

**Bexar County
Emergency Services District No. 12
Meeting Minutes
February 08, 2023
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 January 11, 2023 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 6:00 P.M.

2. **Establish Quorum.**

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

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

There were no citizen's signed up to speak.

4. **Approval of Meeting Minutes from December 17, 2022.**

Commissioner Latka moved to approve the 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.

Commissioners reviewed the run report for the month but no one had any questions.

Assistant Chief Padalecki reported that from January 01, 2022 to December 31, 2022 the District had 1,670 calls.

b. Updates on Vehicles and Apparatus.

Assistant Chief Padalecki reported that the Engine is still in the shop for repairs and the new Truck still has a few warranty items left that need to be corrected.

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 in attendance.

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

Assistant Chief Padalecki reported that in December a walkthrough was performed by Chief Padalecki, Assistant Chief Padalecki, Commissioner Strzelczyk and Commissioner Latka along with representatives from Marksmen General Contractor, LLC to find all deficiencies that need to be corrected.

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.

The Contractors representative gave the Board an update on repairs and when he expects to be completed with repairs.

Commissioner Latka moved to approve the payment to Marksmen for TIPS Pay Application Number 8 and Pay Application Number 18 for a combined total of \$43,511.18, Seconded by Commissioner Neill; Approved unanimously.

Commissioner Strzelczyk moved to pay IT Services Inc. invoice for \$3,363.48, Seconded by Commissioner Pena; Approved unanimously.

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

Assistant Chief Padalecki reported that the Attorney is still working with the City of San Antonio to get approval on increasing debt limit.

Commissioner Latka moved to approve resolution number 0111230901 for the financing of the Station and Training Center with the loan to close on March 31, 2023 by then all COSA issues should be resolved, Seconded by Commissioner Strzelczyk; Approved unanimously.

Commissioner Neill moved to approve resolution number 0111230902 for the financing of Apparatus and Equipment for the new station with the loan to close by February 16, 2023, Seconded by Commissioner Latka; Approved unanimously.

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

Commissioner Neill moved to have AGCM move forward with the RFQ for the new station, Seconded by Commissioner Pena; 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 is still looking and working with one individual on a tract of land but he did not have anything definite.

No action taken on this item at this time.

- 12. Discussion, update, and possible action Association of Emergency Services Districts of Bexar County.**

Assistant Chief Padalecki reported that to date ESD 2,3,4,5,7,10,12 have joined the association.

No action taken on this item.

- 13. Discussion and possible action on amending 2021 / 2022 budget.**

Commissioner Latka moved to approve the 2021 / 2022 FY amended budget for \$2,971,583.93, Seconded by Commissioner Neill; Approved unanimously.

- 14. Discussion and possible action on Public Information Request the district has received.**

Commissioner Nickles whom was charring the meeting announced the Board was entering into closed meeting under Statute 551.071 at 6:57 P.M., Commissioner Nickles announced the Board was resuming the open meeting at 7:14 P.M.

- 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 collected \$1,458,012.58 from all sources,

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

Commissioner Neill moved to pay all District Bill's including payroll, Seconded by Commissioner Pena; Approved unanimously.

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

Commissioner Latka moved to transfer \$14,293.80 from the Station Loan to the Districts Operating Account, Seconded by Commissioner Pena; Approved unanimously.

Commissioner Latka moved to transfer \$41,000.00 from Schertz Bank and Trust Checking to Frost Bank Reserve Account, Seconded by Commissioner Neill; Approved unanimously.

CLOSED MEETING ITEM, AND ACTION

14. Discussion and possible action on Public Information Request the district has received.

No action was taken on this item.

16. Adjourn

With no further business Commissioner Pena moved to adjourn, Seconded by Commissioner Neill; Approved unanimously.

17. Adjourned: 7:21 P.M.

Attest:



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



Dr. Charles Neill
Secretary
Bexar County ESD No. 12