

Comal County Emergency Services District No. 5

Regular Meeting Minutes

October 24, 2018

- 1) Call meeting to order;
 - a. President Turk Called the meeting to order at 1824
- 2) Attendance: Present Tom Turk, Bob Guilbault and Dave Geisbush. Absent Robert Evans and Don Hatcher

WORKSHOP AGENDA

- 1) Citizens Comments (limited to 3 minutes per citizen). There were no public comments

DISCUSSION / ACTION ITEMS

1. **ACTION AGENDA ITEM:** Discuss, consider and approve the Consent Agenda:
 - a. Discuss and approve monthly bills and invoices (~~Hatcher~~); (Derrich)
 - i Carlton Law Firm - \$2,535
 - ii Southside Bank - \$81,276.85
 - 1 Commissioner Guilbault made a motion that the bills be paid. Commissioner Geisbush seconded the motion. The motion was accepted unanimously.
 - b. Discuss and approve the minutes from the August 20, 2018 Board Meeting (~~Evans~~)
 - i Commissioner Geisbush moved that the minutes be accepted. The motion was seconded by Commissioner Guilbault. The motion was accepted unanimously
 - c. Discuss and approve the minutes from the September 6, 2018 Board Meeting (~~Evans~~)
 - i Commissioner Geisbush moved that the minutes be accepted. The motion was seconded by Commissioner Guilbault. The motion was accepted unanimously
 - d. Discuss and approve the minutes from the September 26, 2018 Board Meeting (~~Evans~~)
 - i Commissioner Geisbush moved that the minutes be accepted. The motion was seconded by Commissioner Guilbault. The motion was accepted unanimously

2. **ACTION AGENDA ITEM:** Discuss, consider and approve monthly Treasurer's report and accompanying financial reports. (Hatcher/Geisbush/Derrich)
 - a. Reports accompany
 - b. Commissioners Hatcher and Geisbush are to visit with Ms. Derrich to discuss terms of the Southside Bank loan.
3. **INFORMATION ITEM:** Receive a monthly operational report and incident summary from BSBES. (Southwell)
 - a. Documents accompany
 - b. Chief Southwell to provide a list of what equipment and tools we need and the timing of their acquisition. This list to be provided at the next meeting for our information during the Strategic Planning Session.
4. **INFORMATION ITEM:** Share and discuss reports on the activities of CCESD#1, CCESD#4, BSBES and related committees. (All)
 - a. This was done during the joint meeting, same date, separate minutes.
5. **DISCUSSION ITEM:** Discuss Board Member responsibilities and assignments. (Turk)
 - a. Tabled
6. **DISCUSSION ITEM:** Discuss Board meeting calendar through 2019. (Evans)
 - a. Tabled
7. **DISCUSSION ITEM:** Discuss Board Member reimbursable expense policy. (Geisbush)
 - a. Tabled
8. **EXECUTIVE SESSION:**
 - a. The commission entered Executive Session at 1837
 - i. Discuss real estate matters
 - ii. Discuss legal communications, if any (Turk)
 - iii. Discuss Personnel Matters, if any (Turk)
 - b. The commission exited Executive Session at 1846
9. **ACTION AGENDA ITEM:** Discuss and approve any decisions to be made from executive session discussions.
 - a. There were no decisions made during Executive Session
10. Discuss agenda, time and dates for next meeting(s) and adjourn;

- a. The next meeting of CCESD#5 will be at Johnson Ranch Station on 28 November 2018 at 1730.
- b. There being no other business at this time the meeting was adjourned at 1857.

These minutes were prepared by CCESD#5 Secretary, Robert Evans, from notes provided by Commissioner Geisbush

Robert Evans

CCESD#5 Secretary