

**Effective March 16, 2020 Governor Gregg Abbott authorized the temporary suspension of the statutory provisions of the Texas Open Meeting Law. This Meeting of the Bexar County Emergency Service District No. 12 Board of Commissioners is being held pursuant to this authorization and will limit face-to-face meetings to slow the spread of Corona Virus (COVID19). See attached Open Meeting Laws Subject to Temporary Suspension.**

**Bexar County  
Emergency Services District No. 12  
Meeting Minutes  
May 12, 2021  
6:00 P.M.**

**Note: This board meeting will be held via GoToMeeting. Members of the public may access this meeting by the free of charge video conference link as follows:**

**BXESD 12 Monthly Meeting was held on  
Wed, Apr 14, 2021 6:00 PM - 6:45 PM (CDT)**

**Please join my meeting from your computer, tablet or smartphone.**

**<https://global.gotomeeting.com/join/880932117>**

**You can also dial in using your phone.**

**United States: [+1 \(872\) 240-3311](tel:+18722403311)**

**Access Code: 880-932-117**

**New to GoToMeeting? Get the app now and be ready when your first meeting starts:**

**<https://global.gotomeeting.com/install/880932117>**

**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.**

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

**Commissioner Nickles Called the meeting to order at 6:02PM**

2. **Establish Quorum.**

**A quorum was present with Commissioner Nickles, Commissioner Strzelczyk, Commissioner Neill, Commissioner Pena and Commissioner Latka in attendance.**

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

**There were no Citizen's signed up to speak or on GoToMeeting.**

4. **Approval of Meeting Minutes from the March 10, 2021 Meeting and March 17, 2021 Special Meeting.**

**Commissioner Strzelczyk moved to approve the March 10, 2021 and the March 17, 2021 Minutes as written, Seconded by Commissioner Latka; 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.**

**Chief Padalecki handed out the Run Report for February 2021 and March 2021 but none of the Board members had any questions.**

- b. **Updates on any grants for the service provider Saint Hedwig VFD.**

**Chief Padalecki reported that he did not have any updates on Grants.**

- 6. Discussion and Possible Action on any Grant matching funds request by Saint Hedwig VFD.**

**Chief Padalecki reported that he did not have any Grant Matching Fund request.**

**No action was taken.**

- 7. 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 from the Fire Marshalls Office or the Office of Emergency Management were available.**

- 8. Discussion and possible action on having districts attorney send a letter to the City of Saint Hedwig, stating Bexar County ESD No. 12 (Saint Hedwig VFD) is not responsible for issuing burn permits or burn ban restrictions inside City of Saint Hedwig.**

**Commissioner Strzelczyk moved to have the Districts Attorney send a letter to the City of St. Hedwig stating that Bexar County ESD No. 12 is not responsible for issuing Burn Permits with in the City Limits of the City of St. Hedwig, Seconded by Commissioner Latka; Approved unanimously.**

- 9. Discussion and possible action on Bexar County ESD No. 12 insurance.**

**Chief Padalecki asked to Board to wait until the next meeting so he has time to review our insurance before he makes any recommendations.**

**Commissioner Strzelczyk moved to table this item at this time, Seconded by Commissioner Neill; Approved unanimously.**

- 10. 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.**

**The Architect presented the Board with an option to be able to add a living area to the building and stay within the limits of the bid.**

**Commissioner Strzelczyk moved to use Marksmen General Contractors as the Contractor and to use Option #2 with the modifications presented by the Architect, Seconded by Commissioner Pena; Approved unanimously.**

- 11. Discussion and update and possible action on the effects of the Coronavirus has had on the Districts Operations.**

**Assistant Chief Padalecki reported that there has not been any additional incidents with any of the personal and all is running well.**

**No action was taken.**

- 12. Discussion, update, and possible action on Tender 191 repairs.**

**Assistant Chief Padalecki reported that Our Insurance Company and Siddons-Martin are still working on getting together on prices for the repair.**

**No action was taken**

- 13. Discussion and possible action to make parking lot repairs at station 191.**

**Commissioner Pena moved to place concrete in front of all four doors using Big “B” concrete for a total cost of \$55,000.00. Seconded by Commissioner Neill; Approved unanimously.**

- 14. Discussion and possible action on moving forward with operations and policies with KPGQB accounting contracted services. Due to Saint Hedwig VFD no longer providing contracted emergency services.**

**A discussion was held with Mr. Gillaspie of KPGQB Services about the Budget and how items can be better tracked in QuickBooks.**

**No Action was taken.**

- 15. Discussion and possible action to amend the 2020-2021 Budget as needed.**

**Commissioner Strzelczyk moved to amend the Building R&M Item for Station 142 from \$5040.00 to \$60,040.00 by reducing the 6% reserve amount, Seconded by Commissioner Latka; Approved unanimously.**

- 16. Discussion and possible action on equipment and personnel on deployments.**

**A discussion was held about the amount of money still owed the District by the State and when does the Fire Department think the money might be received.**

**No action was taken.**

- 17. Discussion and possible action to create an Assets Capitalization Policy.**

**Commissioner Pena moved to create a Assets Capitalization Policy and to use 10 Years for the new truck and 99 Years on the raw land on FM 1518, Seconded by Commissioner Latka; Approved unanimously.**

**18. Financial Report.**

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

**Commissioner Nickles reported that to date from all sources the District has received \$1,318,502.00.**

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

**Commissioner Neill moved to approve payment of all bills including payroll, Seconded by Commissioner Strzelczyk; Approved unanimously.**

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

**Commissioner Strzelczyk moved to table this item at this time, Seconded by Commissioner Neill; Approved unanimously.**

19. Adjourn.

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

Adjourned: 7:53PM

Attest:



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



Dr. Charles Neill  
Secretary  
Bexar County ESD No. 12