



**Meeting Minutes**  
**January 8, 2018**  
**7:00 P.M.**

The Bexar County Emergency Services District No. 4 (ESD 4) conducted a meeting at 28036 Old Boerne Stage Road, Boerne, Texas, 78006 on Monday, January 8, 2018 at 7:00 P.M. The following was discussed;

1. Commissioner Surratt called the Bexar County ESD 4 Meeting to Order at 7:05 and establish a quorum. Commissioner Huber was 10 minutes late for the meeting and upon arrival he took over the meeting at such time. All other Commissioners were present. The Pledge of Allegiance was recited.
2. Citizen Public Forum. (3-minute time limit per individual). No citizens chose to speak.
3. Approval of the minutes from the December 4, 2017 Board Meeting. Commissioner Mohn made a motion to approve the minutes. Commissioner Taylor seconded the motion. Motion carried by a 5/0 vote in favor of.
4. Leon Springs Volunteer Fire Department (LSVFD) Reports due to ESD 4. Mr. Costantino summarized and reviewed the following with the Board.
  - a. Presentation of the Run Report by the Service Provider.
  - b. Presentation of the Financial Reports by the Service Provider. Mr. Costantino reviewed the LSVFD expenditures for December 2017.
  - c. Action by the ESD 4 Board on approving the reimbursement request and monthly payment to the LSVFD. Commissioner Taylor motioned to approve the reimbursement request and the monthly payment to the Service Provider. Commissioner Rasmussen seconded the motion. Motion carried by a 5/0 vote in favor of.
5. Discussion and appropriate action on the following:
  - a. Mr. Steven Cope, Acadian Operations Manager, South Central Texas discussed how Acadian is working well in the ESD 4 area. He believes that Acadian will have a long-standing presence in the area. Acadian is paid by the people that use their services. They do not receive funding from Bexar County at this time or the ESD 4.
  - b. The Commissioners discussed the proposed contract renewal with LSVFD. Commissioner Surratt motioned to renew the contract with LSVFD for a term of

two-years with three, one-year options. Commissioner Taylor seconded the motion. Motion carried by a 5/0 vote in favor of.

- c. Mr. Gabe Perez, Perez Project Consulting, reported on his investigation of temporary living quarters for fire fighters at Station 132. He reported that Station 132 is in a flood plain and multiple studies and permits would be required to modify the current structure. The cost of any modifications would be prohibitive. The Board discussion with Mr. Perez and LSVFD indicated that the best course of action would be to provide temporary sleeping quarters in one of the truck bays. Commissioner Surratt motioned to approve renovations of Station 132 in one of the current truck bays. Commissioner Taylor seconded the motion. Motion carried by a 5/0 vote in favor of.
  - d. The Commissioners discussed the need for continuing education. Mr. Laljer, ESD 4 Administrator, is in contact with the Bexar County Fire Marshall's Office on the need for continuing education and the possibility of holding classes in Bexar County. Mr. Laljer will continue to work with Bexar County to identify training options.
6. Financial discussions and appropriate action;
- a. Commissioner Surratt presented and reviewed the Quarterly Investment Report.
  - b. The Board discussed the retention of Mr. John Schafer, C.P.A. Commissioner Mohn motioned to retain Mr. Schafer for the review and reconciliation of the monthly ESD 4 bank statements. Commissioner Taylor seconded the motion. Motion carried by a 5/0 vote in favor of.
  - c. District financials
    - i. Commissioner Surratt presented the financial reports of the District.
    - ii. The outstanding bills owed by ESD 4 were reviewed.
    - iii. Action by the Board on approving payments by ESD 4. Commissioner Rasmussen made a motion to approve payments for the District. Commissioner Mohn seconded the motion. Motion carried by a 5/0 vote in favor of.
7. Determine date, time and possible agenda items for the next meeting. The next scheduled Board meeting is February 5, 2018.
8. The ESD 4 Board entered a Closed Session at 7:45 P.M. Mr. Gabe Perez is working on finding a property to purchase close to LSVFD Station 132 to rebuild the subject station. The Board re-entered Open Session at 8:10 P.M.
9. Adjourn. With no further business before the Board, Commissioner Mohn made a motion to adjourn. Commissioner Surratt seconded the motion. Motion carried by a 5/0 vote in favor of. Meeting was adjourned at 8:15 P.M.