

Original was
NOT COMPARED

MEDINA COUNTY EMERGENCY SERVICES DISTRICT NO. 5

NOTICE OF PUBLIC MEETING

In compliance with the provisions of Chapter 551, Texas Government Code, notice is hereby given of a **PUBLIC MEETING** of the Board of Emergency Services Commissioners of Medina County Emergency Services District No. 5 on Thursday, June 20, 2024, at 6:00 p.m., at the Natalia Volunteer Fire Department 211 Pearson Street, Natalia, Texas.

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

1. **Call to order, Quorum call, Pledge, & Invocation.**
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, be advised the BOESC will not engage).*
3. **Secretary's Report: Inform, Consider, Discuss and Possible Action.**
 - A. Presentation of the minutes of the May 16th meeting.
 - B. Commissioner resignation and new appointment recommendation.
4. **Report of Service Providers in District: Consider, Discuss and Possible Action**
 - A. Report and presentations from Lytle Volunteer Fire Dept.
 - a. Inform and requests
 - B. Report and presentations from Natalia Volunteer Fire Dept.
 - a. Recruitment and retention report
 - b. Inform and requests.
5. **President's Report: Inform, Consider, Discuss and Possible Action.**
 - A. Station #1 remodel
 - B. Great Oaks HOA meeting.
 - C. Update on new apparatus.
 - D. VFD's NFPA physicals
6. **Treasurer's Report: Inform, Consider, Discuss and Possible Action:**
 - A. BUDGET COMMITTEE MEETING:
 - a. Submit 2023fy proposed budget amendments.
 - b. Schedule 2024-2nd quarter budget committee meeting.
 - B. Financial reports.
 - C. BOESC requests
 - D. Administrative requests
 - E. Request for file cabinets
 - F. Payments/Revenue
 - G. 2023 ty Audit status
7. **Requests for agenda items at next meeting.**
8. **Adjourn.**

Posted
HOUR 3:27pm

JUN 14 2024

GINA CHAMPION
County Clerk, Medina County, TX
By Kimberly Barnes Deputy

I, Elizabeth K. Cargile, Administrator 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.

MEDINA COUNTY EMERGENCY SERVICES DISTRICT NO. 5


MEDINA COUNTY ESD #5 ADMINISTRATOR

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 551.074 (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.

For information or questions regarding this agenda or meeting, please email the Administrator at mcesd5lizcargile@aol.com

MEDINA COUNTY EMERGENCY SERVICES

DISTRICT NO. 5

**Regular Meeting Minutes for
June 20, 2024**

1. CALL TO ORDER AND ESTABLISH QUORUM:

President Patrick Bourcier called the meeting to order at 6:03 p.m., quorum was established with Vice President Manuel Rodriguez, Secretary Maria Sanchez and Treasurer Linda Rodriguez present. Pledge of Allegiance was recited, NVFD Member Cory Bradley-invocation. Administrator Cargile provided the meeting packet to all Commissioners.

2. PUBLIC COMMENTS: None

3. SECRETARY'S REPORT:

A. The minutes from the May 16th meeting were presented to the BOESC.

MOTION: Commissioner L. Rodriguez moved to accept the minutes, second by Commissioner Sanchez. Discussion-error noted on the amount of payment made to LVFD for new equipment, shown as \$3,300.00 should be amended to show actual payment of \$6,300.00 ck.#961, Treasurer Rodriguez amended the motion to reflect the correct amount on the minutes, Commissioner Sanchez, 2nd the amended motion, being no further discussion; motion passed unanimously 4/0.

B. Commissioner resignation and new appointment recommendation. *Tabled until after President's report-* **Resignation:** upon return to this line item: EKC advised the Board that Mr. Leo Rodriguez submitted his resignation via email and she is making an effort to get the MCESD #5 Microsoft surface tablet back from him.

MOTION: Commissioner Linda Rodriguez moved to accept the email from Mr. Leo Rodriguez as a letter of resignation and allow EKC to submit it to Commissioner's Court, second by Commissioner Sanchez, being no discussion, motion passed unanimously 4/0.

