

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

**PUBLIC MEETING MINUTES**

WEDNESDAY, FEBRUARY 12, 2025 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, Leroy Haby and Rodney Hitzfelder. Also present were Fire Chief Clinton Cooke, District Administrator Polly Edlund, Assistant Fire Chief Sarah Windsor, Deputy Chief Jaime Esquivel, Personnel Manager Lori Stein, Accounts Payable Associate Cynthia Stanukinos and Division Chief Kevin Story.

**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:**

President Dziuk called upon Fire Chief Cooke to do the invocation.

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

Chief Cooke introduced two new individuals to the Board:

- Accounts Payable Associate – Cynthia Stanukinos. Mrs. Stanukinos started on February third and was training with Administrator Edlund to soon take over the accounts payable and finance responsibilities of the district.
- Division Chief – Kevin Story. Chief Story was over fire station 60 / ESD6 coverage area. This position was funded by the Medina County ESD6 agreement.

**2. CITIZEN COMMENTS**

None

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

**3 - A. MINUTES, RESOLUTION OF ACCEPTANCE – (January Minutes)**

Commissioner Hitzfelder moved to accept the minutes as submitted for January 15, 2025, regular meeting. Commissioner Page seconded his motion, and the motion passed 4-0.

**3 - B. FINANCIAL REPORTS, END OF YEAR BUDGET VS. ACTUAL, AND APPROVAL FOR PAYING BILLS AND APPROPRIATE TRANSFERS:**

Chief Cooke reviewed the details of the financial reports, including budget vs. actual reports and bank balances with the Board. Commissioner Ferren moved to approve the financial report, approval for paying bills and making appropriate transfers as discussed. Her motion was seconded by Commissioner Page. The motion passed 4-0.

**3 - C. SALES TAX REPORT (JANUARY / YTD)**

The sales tax report was submitted to the board. Commissioners discussed year-to-date sales tax revenues at 3½ % above the budgeted amount and monthly sales tax trends. The report covered the months of December through February. There was no action necessary.

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

**4 - A. Fire Chief's report – project updates:**

Chief Cooke gave the Fire Chief's report for the prior month of January, see report for details.

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

Chief Cooke discussed new developments around the district and information from recent meetings he attended regarding future improvements to roadways around the district. He again suggested commissioners travel the district to see the impacts of growth and development within the district.

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

Chief Cooke noted that he continued to do research on the option to discontinue Social Security and starting up a new retirement plan like a 401K plan, but under a plan for government entities called a 457-type retirement plan. No action was necessary at this time.

**7. NEW BUSINESS – INTRODUCTION OF ANY NEW BUSINESS**

**7 - A. Monthly Meeting**

The next regular meeting of MCESD1 was tentatively scheduled for Wednesday, March 12, 2025, at 7:00pm at the Medina County Pct. 2 Bldg. Courtroom. The date and time would be confirmed when the agenda was posted.

**7 - B. Safe-d Training Certifications**

Administration reminded all training conference attendees to complete their training certification forms as soon as possible, these certificates verifying their commissioner training hours would be housed in district's record retention files once received.

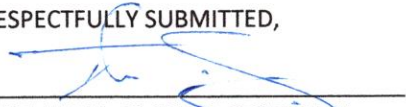
**7 - D. BCESD#7 – Sale of BC Vehicle**

Chief Cooke had been notified of a BC Vehicle for sale at BCESD#7. The details of the vehicle for sale were reviewed and discussed with the board. He advised the board that next month he would be coming to the board with a potential purchase. No action was taken.

**8. ADJOURN**

Commissioner Ferren moved to adjourn the meeting. Commissioner Haby seconded her motion. The motion passed 4-0. President Dziuk closed the meeting at 8:15 pm.

RESPECTFULLY SUBMITTED,

  
THOMAS M. PAGE, JR, SECRETARY

MCESD1 PRESIDENT

  
MARVIN DZIUK, PRESIDENT