

**Bexar County  
Emergency Services District No. 12  
Meeting Minutes  
August 10, 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 July 13, 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 6:01 P.M..

2. Establish Quorum.

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

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 June 8, 2022, meeting.

**Commissioner Neill moved to approve the minutes as written, Seconded by Commissioner Pena; 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 to calls for the month but no one had any questions.**

- b. Updates on Vehicles and Apparatus.**

**Assistant Chief Padalecki reported to the Board that all apparatus are up and running except the ladder truck which is in the shop for minor repairs. Assistant Chief Padalecki reported that they are looking for replacement tires for the 5Ton as one tire was blown out on the way to a call and the rest of the tires on the truck are in need of replacement.**

- c. Updates on any grants for the service provider Saint Hedwig VFD and Bexar County ESD 12 Fire / Rescue.**

**Assistant Chief Padalecki reported that the check from the Forestry Service should be on the way for the water rescue equipment.**

- 6. Discussion and Possible Action on any Grant matching funds request by Saint Hedwig VFD and Bexar County ESD 12 Fire / Rescue.**

**Chief Padalecki reported that he did not have any grant matching fund request at this time.**

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 either the Fire Marshall's office or Office of Emergency Management were available.

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

All items were covered in the discussion in item 9 thus no action was taken.

9. 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 contractor's rep was at the meeting to give the Board an update on construction and to discuss several items with the Board.

Commissioner Pena moved to approve Pay Application Number 12 for \$410,161.85, Seconded by Commissioner Latka; Approved unanimously.

Commissioner Neill moved to approve Pay Application Number 13 for \$29,470.14, Seconded by Commissioner Latka; Approved unanimously.

Commissioner Neill moved to approve and pay TIPS FPR Number 006 for \$7,483.00, Seconded by Commissioner Pena; Approved unanimously.

**Commissioner Latka moved to approve and pay TIPS FPR Number 008 for \$7,750.00, Seconded by Commissioner Neill; Approved unanimously.**

**Commissioner Neill moved to approve and pay TIPS FPR Number 009 for \$23,733.00, Seconded by Commissioner Pena; Approved unanimously.**

**10. Discussion and plans for FY 2022 – 2023 Budget.**

**The Board and Chief Padalecki and Assistant Chief Padalecki discussed the items on the sample budget that has been generated.**

**11. Discussion and action on RFQ's submitted for the hiring of qualified respondents for architectural or engineering services to the District related to construction of a new fire station.**

**Commissioner Pena moved to have a Special Meeting on either July 27, 2022 or July 28, 2022 to review and interview the architects or engineer s whom submitted RFQ for the New Fire Station on FM 1518 and to have the Districts Attorney present, Seconded by Commissioner Latka; Approved unanimously.**

**12. 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 table the item, Seconded by Commissioner Latka; Approved unanimously.**

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

**Commissioner Nickles gave the Board an update on what he has found to date through his research for Land.**

**14. Financial Report.**

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

**Commissioner Nickles reported that to date the Board has received \$2,493,005.67 in revenue 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 bills including payroll, Seconded by Commissioner Pena; Approved unanimously.**

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

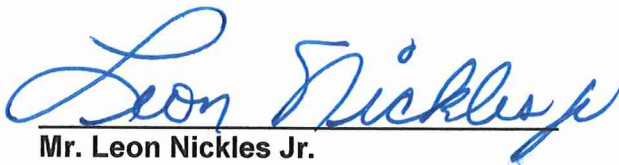
**Commissioner Latka moved to transfer \$84,000.00 from Schertz Bank and Trust to the Frost Bank Reserve Account, Seconded by Commissioner Neill; Approved unanimously.**

**15. Adjourn:**

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

16. Adjourned: 7:50 P.M.

Attest:



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



Dr. Charles Neill  
Secretary  
Bexar County ESD No. 12