

Walker County ESD # 3 – Board of Commissioners

Minutes for Regular Session February 9, 2024 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	Absent
Commissioner, Floyd Garner	Assistant Treasurer/Secretary	Present

3. PRESENTATIONS BOARD/CITIZENS COMMENT

None.

4. Review and approve audit report for fiscal year ended September 30, 2023 and authorize necessary filings of same;

Mrs. Jennifer Day with McCall, Gibson, Swedlund Barfoot PLLC, (CPA – Auditor) gave their report to the Board.

ACTION: Report received by the Board.

5. APPROVAL OF MINUTES

Approve minutes of the January 12, 2024 regular meeting;
Commissioner McCaffety presented information.

MOTION: Made by Commissioner Avritt to approve Minutes as presented.

SECOND: Made by Commissioner Campbell.

VOTE: Motion carried unanimously.

6. ELECTION AGENDA:

a. Adopt Order Calling Sales Tax Election for Saturday, May 4, 2024;

Regina Adams, presented information. There was discussion with the Board.

MOTION: Made by Commissioner Campbell to approve to adopt the Order Calling Sales Tax Election for Saturday, May 4, 2024.

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SECOND: Made by Commissioner Garner.

VOTE: Motion carried unanimously.

b. Approve Election Services Agreement and Joint Election Agreement with Walker County;

Regina Adams, presented information. There was discussion with the Board.

MOTION: Made by Commissioner Garner to approve Election Services Agreement and Joint Election Agreement with Walker County.

SECOND: Made by Commissioner Avritt.

VOTE: Motion carried unanimously.

c. Authorize payment to Walker County for joint election costs; and

Regina Adams, presented information. There was discussion with the Board.

MOTION: Made by Commissioner Campbell to approve Authorize payment to Walker County for joint election costs

SECOND: Made by Commissioner Garner.

VOTE: Motion carried unanimously.

d. Determine canvassing date for May 4, 2024 Sales Tax Election;

Regina Adams, presented information. There was discussion with the Board.

MOTION: Made by Commissioner Campbell to approve canvassing date for May 4, 2024 Sales Tax Election to be May 10, 2024.

SECOND: Made by Commissioner Avritt.

VOTE: Motion carried unanimously.

7. Bookkeeper's Report, including:

a. Authorize payment of bills/invoices;

Commissioner McCaffety went over each receipt presented by the CPVFD.

b. Review investment report and authorize investment of District funds, as necessary;

Eric Johnston presented information.

MOTION: Made by Commissioner Garner to accept Bookkeepers report.

SECOND: Made by Commissioner Campbell.

VOTE: Motion carried unanimously.

8. Tax Assessor-Collector's Report;

Commissioner McCaffety presented information.

MOTION: Made by Commissioner Campbell to accept the Tax Assessor's report.

SECOND: Made by Commissioner Garner.

VOTE: Motion carried unanimously.

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9. Webmaster's Report:

Bob Stoudt presented information.

MOTION: Made by Commissioner Garner to accept the Webmaster's report.

SECOND: Made by Commissioner Avritt.

VOTE: Motion carried unanimously.

10. CPVFD Fire Chief's Report, including:

Chief Justin Baack presented information.

a) Fire operations;

ACTION: *There was an overview of 81 calls.*

b) Status of conveyance of brush truck to the District;

ACTION: *Pending.*

c) Status of build of new fire truck;

ACTION: *Pending.*

d) Status of procurement of District capital items through America Rescue Plan Act funding;

ACTION: *There is a price increase from original budget of \$4,385.93. There was discussion to move around some line items in the budget to cover.*

e) Consider repairs to CPVFD pumper truck and take any necessary actions on same;

ACTION: *Pending for their ESD meeting at the end of the month.*

MOTION: Made by Commissioner Garner to approve as discussed.

SECOND: Made by Commissioner Avritt.

VOTE: Motion carried unanimously.

11. Approve Amendment to Lease Agreement with CPVFD for Vehicle Apparatus, Equipment and Stations;

Regina Adams presented information.

MOTION: Made by Commissioner Campbell to Amendment to Lease Agreement with CPVFD for Vehicle Apparatus, Equipment and Stations.

SECOND: Made by Commissioner Garner.

VOTE: Motion carried unanimously.

12. Appoint strategic planning committee for District's strategic plan preparation;

Commissioner McCaffety presented information. There was discussion on who would make up the committee.

MOTION: Made by Commissioner Garner to accept the following to be the committee: Commissioner McCaffety, Commissioner Campbell, Clint Willinburg, Aaron Ford and Keith Allen.

SECOND: Made by Commissioner Avritt.

VOTE: Motion carried unanimously.

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13. Status of preparation of Access Easement for District real property and take any necessary actions on same;

Commissioner McCaffety presented information.

MOTION: Made by Commissioner Campbell to approve preparation of Access Easement for District's real property.

SECOND: Made by Commissioner Garner.

VOTE: Motion carried unanimously.

14. Consider improvements to or to serve the District's real property and take any necessary actions on same;

Commissioner McCaffety presented information.

ACTION: Pending at this time. Table for the next meeting.

15. Attorney's Report;

Regina presented information.

ACTION: Report received by the Board.

16. 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.

17. Adjournment.

The next meeting is scheduled for March 8,, 2024 at 6:30 p.m.

ACTION: Commissioner McCaffety adjourned meeting at 7:44 p.m.


Secretary, Commissioner Billy Don Avritt

Minutes Approved on: 3-8-2024

