

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

MEETING MINUTES

WEDNESDAY, JANUARY 14, 2026 7:00 PM

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 7:00 pm and established a quorum with commissioners Jenny Ferren, Gary Foster, Leroy Haby, and Tom Page. Also present were Fire Chief Clinton Cooke, District Administrator Polly Edlund, Assistant Chief Sarah Windsor, Accounts Payable Associate Cynthia Stanukinos, Personnel Manager Lori Stein, and special guest former MCESD#1 Commissioner Rodney Hitzfelder.

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. Chief Cooke gave the invocation, asking for guidance, safety and protection.

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

President Dziuk welcomed Gary Foster, the new commissioner to the MCESD#1 Board. He then recognized special guest and former MCESD#1 Commissioner Rodney Hitzfelder. He thanked Rodney Hitzfelder for his 16 years of volunteer service as a board commissioner for Medina County ESD#1. Commissioner Hitzfelder retired from the board at the end of his term, December 31, 2025. President Dziuk then read a summary of all commissioner Hitzfelder's past contributions to the district and presented him with a special retirement shield and helmet.

Commissioner Rodney Hitzfelder was first sworn into the Medina County ESD#1 Board on February 18th, 2010 by Medina County Judge James Barden. When he accepted the appointment to the Medina County ESD#1's board, he came with knowledge and experience having retired from the San Antonio Fire Department as Deputy Chief. This expertise was a true asset to the Medina County ESD#1 board and helped guide the district to where it is today. Some of his many contributions included:

Designing fire stations and apparatus, long range station planning for the district's ISO future, assisting with master planning oversight to help layout the district's future goals to meet the needs and quality of the emergency services we provide today, actively participated in hosting and conducting town hall meetings for a successful sales tax election, which helps fund the services we provide today. He participated in negotiations with new developments and county officials to make sure emergency service needs were considered as growth and development expanded within the district, he kept the public informed as the district's public information officer for many years, and helped to educate other Medina County departments to understand the growing needs for dispatching with EMS instructions, including new techniques to be included as part of our county dispatching center's services provided.

President Dziuk thanked him for his long service and support on the board and noted the community and the district appreciate all the contributions he had made over the years.

2. COMMISSIONER STATUS - DISCUSSION AND RESOLUTIONS ON THE FOLLOWING:

2 - A. MCESD#1 Board Officer Positions established & approved by new MCESD#1 commissioners:

President Dziuk confirmed that the Medina County Commissioner's Court had held a short swearing in ceremony on January 5th, 2026, and all three commissioners; Gary Foster, Leroy Haby and himself (Marvin Dziuk) had been sworn in at that ceremony prior to tonight's meeting by Medina County Judge Keith Lutz. They will all serve a two-year term, through December 31, 2027. District Administrator Polly Edlund explained that following any new appointment of commissioners to the board, the commissioners must vote to re-establish the officer's positions of the Board. Commissioner Ferren moved that the Board Officer positions be as follows:

President, Marvin Dziuk
Vice President, Tom Page
Treasurer, Jenny Ferren

Assistant Treasurer, Leroy Haby
Secretary, Gary Foster

The motion was seconded by Commissioner Page. The motion carried unanimously. President Dziuk asked administrative staff to handle and make sure all the new swearing in documentation and bank documents were in order following the meeting.

2 - B. MCESD#1 COMMITTEE POSITIONS ESTABLISHED & APPROVED BY NEW MCESD#1 COMMISSIONERS:

District Administrator Edlund handed out a copy of the MCESD#1's current committee list and explained to the board that following commissioner Hitzfelder's retirement, the committees would need to be re-established. She noted that there were two remaining committees that had not been retired: The Facilities & Maintenance / Construction Oversight Committee and the MCESD#1's Budget & Finance Committee. She further explained that the Treasurer and Asst. Treasurer had previously been assigned to the Budget & Finance Committee; however, there was a vacancy on the Construction Oversight Committee. The Board could vote to add members or retire any of the committees on the list. After discussion, Commissioner Page moved to add Commissioner Gary Foster to the vacant position on the Facilities & Maintenance / Construction Oversight Committee and to leave the MCESD#1's Budget & Finance Committee as it was previously. Commissioner Ferren seconded his motion. The motion was approved with a 4-0 vote, President Dziuk concurred.

2 - C. CONFIRMATION OF BOARD MEMBER APPOINTMENTS TO 501C3 DEPARTMENTS BY MCESD#1 BOARD:

District Administrator Edlund explained that Ms. Bebe Hurtado had agreed to stay on the CVFD 501c3 board and the two current ESD commissioners were Commissioner Page and Commissioner Dziuk. President Dziuk explained to newly appointed Commissioner Foster why this is done each year. Following the discussion, Commissioner Page moved to keep the appointments to the CVFD 501c3 board as they currently were with Hurtado, Page and Dziuk. Commissioner Ferren seconded his motion. The motion carried with a 4-0 vote.

