

Walker County ESD # 3 – Board of Commissioners

Minutes for Regular Session January 13, 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	Present
Commissioner, Mike Bilberry	Treasurer	Present
Commissioner, Floyd Garner	Assistant Treasurer	Absent

3. PRESENTATIONS BOARD/CITIZENS COMMENT

ACTION: None Presented

4. Administration on Oaths of Office, execution of Affidavits of Commissioners and Statements of Officers;

Regina performed the swearing in of Mike Bilberry, Treasurer.

5. Election of Officers;

Commissioner McCaffety presented information.

MOTION: Made by Commissioner Bilberry to maintain the current Board as McCaffety, President; Campbell, Vice President; Avritt, Secretary; Bilberry, Treasurer; Garner, Assistant Treasurer.

SECOND: Made by Commissioner Avritt.

VOTE: Motion carried unanimously.

6. APPROVAL OF MINUTES

Approve minutes of December 9, 2022 regular meeting;

Commissioner McCaffety presented information.

MOTION: Made by Commissioner Campbell to approve Minutes from December 9, 2022 as presented.

SECOND: Made by Commissioner Bilberry.

VOTE: Motion carried unanimously.

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7. Review and approve audit report for Fiscal Year End September 30, 2022 and authorize necessary filings in the same;
Regina stated that this was not ready yet and it needs to be tabled until the next meeting.

MOTION: Made by Commissioner Campbell to postpone this until the next meeting.
SECOND: Made by Commissioner Bilberry.
VOTE: Motion carried unanimously.

8. Bookkeeper's Report and authorize payment of bills/invoices;
Eric Johnston presented report and discussed the income and expenses. Commissioner McCaffety went over the submitted invoices for approval.

MOTION: Made by Commissioner Campbell to approve Bookkeepers report and authorize payment of bills/invoices.
SECOND: Made by Commissioner Avritt.
VOTE: Motion carried unanimously.

9. Annual review of District fees of office and Expense Reimbursement Policy;
Regina stated this for review if anyone needs to. This if reimbursement for their conference and stuff.

MOTION: Made by Commissioner Avritt to decline the review of District fees of office and Expense Reimbursement Policy

Commissioner Bilberry stated he wanted to go and therefore would need to review this. There was a brief discussion. Commissioner Avritt asked if a Motion was needed to table this. Commissioner McCaffety stated there was not a Motion because he had not asked for one. Commissioner Avritt repeated he thought he had made a Motion. Commissioner Avritt asked to make a Motion. Commissioner McCaffety stated he was going to ask for a Motion to review. There was no review. Commissioner McCaffety asked for a Motion to decline item.

MOTION: Made by Commissioner Avritt to decline the review of District fees of office and Expense Reimbursement Policy
SECOND: Made by Commissioner Campbell.
VOTE: Motion carried unanimously.

10. Tax Assessor's Report;
Commissioner McCaffety gave an update.

MOTION: Made by Commissioner Bilberry to accept report.
SECOND: Made by Commissioner Campbell.
VOTE: Motion carried unanimously.

11. Web Master Report; Review web site maintenance needs and obtain proposals for the same;
Commissioner McCaffety gave an update and the need to find someone who can post for us. Regina stated they could do this and it would be included in the base rate the District already pays.

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MOTION: Made by Commissioner Campbell to accept counsels offer to be our webmaster.

SECOND: Made by Commissioner Avritt.

VOTE: Motion carried unanimously.

12. Crabbs Prairie Volunteer Fire Department Fire Chief's Report, including:

Chief Justin Baack presented information.

a. fire operations;

There was an overview of calls; there were 76 calls.

b. status of purchase of new fire truck;

There was discussion regarding the truck.

c. status of the Crabbs Prairie Fire Station construction and take necessary actions on same;

There was an update on the building and the open house.

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

There was an update on the ARP funding.

MOTION: Made by Commissioner Avritt to accept the Fire Chiefs report.

SECOND: Made by Commissioner Campbell.

VOTE: Motion carried unanimously.

13. Attorney's Report, including;

a. review City of Huntsville vs. the District matters;

Regina gave an update on the City vs. District matters. Litigation has ended.

b. review District future structure options;

Monica said there was no update at this time.

MOTION: Made by Commissioner Avritt to accept Attorney's Report.

SECOND: Made by Commissioner Bilberry.

VOTE: Motion carried unanimously.

14. 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.

15. Adjournment.

The next meeting is scheduled for February 10, 2023 at 6:30 p.m.

ACTION: Commissioner McCaffety adjourned meeting at 7:25 p.m.


Secretary, Commissioner Billy Don Avritt

Minutes Approved on: 2-10-2023

