

# Walker County ESD # 3 – Board of Commissioners

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## Minutes for Regular Session October 11, 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 6:31 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

*None.*

#### 4. APPROVAL OF MINUTES

Approve minutes of the September 13, 2024 regular meeting;

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

#### 5. Ratify amendment to budget for Fiscal Year Ending September 30, 2024;

*Regina and Eric presented information.*

**MOTION:** Made by Commissioner Campbell to approve amendment to budget for Fiscal Year Ending September 30, 2024 as presented.  
**SECOND:** Made by Commissioner Avritt.  
**VOTE:** Motion carried unanimously.

#### 6. Bookkeeper's Report, including authorize payment of bills/invoices;

*Eric Johnston presented information.*

**MOTION:** Made by Commissioner Avritt to approve paying bills.  
**SECOND:** Made by Commissioner Campbell.  
**VOTE:** Motion carried unanimously.

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7. **Finance Committee Report, including consider items to be financed with tax-exempt debt;**

**ACTION:** Pass at this time.

8. **Tax Assessor-Collector's Report including;**  
*Regina presented information.*

**MOTION:** Made by Commissioner Campbell to approve Tax Assessor-Collector's report as presented.

**SECOND:** Made by Commissioner Bilberry.

**VOTE:** Motion carried unanimously.

9. **Webmaster's Report;**  
*Bob Stoudt presented information.*

**MOTION:** Made by Commissioner Avritt to approve Webmaster's report as presented.

**SECOND:** Made by Commissioner Campbell.

**VOTE:** Motion carried unanimously.

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

**MOTION:** Made by Commissioner Campbell to approve update as presented.

**SECOND:** Made by Commissioner Bilberry.

**VOTE:** Motion carried unanimously.

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:** *Can take off future agendas.*

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

**ACTION:** *Update given.*

d) Review CPVFD volunteer stipend plan and related policies and take any necessary action on same;

**ACTION:** *Update given.*

e) Discuss Texas Emergency Services Retirement System program and take any necessary actions on same;

**ACTION:** *Update given.*

**MOTION:** Made by Commissioner Avritt to approve Fire Chief's report.

**SECOND:** Made by Commissioner Campbell.

**VOTE:** Motion carried unanimously.

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- 12. Review amendment to Service Agreement with CPVFD regarding duty crew;**  
*Discussion with Regina and the Board.*

**ACTION:**           **There was a discussion.**

- 13. Consider proposal and associated contract for geotechnical engineering services from Geotech Engineering and Testing for the District's future station site development and take any necessary actions on same;**  
*There was discussion with the Board.*

**MOTION:**           **Made by Commissioner Campbell to accept proposal and associated contract for geotechnical engineering services from Geotech Engineering and Testing for the District's future station site development as presented.**

**SECOND:**           **Made by Commissioner Avritt.**

**VOTE:**               **Motion carried unanimously.**

- 14. Consider requesting qualifications for additional professional services for the development and construction of the District's future station;**  
*Commissioner McCaffety presented information.*

**MOTION:**           **Made by Commissioner Bilberry to consider requesting qualifications for additional professional services for the development and construction of the District's future station as presented.**

**SECOND:**           **Made by Commissioner Campbell.**

**VOTE:**               **Motion carried unanimously.**

- 15. Status of clearing of future station site, and take any necessary action on same;**  
*Commissioner McCaffety presented information.*

**MOTION:**           **Made by Commissioner Campbell to accept the update on status of clearing future station site.**

**SECOND:**           **Made by Commissioner Avritt.**

**VOTE:**               **Motion carried unanimously.**

- 16. Determine construction delivery method for the District's future station;**

**ACTION:**           **TABLE**

- 17. Authorize Commissioner attendance at SAFE-D Annual Conference;**  
*Commissioner McCaffety presented information.*

**MOTION:**           **Made by Commissioner Campbell to approve attendance.**

**SECOND:**           **Made by Commissioner Avritt.**

**VOTE:**               **Motion carried unanimously.**

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**18. Discuss and authorize letter of recommendation to Walker County Commissioner's Court in connection with Commissioner appointment(s);**

*Commissioner McCaffety presented information.*

**MOTION:** Made by Commissioner Campbell to authorize letter of recommendation to Walker County Commissioner's Court as presented.  
**SECOND:** Made by Commissioner Avritt.  
**VOTE:** Motion carried unanimously.

**19. Consider change to regular meeting date(s);**

*Commissioner McCaffety presented information.*

**MOTION:** Made by Commissioner Bilberry to authorize the change of the Public Meetings to the 2<sup>nd</sup> Thursday of the Month at 6:30 p.m.  
**SECOND:** Made by Commissioner Avritt.  
**VOTE:** Motion carried unanimously.

**20. Attorney's Report;**

*Regina presented information.*

**MOTION:** Made by Commissioner Campbell to accept the Attorney's Report.  
**SECOND:** Made by Commissioner Bilberry.  
**VOTE:** Motion carried unanimously.

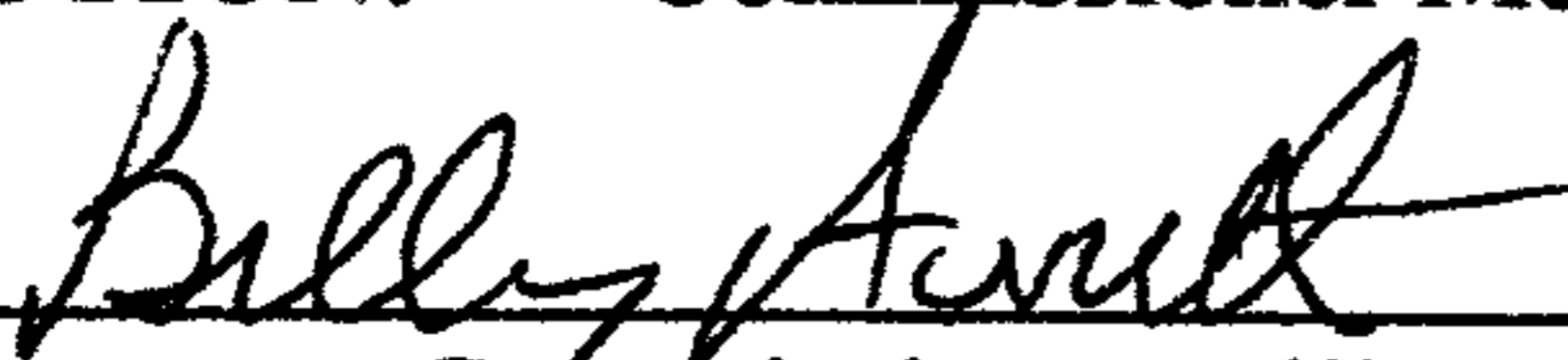
**21. Executive Session pursuant to Chapter 551, Texas Government Code, (Open Meetings Act) to discuss matters, as may be necessary; and**

None

**22. Adjournment.**

*The next meeting is scheduled for November 14, 2024 at 6:30 p.m.*

**ACTION:** Commissioner McCaffety adjourned meeting at 7:34 p.m.

  
Secretary, Commissioner Billy Don Avritt

Minutes Approved on: 11-14-24