New Appointment: Treasurer Linda Rodriguez advised we have one candidate to submit to Commissioner's Court, before going further, this candidate must be discussed in open meeting, MCESD #5 has no "personnel" and the application clearly states that "*all information provided and any attachments are public.*" - Reyna Vasquez showed interest in serving on the Board at the April 18th meeting, and is present tonight with Medina County Commissioner's Court application, resume', letter of introduction, and attachments, ready to answer any questions. Admin EKC had Ms. Reyna rise and raise her right hand, read the certification oath "that the foregoing statements and attached explanations included" are "true and correct" to which she swore in the affirmative and subscribed before notary EKC. Ms. Reyna Vasquez was thanked for her willingness to serve, her honesty and the explanation on the questions in the application.

MOTION: Commissioner Maria Sanchez moved to allow Administrator Cargile to submit the packet with Ms. Reyna Vaquez' application and attachments to Commissioner's Court with a recommendation for her appointment to the Board of Emergency Services Commissioners for District 5, second by Vice-President Manuel Rodriguez. Discussion- President Bourcier stated that he understood this is supposed to go to the precinct Commissioners' and they present it to Commissioner's Court, EKC will send to both precinct Commissioners and the Court. Commissioner Sanchez asked if the application wording is going to be changed, stating that this position is voluntary. President Bourcier questioned who verifies the answers? EKC replied apparently, no one, then provided the application of a member who entered false information without

MEDINA COUNTY EMERGENCY SERVICES

DISTRICT NO. 5

Regular Meeting Minutes for June 20, 2024

consequence from the Commissioner's Court, to which the member stated "exactly, nothing happened to me", and tossed the application aside. President Bourcier asked NVFD Asst. Chief Gilbert Rodriguez (also Medina County Chief Deputy) "who provides oversight for criminal aspects of an ESD's actions?" NVFD Assistant Chief Gilbert Rodriguez responded it would be Medina County Sheriff's Office, District Attorney and if necessary, Texas Rangers, members would like follow up on the application process and vetting of such. Vote was taken to send Ms. Vasquez's application to CC, motion passed unanimously 4/0.

4. REPORT FROM SERVICE PROVIDERS:

A. Report and Presentations from LVFD-Member Angelo Stafford was present for questions, reports and receipts were emailed to BOESC.

a. Inform and requests-LVFD reported 5 calls in the MCESD#5 service area.

B. Report and Presentations from NVFD-Chief Chuck Brown was present for questions, reports and receipts were emailed to BOESC.

a. Recruitment & retention report-NVFD Treasurer Gilbert Rodriguez asked if the revenue for the 2023 ty will be released. Admin EKC stated that the current fiscal year budget session has yet to be reviewed and amended, this revenue is due to come from the SUT account that was recently opened at Lytle State Bank and will be available with 3rd quarter checks in July. Current amount stands at \$32,500.00, the 2022 ty budget amount was \$40,000.00, once transfers from the interest and sinking debt account are made the 2024 fy disbursement can be made.

b. Inform-Chief Brown informed that the grant apparatus was delivered, grant writer Albert Saldana has submitted all paperwork to the Texas Forestry Service and are waiting on final inspection required for grant reimbursement.

Request-Chief Brown requests that all questions and concerns from the BOESC be directed to him, as Chief for 37 years he has never encountered such gossip, rumors and negative comments critical of the NVFD, and does not like the Members' of the NVFD being disparaged in any manner, and no one Board member should act on behalf of the BOESC as a whole. Recent Wintergarden District meeting had persons commenting on statements made by a Commissioner about replacing the NVFD Chief. NVFD Secretary Potter-McHorse also requested that any action taken be under the guidance and approval of the entire BOESC, explaining that she was approached and publicly insulted at a local place where she volunteers. This person made it clear that she was asked by President Bourcier to fill an application for the BOESC 5 seat soon to be vacant. Additional information was provided regarding requests for NVFD run reports, member addresses and phone numbers to be made available for a new website being created by President Bourcier. Commissioner L. Rodriguez informed that Attorney Campbell advised under no circumstances should VFD run reports be on ESD website. President Bourcier will provide info on the website in July.

MEDINA COUNTY EMERGENCY SERVICES

DISTRICT NO. 5

Regular Meeting Minutes for

June 20, 2024

5. **PRESIDENT'S REPORT:**

- A. NVFD Station #1 remodel-postponed
- B. Great Oaks Subdivision fire station-President Bourcier updated the Board on the discussions during the Home Owner's Association, the need for the Bylaws to be changed before land purchased and the expense of architects brought in to build a new station. It was recommended that the HOA's attorney be allowed to confer with MCESD 5's attorney for further review on what actions can be taken.

