

**MEDINA COUNTY EMERGENCY SERVICES DISTRICT NO. 5**

**NOTICE OF PUBLIC HEARING**

In compliance with the provisions of Chapter 551, Texas Government Code, notice is hereby given of public hearing of the Board of ESD Commissioners of Medina County Emergency Services District No. 5 to be held on

**Thursday April 21, 2022, at 6:00 p.m., at 211 Pearson St., Natalia, Texas 78059**

The following agenda items will be considered, and action taken as appropriate:

- 1) Call to order and establish a quorum.
- 2) **Public Comments:** *(Any individual may make a presentation relevant to the business of the District of not more than three (3) minutes to the Board, after executing the proper form, obtained from the Secretary).*

Consider, discuss, and take appropriate action on the following items:

- 3) Reading and approval of the minutes of the September meeting: *MSR, RUS*
- 4) Report of Service Providers in District: Consider, Discuss and Possible Action
  - A. Report and presentations from Lytle Volunteer Fire Dept.
    - a. Inventory - *Next Month*
    - b. Inform and request. - *None*
  - B. Report and presentations from Natalia Volunteer Fire Dept.
    - a. Inventory
    - b. Trucks' report/status
    - c. Inform and request.
- 5) President's Report: Inform, Consider, Discuss and Possible Action
  - A. Grant truck funding
  - B. New equipment
  - C. VFD Physicals
  - D. VFD retention incentive
  - E. Discussion and possible action on possible purchase of property for a new station; the District reserves the right to enter into a Closed Meeting on this matter pursuant to Section 551.072, Texas Government Code.
- 6) Treasurer's Report: Inform, Consider, Discuss and Possible Action
  - A. QuickBooks reports of accounts and presentation of spreadsheet.
  - B. Administrative expenses
  - C. Budget review-1<sup>st</sup> quarter
  - D. Payments
  - E. 2021 tax year audit prep NVFD/ESD5
- 7) Secretary's Report: Inform, Consider, Discuss and Possible Action
  - A. NIMS 300 & 400 joint training class
  - B. Website update
  - C. OMA/PIA and other training
  - D. Requests for discussion items to be added to next month's agenda.
- 8) Adjourn.

Posted  
HOUR 1:40 pm

APR 14 2022

JINA CHAMPION  
County Clerk, Medina County, TX  
By Jina Champion Deputy

I, Elizabeth K. Cargile, Secretary for MEDINA COUNTY EMERGENCY SERVICES DISTRICT NO. 5 do hereby certify that this regular meeting notice, was delivered to the Medina County Clerk for posting, a copy was also posted on the bulletin board at the meeting location and online at <https://esd5.medina.tx.us>. Said notices remained so posted continuously for a minimum 72 hours preceding the scheduled time of said meeting in compliance with Texas Government Code 551.043.

By: Elizabeth K. Cargile  
(Medina County ESD #5 COMMISSIONER)

**For information or questions regarding this agenda or meeting, please call 830-665-6208**

The MCESD#5 Reserves the right to adjourn into closed session at any time during the course of the meeting to discuss any of the matters listed above should such action be necessary as authorized by the Texas Open Meetings Act, Texas Government Code 551.071 (Consultation with Attorney) Code 551.072 (Real Property) Code 551.074 (Personnel Matters) or 551.087 (Economic Development) and any other provision under Texas Law that permits this governmental body to discuss a matter in a closed session.

**MEDINA COUNTY EMERGENCY SERVICES**

**DISTRICT NO. 5**

**Regular Meeting Minutes for**

**April 21, 2022**

**1. CALL TO ORDER AND ESTABLISH QUORUM:**

President M. Rodriguez called the meeting to order at 6:04 p.m. A quorum was established with Commissioner's Maria Sanchez, Cathy Gonzalez, and Elizabeth Cargile present.

**2. PUBLIC COMMENTS:**

None

**3. READING AND APPROVAL OF MINUTES:**

The Commissioners reviewed the minutes of the March 17, 2022 meeting.

**MOTION:** Commissioner Sanchez moved to adopt the minutes of the public hearings presented to the Board second by Commissioner Gonzalez; no discussion, passed unanimously.