District Administrator Edlund then explained that the citizen representative for the LaCoste VFD 501c3, David Mangold, no longer wanted to serve as the citizen representative on that board. The current ESD commissioners assigned to that board were Marvin Dziuk and there was a new vacancy following the retirement of commissioner Hitzfelder. Chief Cooke nominated Adrienne Wells to fill the vacancy as the citizen representative. Commissioner Gary Foster volunteered to fill the vacant position as the second ESD Commissioner on that 501c3 board. Following the discussion Commissioner Tom Page moved to appoint the following to the LaCoste VFD 501c3 Board: Citizen Representative – Adrienne Wells, and ESD Commissioners Marvin Dziuk and Gary Foster. Commissioner Ferren seconded his motion. The motion was approved with a 4-0 vote.

3. CITIZEN COMMENTS:

None.

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

4 - A. MINUTES, RESOLUTION OF ACCEPTANCE – (September Minutes):

Commissioner Page moved to approve the December meeting minutes as presented. Commissioner Ferren seconded his motion. The motion passed 3-0, Commissioner Foster abstained as he just joined the board in January.

4 - B. FINANCIAL REPORTS, BUDGET VS. ACTUAL, AND APPROVAL FOR PAYING BILLS AND APPROPRIATE TRANSFERS:

Chief Cooke presented the details of the 2025-2026 December financial report which covered October 1, 2025, through December 2025. (See Report for Details) Following the discussion, Commissioner Ferren moved to accept the financial reports as presented, approve paying the bills and making appropriate transfers. Her motion was seconded by Commissioner Page. The motion passed with a 4-0 vote.

4 - C. SALES TAX REPORT (December / YTD):

The new fiscal year 2025-2026 December deposit was \$414,380.27 and the January deposit had a correction which netted a January deposit of \$47,849.29. Commissioners discussed year-to-date sales tax revenues and future sales tax trends for the new fiscal year. The report was accepted by the board and there was no action necessary.

4 - D. DISCUSS FLEXIBLE BENEFITS PLAN AND APPROVE A RESOLUTION FOR ADOPTION OF DISTRICT'S 125 CAFETERIA PLAN:

Following discussion and review of the cafeteria plan documents, Commissioner Ferren moved to approve a resolution to adopt the Medina County ESD1 Cafeteria Plan as presented, as authorized under Section 125 of the Internal Revenue Code of 1986. Commissioner Page seconded her motion. The motion passed 4-0.

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

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

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

Highlights included:

- ESD 4 medic unit was still down due to mechanical failure, and at Siddons-Martin for repairs.
- The secondary reserve medic unit had to have transmission cooler replaced. Supplies were ordered for the third reserve unit, which should be licensed by February.
- Station #12 remodel: Mico 501c3 was funding the remodel. Expectations for mid-February completion.
- Terminated agreement with Emergicon. New billing company STAT Billing Services as of 02-01-2026.

5 - B. CONSIDER AND APPROVE INTER-LOCAL AGREEMENT WITH MCESD#4:

The contract was not ready for approval by meeting time. President Dziuk to make a phone call to the attorney regarding the delays. The Board took no action.

5 - C. Station #14 – CONSIDER AND APPROVE MOVING FORWARD WITH CONSTRUCTION PROJECT.

Chief Cooke noted that there was no action required at this time. The Board took no action on this agenda item.

5 - D. Station #10 – Annex Remodel Project – Construction Project Updates & YTD Project Costs:

Chief Cooke gave a short update on the Station #10 Annex project and permitting issues. As of the end of December, all permits have been received. Inspection anticipated to take place next week. Project should be complete by late February. He will have a budget amendment on the total project costs after completion. There was no action necessary at this meeting.

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

Chief Cooke once again urged the board to continue to drive the district. No action was required by the board.

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

None

8. NEW BUSINESS – INTRODUCTION OF ANY NEW BUSINESS

8 - A. MONTHLY MEETING -

The board tentatively scheduled the next board meeting of the MCESD#1 for Wednesday, February 11th, at 7:00pm at the Medina County Pct. 2 Bldg. Courtroom. The date and time will be confirmed when the agenda is posted.

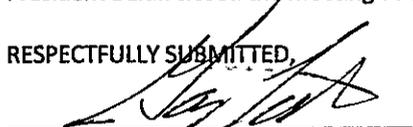
8 - B. POSSIBLE QUORUM AGENDA - SAFE-D JANUARY 28TH - 31ST SPOUSE MEET & GREET NEW RATES:

District Administrator Edlund advised the board that all travel arrangements had been finalized for the 2026 Safe-d conference in San Antonio. She would e-mail out detailed itineraries to their ESD inbox soon.

8. ADJOURN

Commissioner Page moved to adjourn the meeting. Commissioner Ferren seconded his motion. The motion passed 4-0. President Dziuk closed the meeting at 8:40 pm.

RESPECTFULLY SUBMITTED,


GARY FOSTER, SECRETARY

MCESD1 PRESIDENT


MARVIN DZIUK, PRESIDENT