MOTION: Secretary Sanchez moved to allow EKC to speak with Attorney Campbell regarding information he may have received from the Great Oaks HOA Attorney and to see what needs to be done to get a fire department in Great Oaks, preference would be to buy the existing building, second by Commissioner L. Rodriguez. Discussion-Commissioner Linda Rodriguez informed that as a previous member of the HOA board she was informed of items discussed and that no member of the District #5 Board should be making promises of a new building and architects, all action, comments and decisions should be made only with Board approval. There were no official BOESC #5 motions made of offering a new building, the new information of a second website (line item 4-B-b-requests) being created is addressed that no motion was ever made to allow for a 2nd website creation and the removal of such should be taken in this motion, the understanding is that the BOESC works together and no Commissioner should make any comments, advance any agenda, make any promises, or take any action without full Board discussion and motion to do so, motion amended to include said instructions (website not on the agenda and will be further discussed in July), being no further discussion; motion passed unanimously 4/0.

At this time Secretary Sanchez left, quorum remained intact with President Bourcier, Vice-President Manuel Rodriguez, and Treasurer Linda Rodriguez.

- C. Grant apparatus was discussed under item 4-B-b inform.
- D. Physicals for both VFD's- Devine VFD said no to participating in the physicals, NVFD is reaching out to other VFD's, postpone until July.

6. **TREASURER'S REPORT:**

- A. Final 2022 tax year / 2023 fiscal year budget proposal submitted for review and adoption (attached).

MOTION: Vice-President Manuel Rodriguez moved to adopt the proposed final 2023 fiscal year budget as presented, second by Treasurer Linda Rodriguez. Being no discussion, motion passed 3/0.

- B. Financial reports, QB reports and spreadsheet submitted presented to the Board.
- C. Board requests-none
- D. Administrative requests-EKC asked if President Bourcier found the external hard drive, he found several and did bring one but it is a different brand and will look for the "western digital" device.
- E. Admin EKC requested permission to look into purchasing new fire proof file cabinets for record keeping, she explained she has been trying to upload all hard

MEDINA COUNTY EMERGENCY SERVICES

DISTRICT NO. 5

**Regular Meeting Minutes for
June 20, 2024**

copies of records onto a new hard drive and both old fire safes cannot be locked leaving paper files vulnerable.

MOTION: VP Rodriguez moved to allow EKC check the costs of fire proof file cabinets, address in July, second by Treasurer Rodriguez, no discussion, passed 3/0.

F. Payments/Revenue- Invoices presented:

<u>PAYABLE</u>	<u>FOR</u>	<u>AMOUNT</u>	<u>CK #</u>
I&S to M&O	Extraco Bank	\$57,697.43	trnsfr
I&S to M&O	NVFD	337,746.08	trnsfr
E. Cargile	Administrator	\$2,000.00	970
BAJB	Legal fees	350.00	971
Total expenses		\$2,350.00	
Revenue received			
<u>REVENUE</u>	<u>FOR</u>	<u>AMOUNT</u>	<u>DATE</u>
Texas Comptroller	SUT- 5	\$13,768.90	6/11/24
Texas Comptroller	SUT-5A	3,512.44	6/11/24
Total revenue		\$17,281.34	

MOTION: Treasurer Linda Rodriguez moved to approve payments, second by Vice-President M. Rodriguez, Discussion-EKC advised the transfers are to repay the regular checking account for check #950 issued for debt loan on truck 289, and for check #965 from loan proceeds for the new grant apparatus, being no further discussion; motion passed unanimously 3/0.

G. Audit status-waiting letters for attorney and the bank to be received for signatures and mailing, EKC will deliver to President or Treasurer upon receipt. May need both signatures.

7. **DISCUSSION ITEMS FOR NEXT MONTH: -**

- A. Appointment of Ms. Reyna Vasquez
- B. Remodel / build new station #1
- C. 2024 fy budget session.
- D. VFD physicals update
- E. TX Comptroller SUT review and report.
- F. Website

8. **ADJOURNMENT:**

President Bourcier moved to adjourn the meeting, second by VP Rodriguez, the meeting was adjourned at 7:46 p.m.

Respectfully submitted,

Elizabeth K. Cargile
District Administrator

Motion: *Linda Rodriguez*
2nd: *MS*
Vote: *4/0*
M.R.