

**Bexar County
Emergency Services District No. 10
Meeting Minutes
November 9, 2018
7:00 P.M.**

Bexar County Emergency Services District No. 10 conducted a meeting at the Bexar County ESD Station # 1 Fire Station located at 6658 E. Houston on November 9, 2018 beginning at 7:00 P.M. The following was discussed;

1. **Call the Bexar County Emergency Services District No. 10 Meeting to Order and establish a Quorum.** President Kelley called the meeting to order at 7:05 P.M. and established a quorum with Commissioner Lazar and Commissioner Yates present.
2. **Citizens to be heard. (3 minute time limit per person)** No citizens to be heard.
3. **Approval of the meeting minutes from the October 8th, 2018 meeting minutes.** Commissioner Yates made a motion to accept the minutes, second by Commissioner Lazar. Motion carried 3/0.
4. **Discussion and appropriate action to sign the 2018 engagement letter with Armstrong, Vaughan & Associates to complete the FY 2017-2018 audit for the District.** Commissioner Lazar made a motion to sign the engagement letter, second by Commissioner Yates. Motion carried 3/0.
5. **Discussion and appropriate action on hiring 5 additional part-time firefighters.** Chief Hogan requested to high 5 additional part-time firefighters due to continued overtime with the full-time. Commissioner Yates made a motion to approve the hiring, second by Commissioner Lazar. Motion carried 3/0.
6. **Discussion and appropriate action on purchasing rechargeable batteries for the high pressure SCBA packs, estimated cost of \$1500.00.** Chief Hogan presented to the yearly cost of replaceable batteries in the air packs and proposed switching to rechargeable, the switch would pay off in 2.1 years. Commissioner Lazar made a motion to approve the switch, second by Commissioner Yates. Motion carried 3/0.
7. **Discussion and appropriate action to replace the office lights at station 1 and 3, total cost estimate \$1600.00.** Chief Hogan requested to replace the office lighting due to many fixtures not working, Commissioner Yates made a motion to approve the replacement, second by Commissioner Lazar. Motion carried 3/0.
8. **Discussion and appropriate action to approve the purchase of gifts, facility and food for the annual holiday/recognition party up to \$5500.** Commissioner Lazar made a motion to approve the expenses up to \$5500 and set the date as 12/9/2018 at 5:00 P.M., second by Commissioner Yates. Motion carried 3/0.
9. **Discussion, updates and/or action on the following items;**
 - a. **Command Staff Report – Given by Fire Chief Robert Hogan**
 - **Run report.** No questions were asked.
 - **Update on the Government Capitol Loan.** Chief Hogan advised the loan was funded and finalized.
 - **Update on the land from the City of Elmendorf station.** Chief Hogan advised the lawyers were finalizing the wording and in progress.
 - **Update on the RFQ for the ESD representative for the new station.** Chief Hogan provided a rough timeline to the board, RFQ was submitted and in progress. An update would be provided at the next meeting.
 - **Update on additional property tax that was not being assessed and potential allocation of funds into the budget.** Chief Hogan advised he had found personal property that was not being taxed. The numbers would be provided at the next meeting as the tax office was still researching.

10. Financial Report.

- a. Review of Tax Revenues received to date.** No questions were asked.
- b. Review and appropriate action to pay the bills for the District.** Commissioner Lazar made a motion to pay the bills for the district, second by Commissioner Yates. Motion carried 3/0.
- c. Action to approve the payroll for the district.** Commissioner Yates made a motion to approve the payroll, second by Commissioner Lazar. Motion carried 3/0.

11. Determine date, time and possible agenda items for next meeting. The next tentatively scheduled meeting will be on December 7, 2018. The Commissioners set the next tentative date as December 13, 2018 at 7:00 P.M.

12. Adjourn Commissioner Lazar made a motion to adjourn, second by Commissioner Yates. Motion carried 3/0 and the meeting was adjourned at 8:00 P.M.

Attest: _____