**4. SERVICE PROVIDER REPORT:**

A. LVFD-Logan Medina was present for questions. Presentations were received and emailed to ESD Board members. Hard copy of presentations is on file.

a. Inventory will be submitted in May.

b. No items for inform and request.

B. NVFD-Assistant Chief Gilbert Rodriguez was present for questions. Presentations were received and emailed to ESD Board members. Hard copy of presentations is on file.

a. Inventory will be emailed to Secretary Cargile.

b. Apparatus report and status was received and forwarded.

c. No items for inform and request.

**5. REPORT FROM PRESIDENT:**

A. Grant for brush truck-is extended to October 14, 2022.

B. No information on physicals currently.

C. Pay per call incentives will be further discussed at the May meeting.

D. Discussion and possible action on possible purchase of property for a new station; the District reserves the right to enter into a Closed Meeting on this matter pursuant to Section 551.072, Texas Government Code.

Adjourned from regular session at 6:15 p.m.

Convened into regular session at 6:21 p.m.

**MOTION:** Commissioner Cargile moved to allow Commissioner Linda Rodriguez to inquire and discuss the possible purchase of property. Seconded by Commissioner Gonzalez, being no discussion, motion passed unanimously.

**MEDINA COUNTY EMERGENCY SERVICES**

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**April 21, 2022**

**6. REPORT FROM TREASURER:**

- A. QuickBooks presentation of M&O and I&S are attached. Funds transfer for \$15,000.00 to the Capital Reserve MM, \$15,000.00 for the M&O Reserve MM, \$57,697.43 from debt service fund and \$200,000.00 to interest earning MM account. (See March 17, 2022 minutes line 6-C).
- B. Administrative expenses – Secretary Cargile is requesting the purchase of a new laptop or all in one to upgrade the current ESD laptop which is approximately 5 years old.

**MOTION:** Commissioner Sanchez moved to allow Secretary Cargile to compare prices and possible purchase of new computer for the ESD #5, seconded by President Manuel Rodriguez, discussion- tentative price limit of \$3,000.00; being no further discussion.

- C. First quarter budget review postponed until May meeting.
- D. Assistant Treasurer Gonzalez reported payments made or due as follows:

<u>Name</u>	<u>Description</u>	<u>Amount</u>	<u>Check #</u>
TX Assoc. Counties	Website-annual	\$ 1,550.00	881
Devine News	publication	80.00	882
MCTO	Firetruck plates	7.50	883
MCTO	Firetruck plates	7.50	884
Devine News	BOESC business cards	357.23	885
LVFD	2 <sup>nd</sup> quarter payment	10,000.00	886
NVFD	2 <sup>nd</sup> quarter payment	49,500.00	887

**MOTION:** Commissioner Cargile moved to approve payments as shown above, second by Commissioner Gonzalez; no discussion, motion passed unanimously.

- E. ESD audit prep has been completed and delivered to the Auditor. The NVFD audit status update at May meeting.

**7. SECRETARY'S REPORT:**

- A. There is an opportunity for FF and LE from Natalia, Devine, and Lytle to participate in a NIMS 300/400 training in January of 2023. More information will be provided as the time nears.
- B. Website has been updated to show the 90 day burn ban.
- C. Board members are encouraged to take the OMA/PIA online training.
- D. ITEMS FOR REVIEW, DISCUSSION & ACTION MEETING:  
Commissioner Cargile informed the May meeting will be held on the 12<sup>th</sup> to accommodate Treasurer Rodriguez without objection, no objection tendered. May 12<sup>th</sup> next meeting.  
Inventory from the VFD's  
VFD incentive programs -pay per call

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**April 21, 2022**

Operations/Status of apparatus ✓  
NVFD department remodel or build new → July  
Receipts for any new equipment purchases. → July  
Audit status for NVFD and MCESD #5 → July  
First quarter budget review = Abby

8. **ADJOURNMENT:**

Commissioner Cargile moved to adjourn the meeting; second by Commissioner Linda Rodriguez. The meeting was adjourned at 7:05 p.m.

Respectfully submitted,

  
Elizabeth K. Cargile, Secretary

Approved by M.R.