

Walker County ESD # 3 – Board of Commissioners

Minutes for Regular Session January 12, 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	Present
Commissioner, Floyd Garner	Assistant Treasurer	Present

3. PRESENTATIONS BOARD/CITIZENS COMMENT

None.

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

Regina administered the Oaths of office for Rob McCaffety, Huey Campbell and Billy Don Avritt.

5. Election of Officers;

Commissioner McCaffety presented information.

MOTION: Made by Commissioner Bilberry to leave the Commissioners as they are.
SECOND: Made by Commissioner Campbell.
VOTE: Motion carried unanimously.

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/Secretary	Present

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6. APPROVAL OF MINUTES

Approve minutes of the December 8, 2023 regular meeting;
Commissioner McCaffety presented information.

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

SECOND: Made by Commissioner Campbell.

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 Campbell to accept Bookkeepers report.

SECOND: Made by Commissioner Garner.

VOTE: Motion carried unanimously.

8. Annual Review of District Fees of Office and Expense Reimbursement Policy;

Regina presented information regarding the review.

MOTION: Made by Commissioner Avritt to accept the Review of District Fees of Office and Expense Reimbursement Policy.

SECOND: Made by Commissioner Billberry.

VOTE: Motion carried unanimously.

9. Tax Assessor-Collector's Report;

Commissioner McCaffety presented information.

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

SECOND: Made by Commissioner Billberry.

VOTE: Motion carried unanimously.

10. Webmaster's Report;

Bob Stoudt presented information.

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

SECOND: Made by Commissioner Garner.

VOTE: Motion carried unanimously.

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11. CPVFD Fire Chief's Report, including:

Chief Justin Baack presented information.

- a) Fire operations;
ACTION: *There was an overview of the 59 calls for December.*
- 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: *Scheduled to be delivered son and truck should be completed by the end of February.*
- 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.

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 Bilberry to accept Commissioner McCaffety and Commissioner Campbell to the Committee.

SECOND: Made by Commissioner Garner.

VOTE: Motion carried unanimously.

13. Review Local Sales and Use Tax Estimate Report, and take any necessary actions on same;

Commissioner McCaffety presented information.

MOTION: Made by Commissioner Campbell to accept the Local Sales and Use Tax Estimate Report.

SECOND: Made by Commissioner Garner.

VOTE: Motion carried unanimously.

14. 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 Garner to approve preparation of Access Easement for District's real property.

SECOND: Made by Commissioner Avritt.

VOTE: Motion carried unanimously.

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

Commissioner McCaffety presented information.

MOTION: Made by Commissioner Avritt to TABLE any improvements.
SECOND: Made by Commissioner Campbell.
VOTE: Motion carried unanimously.

16. Attorney's Report;

Regina presented information.

MOTION: Made by Commissioner Garner to approve Attorney's Report.
SECOND: Made by Commissioner Avritt.
VOTE: Motion carried unanimously.


17. 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.

18. Adjournment.

The next meeting is scheduled for February 9, 2024 at 6:30 p.m.

ACTION: Commissioner McCaffety adjourned meeting at 7:36 p.m.


Secretary, Commissioner Billy Don Avritt

Minutes Approved on: 2-9-24

