardware from SouthTex Propane for \$7,358.55, Seconded by Commissioner Neill; Approved unanimously.

Commissioner Strzelczyk moved to pay invoices to Metro Fire for equipment and supplies for the SCBA filling area for Station 192 for \$51,073.36, Seconded by Commissioner Latka; Approved unanimously.

- 9. Discussion and possible action on Resolution for financing of Station 193 construction and resolution for financing trucks and equipment on order.**

Commissioner Nickles whom was charring the meeting announced the Board was entering into closed meeting under Statute 551.071 at 6:42 PM, Commissioner Nickles announced the Board was resuming the open meeting at 6:47 PM.

- 10. Discussion, update, and possible action on design, cost, permits and any actions regarding the FM 1518 property station and administration offices.**

Commissioner Strzelczyk moved to table the item, seconded by Commissioner Neill; Approved unanimously.

- 11. Discussion, update, and possible action on a tract of land to be purchase, for a future Fire Station location for the district.**

Chief Padalecki reported that he has been talking to someone about a 2 Acre tract of land that would be in a good location from a Station and was going to continue in discussions with the individual and keep the Board up dated.

Commissioner Nickles reported that he did not have any updates on a tracks of land.

- 12. Discussion and possible action adopting policies for open records request to be posted on the ESD website.**

Commissioner Strzelczyk moved to adopt the policy for open records request to be posted on the ESD website, Seconded by Commissioner Latka; Approved unanimously.

- 13. Discussion and possible action on agreement with Armstrong and Vaughan to have them perform the audit for the District.**

Commissioner Strzelczyk moved to sign the agreement with Armstrong and Vaughan to perform the audit for the District, Seconded by Commissioner Neill; Approved unanimously.

- 14. Discussion and possible action on ESD holiday dinner and awards banquet.**

Commissioner Strzelczyk moved to hold the districts holiday dinner and awards banquet on December 17, 2022, Seconded by Commissioner Neill; Approved unanimously.

- 15. Financial Report.**

- a. **Discussion and review of the Financial Report and tax revenue collected to date.**

Commissioner Nickles reported that to date the District has received \$399,284.42 to date from all sources for this budget year.

- b. **Discussion and action on approving payment of all District bills for the month including payroll.**

Commissioner Neill moved to pay all District bills including payroll, Seconded by Commissioner Latka; Approved unanimously.

- c. **Discussion and action to transfer funds between Bank Accounts as needed.**

Commissioner Latka moved to transfer \$40,000.00 from Schertz Bank and Trust Checking to Frost Bank Savings, Seconded by Commissioner Strzelczyk; Approved unanimously.

CLOSED MEETING ITEMS AND ACTION:

7. **Discussion and possible action regarding design and construction related to matters to the new station building located at 11800 U.S. Highway 87.**

Commissioner Latka moved to have the District's Attorney move forward as discussed in closed session, Seconded by Commissioner Neill; Approved unanimously.

9. **Discussion and possible action on Resolution for financing of Station 193 construction and resolution for financing trucks and equipment on order.**

Commissioner Neill moved to have the District's Attorney move forward as discussed in closed session, Seconded by Commissioner Strzelczyk; Approved unanimously.

16. Adjourn

With no further business Commissioner Strzelczyk moved to adjourn, Seconded by Commissioner Latka; Approved unanimously.

17. Adjourned: 7:43 P.M.

Attest:



Mr. Leon Nickles Jr.
President
Bexar County ESD No. 12



Dr. Charles Neill
Secretary