

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

PUBLIC MEETING MINUTES

WEDNESDAY, April 10th, 2024 7:00PM

Meeting Location: Medina County Precinct 2 Bldg., Courtroom, 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 7:00pm, and established a quorum with commissioners Tom Page, Jenny Ferren, and Rodney Hitzfelder present. Commissioner Bertie was not in attendance. Also present were: Assistant Fire Chief Sarah Windsor, Deputy Chief of Operations Jamie Esquivel, District Administrator Polly Edlund, and Administrative Assistant Lori Stein, Lieutenant Zabel, Dan Huber and his wife Mary.

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 participation.

1 – B. INVOCATION:

At President Dziuk's request, Mrs. Edlund led the assembly in prayer giving thanks to God and asking for His guidance for the Board and His protection for first responders, and safe travel for all in attendance.

1 – C. INTRODUCTION OF ANY SPECIAL GUEST(S)/RECOGNITIONS:

1 – C – a. Presentation to Daniel Huber for his years of service to Medina County ESD1

At the request of the Board, Mrs. Edlund, President Dziuk, and Chief Windsor presented a plaque to Mr. Huber and thanked him and his family for over twenty years of volunteerism as a firefighter and part-time mechanic for the Medina County ESD1 District. His support and time were recognized as a very valuable part of the district's growth and history over the years and the board thanked him for his many years of loyal participation.

2. CITIZEN COMMENTS

None.

II. EXECUTIVE SESSION – CLOSED MEETING

The MCESD#1 Board of Commissioners will meet in closed session as authorized by Texas Govt. Code Chapter 551 under one or more of the following sections: Texas Government Code 551.071, Consultation with Attorney or 551.074 Personnel Matters.

A. Discussion and possible action on issues related to applications for employment by the District.

Commissioner Ferren moved to meet in closed executive session as authorized by Texas Government Code Chapter 551 under §§Section 551.071, Consultation with attorney. Commissioner Hitzfelder seconded her motion, and the motion was approved with a 3-0 vote. The MCESD1 Board of Commissioners, Chief Cooke, and Administrator Edlund went into executive session at 7:05pm.

Commissioner Ferren moved to adjourn the executive session. Commissioner Page seconded her motion, the motion was approved with a 3-0 vote. President Dziuk adjourned the executive session at 7:24pm.

III. RECONVENE IN OPEN SESSION:

1. CALL TO ORDER AND ROLL CALL

President Dziuk reconvened the meeting in open session and called the meeting to order at 7:25pm.

2. DISCUSSION AND POSSIBLE ACTIONS FOLLOWING EXECUTIVE SESSION ON EXECUTIVE SESSION ITEM A.

Commissioner Hitzfelder made the motion to withdraw the training officer position. Commissioner Page seconded his motion, and the motion passed 3-0. Commissioner Hitzfelder made a second motion to move forward as discussed in executive session concerning water rights. Commissioner Page seconded his motion, and the motion passed, 3-0.

3. ADMINISTRATION – DISCUSSION AND RESOLUTIONS/ACTIONS ON THE FOLLOWING:

3 - A. MINUTES, RESOLUTION OF ACCEPTANCE – (March 20th Minutes)

Commissioner Page made a motion to approve the minutes as submitted. Commissioner Hitzfelder seconded his motion, and the motion passed 3-0.

3 - B. TREASURER'S REPORT – FINANCIAL REPORTS, APPROVAL FOR PAYING BILLS AND APPROPRIATE TRANSFERS:

Chief Windsor gave the financial report as Chief Cooke was on deployment. The district had received 95.02% of the Ad-Valorem property tax revenues. The sales tax report for December through April reflected 37.23% of the budgeted sales tax revenues received. There was a prior month's sales tax collection in the April deposit of \$4,827.77, that may explain the decrease of last month. Fire billing has generated \$13,433.99 thus far with \$10,000 budgeted. Commissioner Hitzfelder asked what the bulk of the funds originated from with the answer being motor vehicle accidents. The amount of current investment income sits at \$311,518.69 compared to the budgeted amount of 225,000. This will slow down as funds are used to complete station construction projects. Fourteen pay cycles have been completed. There are no accounts out of line for the month of March. The transactions for the April 15th bill cycle are in process, and a financial report placed in the Teams folder hopefully by Friday. The District had open purchase orders to the sum of approximately 4.8M. Commissioner Page moved to approve the abbreviated financial report as presented, to pay the bills, and make the appropriate transfers. Commissioner Hitzfelder seconded his motion. Some discussion was held concerning the station 11 draw amount. Administrator Edlund requested the Board change the timing of the Board's meetings from the second Wednesday of the month to the third Wednesday, as it would ease the time frame of getting the current month's bill payments prepared and financial reporting ready by the meeting day. Some board commissioners had conflicting schedules with the third Wednesday of the month, and the board opted to leave the meeting as it is currently, second Wednesday of each month. The option of getting online banking set up for the ESD's bank accounts was discussed to help speed up the end of month closing processes. The administration team was directed to investigate what other ESD's are doing concerning online banking and make a recommendation for consideration at next month's meeting. President Dziuk called for a vote on the pending motion approving the treasurers report and the motion was passed 3-0.

3 - C. SALES TAX REPORT (YTD/March)

The sales tax report was submitted. No other action necessary.

