

**MEDINA COUNTY EMERGENCY SERVICE DISTRICT 1  
PO BOX 1037  
CASTROVILLE, TEXAS 78009**

**PUBLIC MEETING MINUTES**

WEDNESDAY, DECEMBER 20, 2023, 6:30PM

Meeting Location: Courtroom of the Medina County Sub Courthouse at Precinct 2, 8366 FM 471 S, Castroville, TX

**I. OPEN MEETING:**

**1. CALL TO ORDER and ROLL CALL:**

President Marvin Dziuk called the meeting to order at 6:30pm, and established a quorum with Board Vice President Rodney Hitzfelder, Board Secretary Tom Page, Board Treasurer Terry Beck, and Board Assistant Treasurer Jenny Ferren present. Fire Chief Clinton Cooke, and District Administrator Polly Edlund were also in attendance.

**1 – A. PLEDGE OF ALLEGIANCE TO UNITED STATES AND TEXAS FLAGS:**

President Dziuk requested all in attendance to rise, face the United States and Texas flags and pledge their allegiance to each. President Dziuk thanked all for their loyal and patriotic participation.

**1 – B. INVOCATION:**

Chief Cooke led the assembly in prayer at the request of President Dziuk, giving thanks to God and asking for His guidance and protection.

**II. EXECUTIVE SESSION – CLOSED MEETING:**

The MCESD#1 Board of Commissioners will meet in closed executive session as authorized by Tex. Gov't. Code Chapter 551 under one or more of the following sections Texas Government Code: *Section 551.071 (Consultation with Attorney ; 551.074 Personnel Matters; and 551.072 (Deliberation about Real Property) .*

- A. Discussion with District's attorney on legal matters related to District operations and officials, and any action required to authorize attorney to proceed as deliberated.
- B. Discussion and action on the district's possible acquisition of real property for a station.

Commissioner Page moved to meet in closed executive session as authorized by Texas Government Code Chapter 551 under §§Section 551.071 (*Consultation with Attorney; 551.074 Personnel Matters; and 551.072 (Deliberation about Real Property)*) to discuss items A and B listed above. Commissioner Hitzfelder seconded his motion, and the motion was approved with a 4-0 vote. The MCESD1 Board of Commissioners went into executive session at 6:36 pm. Chief Cooke was asked to join the executive session at approximately 7:40pm.

Commissioner Hitzfelder moved to adjourn the executive session. Commissioner Beck seconded his motion, the motion was unanimously approved, and President Dziuk adjourned the executive session at 7:51 pm.

***BREAK – District took a short break to allow movement from the conference room to the open session.***

**III. RECONVENE IN OPEN SESSION:**

**1. OPEN MEETING: CALL TO ORDER and ROLL CALL:**

President Marvin Dziuk reconvened the meeting back to order at 7:54 pm and established a quorum with Board Vice President Rodney Hitzfelder, Board Secretary Tom Page, Board Treasurer Terry Beck, and Board Assistant Treasurer Jenny Ferren present. Fire Chief Clinton Cooke and District Administrator Polly Edlund were also in attendance.

**2. DISCUSSION and POSSIBLE ACTIONS FOLLOWING EXECUTIVE SESSION, ON ABOVE ITEMS A and/or B:**

**EXECUTIVE SESSION - ITEM A** – No Action was taken.

**EXECUTIVE SESSION - ITEM B** - Commissioner Page moved to authorize attorney Ken Campbell and Fire Chief Cooke to proceed as discussed in executive session. Commissioner Beck seconded his motion, and the motion was approved with a 4-0 vote.

**3. OLD BUSINESS – DISCUSSION and ACTIONS ON THE FOLLOWING:**

**3 – A. CONSTRUCTION PROJECT UPDATE - LACOSTE STATION 11 PROJECT NORTH OF RAILROAD:**

Commissioner Hitzfelder and Fire Chief Cooke updated the Board on the Station #11 project and research found following the last ESD meeting related to the water and development agreement with the city of LaCoste. Commissioner Hitzfelder informed the Board that a 2014 ordinance had been adopted by the city of LaCoste which required a development agreement if development occurred within the City's CCN. The city had no schedule of impact fees. But the adopted resolution required the purchase of water as part of the development agreement, and it was based on units or meter size. For the MCESD#1, the current station specifications included a 2" meter; however, a discussion could be held regarding a 1 ½" meter size to reduce costs. The City of LaCoste's schedule of fees was as follows:

- 1" meter required .65-acre ft. per unit or meter size.
- 2" meter required 5.2-acre ft. for a 2" meter.

Commissioner Page noted the architect was going back to engineering to see if a reduction in meter size was feasible for this size and type of fire station. Chief Cooke was asked to forward the fee schedule to the entire Board. Commissioner Beck asked about the CCN rules and legal document he requested to be sent to the attorney at the December 13th ESD meeting. Fire Chief Cooke had forwarded the documents to attorney Ken Campbell for review.

**4. NEW BUSINESS – INTRODUCTION OF ANY NEW BUSINESS:**

**4 – 1. DISCUSSION ON ESD1 NEW APPOINTMENT PROCESS:**

The board discussed the County's new application process and how to comply with all the requirements. Administrative staff would work with the commissioners to make sure copies of their past training certifications were included with each commissioner's application.

**5. ADJOURN:**

Commissioner Beck moved to adjourn the meeting. Commissioner Ferren seconded his motion, and the motion passed with a 4-0 vote. President Dziuk adjourned the meeting at 8:15 pm.

RESPECTFULLY SUBMITTED,

  
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POLLY EDLUND, DISTRICT ADMINISTRATOR

MCESD1 PRESIDENT

  
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MARVIN DZIUK