

# Comal County Emergency Services District No. 5

## Regular Meeting notes

December 19, 2018

- 1) Call meeting to order; President Turk called the meeting to order at 1603  
Attending: Tom Turk, Dave Geisbush, Bob Guilbault, Robert Evans, Don Hatcher  
Guest: Chief Mark Southwell

### 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);
    - i There were no bills that need approval at this time.
  - b. Discuss and approve the minutes from the November 28, 2018 Board Meeting (Evans)
    - i The minutes were approved as written.
2. **ACTION AGENDA ITEM:** Discuss, consider and approve monthly Treasurer's report and accompanying financial reports. (Hatcher/Geisbush/Derrich)
  - a. This item was tabled. Ms. Derrich was not available.
3. **INFORMATION ITEM:** Receive a monthly operational report and incident summary from BSBES. (Southwell)
  - a. Chief Southwell reviewed the operational report (copy accompanies)
4. **INFORMATION ITEM:** Share and discuss reports on the activities and strategic planning of CCESD#1, CCESD#4, BSBES and related committees. (All)
  - a. Commissioner Guilbault gave a brief review of the strategic planning meeting
5. **ACTION ITEM:** Adopt Board Member responsibilities and assignments. (Turk)
  - a. Commissioner Guilbault made a motion to accept the document. Commissioner Geisbush seconded the motion. The motion was accepted unanimously. (copy accompanies)

6. **DISCUSSION ITEM:** Discuss Board meeting calendar through 2019. (Evans)
  - a. There was a consensus agreement to move the meetings to 4 PM on the 4<sup>th</sup> Thursday (copy of 2019 Schedule of Meetings accompanies}
7. **ACTION ITEM:** Discuss and approve proposal from M&S Engineering to provide professional services related to land acquisition.
  - a. This item was moved to the executive session.
8. **EXECUTIVE SESSION:**
  - a. The commission went into executive session at 1617.
  - b. The commission exited executive session at 1624.
9. **ACTION AGENDA ITEM:** Consider, discuss and approve any decisions to be made from executive session discussions. none
10. **ACTION AGNEDA ITEM:** Consider, discuss and approve the 2018 Annual Report (Evans).
  - a. Commissioner Evans reported that the annual report has been filed with the State of Texas
11. **INFORMATION ITEM:** Discuss agenda, time and dates for next meeting(s) and adjourn;
  - a. The next regular meeting will be 23 January at 4PM in the Johnson Ranch station.

There being no further business to come before the commission the meeting was adjourned at 1642.

Recorded by

*Robert Evans*

CCESD #5 Secretary