3 - D. Station 11 CIP Monthly Draw Approval, YTD Project Costs & Any Construction Project Updates

Commissioner Page moved to approve the signed final draw request (pay app #7) for \$507,110.00 to W.R. Griggs Construction as submitted; Commissioner Hitzfelder seconded his motion. Discussion commenced by Commissioner Page with the news that construction has leapt forward on the project and a large payment is to be expected. Chief Esquivel explained that the flatwork will be finished quickly. The framing and sealing were almost complete, an inspection is scheduled for the coming Friday, and masonry will be started soon. Station 10 is in the bidding process. The start timeline changed due to contractor's revisiting the site for clarifications on bidding specifications. Station 14 is up and running with crews on site today. Station 12 is in the early bidding phase with a potential start time of May. President Dziuk called for a vote on the prior motion approving the draw request and payment of pay app #7 to Griggs Construction, and the board approved the motion 3-0.

3 - E. Consider and Act on Sales and Use Tax Agreement with City of LaCoste

President Dziuk commented that an agreement similar to the one with the City of Castroville, had been drawn up and reviewed by legal representation on both sides. This would be on future development outside the city limits of LaCoste, that would be annexed by the city, and the sales tax funds generated on those businesses would be at a 50/50 split of the sales tax funds received. (*1.50 sales tax rate split .75 each*). Commissioner Hitzfelder made the motion to approve the agreement with Commissioner Ferren seconding his motion. Discussion began with Commissioner Page commenting that the City of LaCoste had been difficult to work with, relating to the construction process of the new station 11 project. They had been disagreeable on just about everything, and charged excessive fees (*connection tap fees, etc.*), including requiring the ESD to purchase water rights and then selling water back to the ESD through monthly usage (utility bills). He would prefer not to make a decision on the agreement currently. The City of LaCoste was non-negotiating nor giving the District any type of service, and the ESD will be providing the Fire and EMS services at no cost to the city, and now the City wants 50% of the ESD's Sales Tax. President Dziuk called for a vote on the motion that was currently presented before the board, and the motion passed 2-1 (Commissioners Ferren and Hitzfelder for, and Commissioner Page voting against)

3 - F. Consider and Act on Master Services Agreement with Prime ITS

Chief Windsor elaborated that this would be a renewal of current services given such as email and Office 365 accounts. Commissioner Page made a motion to renew the service agreement with Prime ITS. Commissioner Ferren seconded and the motion passed, 3-0.

3 - G. Consider and Act on Approval for Mico VFD to provide beer at their final 60th anniversary BBQ

Commissioner Hitzfelder made a motion to approve beer at the BBQ event with Commissioner Page seconding his motion. It was made clear that alcohol was not to be purchased or sold but will be donated to avoid any legal issues. Commissioner Page asked what would happen if anyone became a problem with overindulgence and was told by Chief Esquivel that the individual would be escorted off the premises. There was typically law enforcement in attendance as well. A vote was called, and the motion passed, 3-0.

3 - H. Consider and Approve the Purchase of 3.25-acre feet of Water Rights and Transfer to City of LaCoste

President Dziuk noted this item had been addressed under the executive session, and the motion following, and no further action was needed.

4. Fire Chief's Report – Discussions and Actions on the Following:

4 - A. Fire Chief's Report – Project updates

Chief Windsor gave the Fire Chief's Report for March 2024, see report for details. Notes of interest or additional board discussion included:

- Administration has been receiving bids on construction for projects.
- Purchased the medic unit from BCESD#7. Inspections and licensing may be completed mid-June to turn on for EMS use.
- Attended meetings regarding the eclipse.
- Met with Medina County Hospital district on mutual needs.
- Attended meetings with MVIDS concerning safety.
- Finalized exemptions with the appraisal district.
- Opened Galls web portal for uniform purchases by employees. Clarified questions from Commissioner's on clothing approved to purchase and how the process will work.
- Station #14 has been staffed and is available for responding. Apparatus under the awning. BT8114 and Engine 8114. Roads were done and they used #2 base material, modified on top. The Respec feasibility response was also discussed. Commissioner Page explained that he had attended this meeting in Chief Cooke's office and a strong message was sent back that the expectations were not met for the cost paid. The second report had not been received yet following that meeting.

4 - B. Consider and Act on interlocal agreement with Medina Valley ISD for response to active threats:

Chief Windsor explained that this was an MOU with the State following the Uvalde incident. The document had been presented to the board for review prior to the meeting. Commissioner Hitzfelder made a motion to approve the interlocal agreement with Medina Valley ISD for response to active threats. Commissioner Page seconding his motion. The motion passed 3-0.

5. New or Upcoming District Developments – Discussion and Actions on the Following:

Nothing new to report.

6. Old Business – Discussion and Actions on the following:

None.

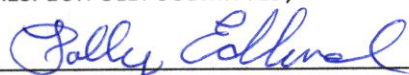
7. New Business - Introduction of Any New Business:

The next monthly meeting was tentatively scheduled for May 8th, 2024 at 7:00pm. The exact date and time will be confirmed with the posting of the agenda.

8. ADJOURN:

Commissioner Page moved to adjourn the meeting. Commissioner Ferren seconded his motion, and the motion passed with a 3-0 vote, President Dziuk concurred. President Dziuk adjourned the meeting at 8:10 pm.

RESPECTFULLY SUBMITTED,


POLLY EDLUND, DISTRICT ADMINISTRATOR

MCESD1 PRESIDENT


MARVIN DZIUK, PRESIDENT