

# Walker County ESD # 3 – Board of Commissioners

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## Minutes for Regular Session June 9, 2023 at 6:30 p.m.

### GENERAL ITEMS

Prayer was led by Commissioner McCaffety.  
Pledge of Allegiance and Texas Pledge were performed.

#### 1. CALL TO ORDER

Walker County ESD #3 Board of Commissioners was called to order by President, Robert McCaffety at 6:30 p.m., at the Crabbs Prairie Volunteer Fire Station 41.

#### 2. ROLL CALL

Commissioner, Rob McCaffety	President	Present
Commissioner, Huey Campbell	Vice President	Present
Commissioner, Billy Don Avritt	Secretary	Absent
Commissioner, Mike Bilberry	Treasurer	Present
Commissioner, Floyd Garner	Assistant Treasurer	Present

#### 3. PRESENTATIONS BOARD/CITIZENS COMMENT

**ACTION:** None at this time

#### 4. APPROVAL OF MINUTES

Approve minutes of May 12, 2023, regular meeting;  
*Commissioner McCaffety presented information.*

**MOTION:** Made by Commissioner Bilberry to approve Minutes from May 12, 2023.  
**SECOND:** Made by Commissioner Garner.  
**VOTE:** Motion carried unanimously.

#### 5. Bookkeeper's Report including;

*Eric Johnston presented information.*

a. Authorize payment of bills/invoices;

**ACTION:** Eric Johnston presented information. Commissioner McCaffety also discussed and presented information.

b. Annual review of Order Regarding Annual Review of Rules, Policies and Code of Ethics for the Investment of District Funds;

**ACTION:** There was discussion on this with the Board.

c. Adopt Order Adopting Amended Budget for Fiscal Year Ending September 30, 2023;

**ACTION:** There was an amendment made to include the land investment.

*Commissioner McCaffety discussed the need to have a line item added for the new property. There was discussion regarding the fence which is further down on the agenda. Commissioner McCaffety*

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*asked Eric and Huey to report back next month regarding the fence and Tabled that part of it until the next meeting.*

**MOTION:** Made by Commissioner Campbell to approve Bookkeeper's Report; Authorize payment of bills/invoices; Annual review of Order Regarding Annual Review of Rules, Policies and Code of Ethics for the Investment of District Funds; Adopt Order Adopting Amended Budget for Fiscal Year Ending September 30, 2023.

**SECOND:** Made by Commissioner Garner.

**VOTE:** Motion carried unanimously.

6. Tax Assessor-Collector's Report, including authorize quarterly payment to Walker County Appraisal District for appraisal and collections budget allocations.  
*Commissioner McCaffety presented information.*

**MOTION:** Made by Commissioner Bilberry to approve Tax Assessor-Collector's Report; including authorize quarterly payment to Walker County Appraisal District for appraisal and collections budget allocations.

**SECOND:** Made by Commissioner Campbell.

**VOTE:** Motion carried unanimously.

7. CPVFD Fire Chief's Report, including:  
*Chief Justin Baack and Assistant Chief John French were present.*

a. fire operations;

**ACTION:** *There was an overview of calls, there were 70 calls for service.*

b. status of build of new fire truck;

**ACTION:** *There was an update on the build.*

c. status of procurement of District capital items through America Rescue Plan Act funding;

**ACTION:** *There was an update on the ARP funding.*

d. review and approve Asset Lease Agreement with CPVFD;

**ACTION:** *Table at this time per counsel.*

**MOTION:** Made by Commissioner Garner to approve CPVFD Fire Chief's Report, a. fire operations; b. status of build of new fire truck; c. status of procurement of District capital items through America Rescue Plan Act funding.

**SECOND:** Made by Commissioner Bilberry.

**VOTE:** Motion carried unanimously.

8. Status of closing on real estate for future station site development;  
*Commissioner McCaffety presented information. It has closed and is paid for. It is now the property of the ESD 3.*

**MOTION:** Made by Commissioner Campbell to accept status of closing on real estate for future station site development.

**SECOND:** Made by Commissioner Garner.

**VOTE:** Motion carried unanimously.

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9. Authorize requesting proposals to fence newly-acquired property;  
*Commissioner McCaffety presented information.*

**MOTION:** Made by Commissioner Bilberry to authorize requesting proposals to fence newly-acquired property.  
**SECOND:** Made by Commissioner Campbell.  
**VOTE:** Motion carried unanimously.

10. Webmaster's Report;  
*Bob Stoudt gave an update.*

**ACTION:** Webmasters Report received.

11. Discuss insurance renewal with VFIS (expires July 3<sup>rd</sup>);  
*Commissioner McCaffety presented information. Counsel will follow up with this.*

**MOTION:** Made by Commissioner Campbell to authorize our counsel to pursue the insurance renewal with VFIS.  
**SECOND:** Made by Commissioner Garner.  
**VOTE:** Motion carried unanimously.

12. Attorney's Report, including:  
a. review City of Huntsville vs. the District matters;  
*Regina gave an update on the City vs. District matters.*

**MOTION:** Made by Commissioner Campbell to accept Attorney's report.  
**SECOND:** Made by Commissioner Garner.  
**VOTE:** Motion carried unanimously.

13. Executive Session pursuant to Chapter 551, Texas Government Code, (Open Meetings Act) to discuss matters, as may be necessary; and

**ACTION:** None at this time.

14. Adjournment.  
*The next meeting is scheduled for July 14, 2023 at 6:30 p.m.*

**ACTION:** Commissioner McCaffety adjourned meeting at 7:12 p.m.

  
Secretary, Commissioner Billy Don Avritt

Minutes Approved on: 7-14-23

