



**Meeting Minutes
December 7, 2020
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 December 7, 2020 at 7:00 P.M. Members of the Board and the public were able to attend in person or via phone at 469-480-6297, conference code 863 785 322# due to the COVID-19 Social Distancing guidelines. The following was discussed:

1. Commissioner Huber called the Bexar County ESD 4 Meeting to Order at 7:00 P.M. and established a quorum. Commissioners Roberts, Rasmussen, and Surratt attended via phone.
2. Citizen Public Forum. No citizens chose to speak.
3. Approval of the minutes from the November 2, 2020 Board Meeting. Commissioner Haygood motioned to approve the minutes from the November 2, 2020 Board Meeting. Commissioner Rasmussen 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, LSVFD Treasurer, summarized and reviewed the following with the Board.
 - a. Mr. Costantino presented the November 2020 Run Report by the Service Provider.
 - b. Lieutenant Maldonado presented the District COVID-19 case count. Assistant Chief Ramon discussed the possible purchase of a storage container or storage building for Station 134 and working with the training department. Mr. Laljer discussed the need to have the Station 134 sprinkler system inspected and upgrades accomplished. Commissioner Surratt requested that another proposal be sought from a competing company to confirm the need for the upgrades. Commissioner Haygood motioned to obtain another bid and complete the sprinkler system inspection with the low bidder. Commissioner Surratt seconded the motion. Motion carried by a 5/0 vote in favor of.
 - c. Mr. Costantino reviewed the LSVFD expenditures for November 2020.
 - d. Action by the ESD 4 Board on approving the reimbursement request and monthly payment to the LSVFD. Commissioner Haygood motioned to approve the reimbursement of the Service Providers expenses. Commissioner Roberts seconded the motion. Motion carried by a 5/0 vote in favor of.
5. Discussion and appropriate action on the following:
 - a. Mr. Gabe Perez, Perez Project Consulting, presented the status of the Station 132 construction. Sabinal construction is continuing to have fill brought into the site and the retaining wall is under construction. Mr. Perez provided information on a local homeowner with noise concerns and Mr. Laljer will reach out to the owner on the issue. Mr. Perez reviewed project change orders including the wall footing.

- b. Mr. Perez reviewed with the Board that the reimbursement requests for the construction. Commissioner Haygood motioned to approve the full reimbursement requests for the professional services and Sabinal Group after Mr. Perez has fully vetted the request. Commissioner Surratt seconded the motion. Motion carried by a 5/0 vote in favor of.
 - c. Lt. Maldonado discuss the need on the possible retention of a Medical Director for LSVFD after the untimely passing of Dr. Manifold. A dedicated Medical Director will allow LSVFD to continue to focus on medical emergencies with the latest treatments. Commissioner Roberts motioned to initiate a search for a LSVFD Medical Director. Commissioner Surratt seconded the motion. Motion carried by a 5/0 vote in favor of.
 - d. The discussion on Station 134 security upgrades was tabled until the January 2021 Board Meeting.
 - e. Mr. Laljer discussed that the Fiscal Year 2021 equipment inventory had been completed by LSVFD and the report was available for review.
6. Financial discussions and appropriate action:
- a. Mr. Laljer reviewed the Calendar Year 2020 Tax Role. Commissioner Haygood motioned to certify the 2020 Tax Role for ESD 4. Commissioner Surratt seconded the motion. Motion carried by a 5/0 vote in favor of.
 - b. Mr. Laljer provided the December 2020 ESD 4 financial report.
 - c. The outstanding bills owed by ESD 4 were reviewed.
 - d. Action by the Board on approving payments by ESD 4. Commissioner Roberts motioned to approve the ESD 4 payment requests. Commissioner Haygood 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 regularly scheduled Board meeting will be Monday, January 4, 2021.
8. Adjourn. With no further business before the Board, Commissioner Roberts made a motion to adjourn. Commissioner Rasmussen seconded the motion. Motion carried by a 5/0 vote in favor of. Meeting was adjourned at 8:21 P.M.