

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

PUBLIC MEETING MINUTES

WEDNESDAY, December 11, 2024 7:00PM

Meeting Location: Medina County Precinct 2 Bldg., Courtroom, 8366 FM 471 S, Castroville, TX 78009

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 Jenny Ferren, Tom Page and Leroy Haby. Rodney Hitzfelder was absent. Also present were Fire Chief Clinton Cooke, District Administrator Polly Edlund, Assistant Fire Chief Sarah Windsor, Deputy Chief Jaime Esquivel, and Personnel Manager Lori Stein.

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:

Chief Cooke gave the invocation.

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

President Dziuk recognized former Board Commissioner, Mr. Terry Beck, as being in attendance.

2. CITIZEN COMMENTS

None.

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

3 - A. MINUTES, RESOLUTION OF ACCEPTANCE – (November 13, 2024 Minutes)

Commissioner Page made a motion to accept the minutes for November 13, 2024 regular meeting. Commissioner Ferren seconded his motion, and the motion passed, 3-0.

3 – B. FINANCIAL REPORTS, APPROVAL FOR PAYING BILLS AND APPROPRIATE TRANSFERS

Commissioner Leroy Haby gave a description of the provided financial reports and presented a motion to approve as submitted. Commissioner Page seconded his motion. After discussion, the motion passed 3-0.

3 – C. SALES TAX REPORT (August / YTD)

The sales tax report was submitted to the board. Commissioners discussed. There was no action taken.

3 – D. CONSIDER AND APPROVE AUDIT ENGAGEMENT LETTER for 2023-2024 audit services

Commissioner Page moved to approve the Audit Engagement letter for 2023-2024 audit services from Coleman, Horton & Company, LLP, Certified Public Accountants dated November 14, 2024. Commissioner Ferren seconded the motion. After discussion of all quotes received for audit services, the motion carried 3 - 0.

3 - E. Ratification of the Resolution for Texas Class Accounts

Commissioner Page voiced a motion to ratify the 'Resolution to Participate' in Texas Class Accounts. Commissioner Ferren provided a second to his motion. The Board discussed and reviewed the Information Statement provided. The motion was approved by a vote of 3 - 0.

3 - F. Discuss and approve new organizational structure - (Organizational Chart)

Commissioner Ferren moved to adopt the provided new Organizational Chart. Commissioner Page seconded the motion. The discussion was wide ranging. The motion carried unanimously.

3 - G. Discussion on District Minutes and details captured for public records and future review

Much discussion. District Administrator Edlund voiced opposition to streamlined minutes. Expressing taxpayers' rights to review and understand government activities without having to attend meetings, and written explanations capturing details for audit purposes. The Board discussed moving forward with a more condensed option.

4. FIRE CHIEF'S REPORTS – DISCUSSIONS AND ACTIONS ON THE FOLLOWING:

4 - A. Chief Cooke gave the Fire Chief's report for the prior month of November, see report for details.

4 - B. Consider and approve the purchase of budgeted Battalion Chief Vehicle

Commissioner Ferren moved to purchase a new 2024 Chevrolet 1500 budgeted Battalion Chief vehicle, and have it wrapped, and the necessary emergency warning and communication equipment installed. Commissioner Page seconded the motion. The motion carried after discussion.

4 - C. CONSTRUCTION COMMITTEE REPORTS AND PROJECT UPDATES

Construction progress described under Project Updates in Chief Cooke's November Report.

5. NEW OR UPCOMING DISTRICT DEVELOPMENT(S) – DISCUSSION AND ACTIONS ON THE FOLLOWING:

Chief Cooke suggested commissioners travel the district to see the exploding development.

6. OLD BUSINESS – DISCUSSION AND ACTIONS ON THE FOLLOWING:

None.

7. NEW BUSINESS – INTRODUCTION OF ANY NEW BUSINESS

7 - A. Monthly Meeting

The next regular meeting of MCESD1 was tentatively scheduled for Wednesday, January 15, 2025, at 7:00pm at the same location. The date and time would be confirmed when the agenda was posted.

8. ADJOURN

Commissioner Ferren moved to adjourn the meeting. Commissioner Page seconded her motion. The motion passed 3-0. President Dziuk closed the meeting at 8:41pm.

RESPECTFULLY SUBMITTED,


THOMAS PAGE, SECRETARY

MCESD1 PRESIDENT


MARVIN DZIUK, PRESIDENT