

Walker County ESD # 3 – Board of Commissioners

Minutes for Regular Session September 13, 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, Rob 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/Secretary	Absent

3. PUBLIC COMMENT

A lady spoke regarding the need for a duty crew. She lives on FM 2550 and has experienced an event where her husband almost passed away. It was the Walker County Sheriff's Office that saved her husband because the ambulance was over 20 minutes out. Our Community has grown. We need someone on staff to respond.

A lady named Marie also stated there is a need for a duty crew on this side of town.

4. APPROVAL OF MINUTES

Approve minutes of the August 9, 2024 regular and August 23, 2024 special workshop;

MOTION: Made by Commissioner Bilberry to approve Minutes as presented.
SECOND: Made by Commissioner Campbell.
VOTE: Motion carried unanimously.

5. Bookkeeper's Report, including:

a. authorize payment of bills/invoices; and
Eric Johnston presented information.

b. adopt Order Adopting Fiscal Year Ending September 30, 2025 Budget;
Commissioner McCaffety presented information. Regina stated that the Board has to adopt the Budget before setting the Tax Rate. Chief Baack stated that the Duty Crew is not in this Budget. Commissioner McCaffety stated he wanted to create a Committee between the Fire Department and the Board and bring back. This Budget will be adopted without the Duty

Walker County ESD # 3 – Board of Commissioners

Crew. Commissioner Bilberry spoke about the finance side of the Budget. He suggests to have a Finance Committee that can look at what options we can do for facilities, trucks and crews. There was discussion with the Board, and counsel and Fire Department. The Fire Department was asked to bring back information and they are prepared to present it. There was concerns why the Budget is being Adopted without the Board reviewing what was asked to bring back. Counsel spoke regarding the Tax rate and the review of that rate for revenue projections. This is all draft until it is Adopted.

MOTION: Made by Commissioner Bilberry to approve Bookkeeper's Report, including authorize payment of bills/invoices as presented and to approve Order Adopting Fiscal Year Ending September 30, 2025 Budget.
SECOND: Made by Commissioner Campbell.
VOTE: Motion carried unanimously.

MOTION: Made by Commissioner Bilberry to form a Finance Committee to consist of Commissioner McCaffety, Commissioner Bilberry, Crabbs Prairie VFD Chief Justin Baack and Eric Johnston.

AMEND MOTION: Made by Commissioner McCaffety to amend motions as he politely declines to be a member of the it and puts Commissioner Garner in his place.

SECOND: Made by Commissioner Campbell.
VOTE: Motion carried unanimously.

There was discussion on appointing an alternate.

MOTION: Made by Commissioner Bilberry to appoint Commissioner Campbell as an alternate.

SECOND: Made by Commissioner McCaffety.
VOTE: Motion carried unanimously.

6. Tax Assessor-Collector's Report including:
Regina presented information.

MOTION: Made by Commissioner Bilberry to approve Tax Assessor-Collector's report.
SECOND: Made by Commissioner Avritt.
VOTE: Motion carried unanimously.

7. Public hearing regarding proposed 2024 tax rate;

ACTION: *Hearing began (time not stated)*
There was discussion on rate and information on the new tax rate.
ACTION: *Hearing ended (time not stated)*

Walker County ESD # 3 – Board of Commissioners

8. **Adopt Order Setting Rate and Levying Tax for 2024;**
Commissioner McCaffety presented information.

MOTION: Made by Commissioner Bilberry to Adopt Order Setting Rate and Levying Tax for 2024 at .10 cents.
SECOND: Made by Commissioner Avritt.
VOTE: Motion carried unanimously.

RECORD VOTE:

Commissioner McCaffety	For
Commissioner Campbell	For
Commissioner Avritt	For
Commissioner Garner	Absent
Commissioner Bilberry	For

9. **Webmaster's Report;**

ACTION: Table at this time

10. **Review potential available grants and authorize application for same, as necessary;**

ACTION: Table at this time.

11. **CPVFD Fire Chief's Report, including:**

a) Fire operations;

ACTION: *There was an overview from Chief Baack.*

b) Status of repairs to CPVFD pumper truck and take any necessary actions on same;

ACTION: *Update given.*

c) Consider requests for acquisition of capital item(s) or amendments to previously-approved requests and take any necessary action on same;

ACTION: *None*

MOTION: Made by Commissioner Campbell to approve Fire Chief's report.
SECOND: Made by Commissioner Avritt.
VOTE: Motion carried unanimously.

12. **Review Statements of Qualifications for geotechnical engineering services for the District's future station site development and take any necessary actions on same;**

Commissioner McCaffety presented information.

MOTION: Made by Commissioner McCaffety to accept the proposal of qualifications from Geotech Engineering and Testing Service to provide a soil test for our Highway 30 project.
SECOND: Made by Commissioner Bilberry.
VOTE: Motion carried unanimously.

Walker County ESD # 3 – Board of Commissioners

13. Consider request for Qualification for additional professional services for the development and construction of the District's future station, and take any necessary action on the same;

ACTION: TABLE

14. Review and accept bids for clearing of future station site, and take any necessary action on the same;

Commissioner McCaffety presented information. There are 3 bids that were turned in. One from Oliphants for \$18,000. One from Clopton for \$15,000 and one from Grisham for \$18,050. There was discussion with the Court and Counsel.

MOTION: Made by Commissioner Campbell to accept the lowest bid from Clopton Brothers to clear the land for \$15,000.

SECOND: Made by Commissioner Bilberry.

VOTE: Motion carried unanimously.

15. Determine construction delivery method for the District's future station;

ACTION: TABLE

16. Review and adopt Order Adopting Rules and Policies for recording Public Meetings;

Commissioner McCaffety presented information and concerns. There was discussion with the Court and Counsel.

MOTION: Made by Commissioner Campbell to Adopter the Order presented in the meeting from the proposal from Counsel.

SECOND: Made by Commissioner Avritt.

VOTE: Motion carried unanimously.

17. Attorney's Report;

Regina presented information. She spoke that if and when a Duty Crew is set up the Contract with the ESD and the Fire Department will have to be updated. As well as any finance, bonds, leases etc. as the District grows.

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

SECOND: Made by Commissioner Avritt.

VOTE: Motion carried unanimously.

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

None

Walker County ESD # 3 – Board of Commissioners

19. Adjournment.

The next meeting is scheduled for October 11, 2024 at 6:30 p.m.

There was discussion on moving the meeting to a Thursday night instead of a Friday.

ACTION: Commissioner McCaffety adjourned meeting at 8:19 p.m.


Secretary, Commissioner Billy Don Avritt

Minutes Approved on: 10-11-24

