Minutes for Regular Session
November 13, 2025 at 6:30 p.m.

GENERAL ITEMS

Prayer was led by Bob Stoudt.
Pledge of Allegiance and Texas Pledge were performed.

1. **CALL TO ORDER**

Walker County ESD #3 Board of Commissioners was called to order by Vice President, Huey Campbell at 6:30 p.m., at the Crabbs Prairie Volunteer Fire Station 41.

2. **ROLL CALL**

Commissioner, Rob McCaffety	President	Absent
Commissioner, Huey Campbell	Vice President	Present
Commissioner, Billy Don Avritt	Secretary	Present
Commissioner, Mike Bilberry	Treasurer	Present
Commissioner, Vacant	Assistant Treasurer	Vacant

3. **PRESENTATIONS BOARD/CITIZENS COMMENT**

None presented

4. **Approve minutes of the October 9, 2025 regular meeting;**
Commissioner Campbell presented information.

MOTION: Made by Commissioner Bilberry to APPROVE Minutes as presented.
SECOND: Made by Commissioner Avritt.
VOTE: Motion carried.

5. **Accept Resignation from Commissioner Garner;**
Commissioner Campbell presented information.

MOTION: Made by Commissioner Bilberry to APPROVE Resignation.
SECOND: Made by Commissioner Avritt.
VOTE: Motion carried.

6. **Execute Affidavit of Commissioner and Statement of Appointed Officer and administer Oath of Office;**
Commissioner Campbell presented information. Regina Adams executed the paperwork and gave the Oath.

ACTION: **David Warner was sworn in as Commissioner to serve the District.**

7. **Elect Officers and make Committee appointments as necessary;**
Commissioner Campbell presented information.

MOTION: **Made by Commissioner Bilberry to APPROVE to remove Huey Campbell and add David Warner.**
SECOND: **Made by Commissioner Avritt.**
VOTE: **Motion carried.**

MOTION: **Made by Commissioner Bilberry to APPROVE appoint David Warner as Assistant Treasurer.**
SECOND: **Made by Commissioner Avritt.**
VOTE: **Motion carried.**

Building Committee: Rob McCaffety, Huey Campbell, John French, Justin Baack, Will Wheeler
Finance Committee: Mike Bilberry, Justin Baack, John French, David Warner

8. **Bookkeeper's Report, including:**

b. review investment report;
Eric Johnston presented information.

a. authorizes payment of bills/invoices;
Commissioner Campbell presented information.

MOTION: **Made by Commissioner Avritt to APPROVE items (a) and (b) as presented.**
SECOND: **Made by Commissioner Warner.**
VOTE: **Motion carried.**

9. **Finance Committee Report;**
Commissioner Bilberry presented information.

MOTION: **Made by Commissioner Avritt to APPROVE Finance Committee Update.**
SECOND: **Made by Commissioner Bilberry.**
VOTE: **Motion carried.**

10. **Status of purchase of apparatus(Pumper Truck):**
Commissioner Campbell presented information.

MOTION: Made by **Commissioner Warner** to APPROVE status update.
SECOND: Made by **Commissioner Avritt.**
VOTE: Motion carried.

11. **Building Committee Report, including:**

a. re-designate construction delivery method to competitive sealed proposals for proposed fire station and;
Regina Adams presented information.

MOTION: Made by **Commissioner Bilberry** to APPROVE as presented.
SECOND: Made by **Commissioner Warner.**
VOTE: Motion carried.

b. authorize requests for qualifications for architectural services for the design of a Fire Station;
There was discussion with the Court and Counsel.

MOTION: Made by **Commissioner Avritt** to APPROVE as presented.
SECOND: Made by **Commissioner Warner.**
VOTE: Motion carried.

12. **Tax Assessor-Collector's Report;**
Commissioner McCaffety presented information.

ACTION: None at this time.

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

MOTION: Made by **Commissioner Avritt** to APPROVE as presented.
SECOND: Made by **Commissioner Warner.**
VOTE: Motion carried.

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

ACTION: TABLE at this time.

15. **CPVFD Fire Chief's Report, including:**
Chief Justin Baack presented information.

a) Fire operations and personnel procurement;
A review was given.

b) consider requests for acquisition of capital item(s) or amendments to previously-approved requests, including truck purchase, and take any necessary action on same;
A review was given.

MOTION: **Made by Commissioner Warner to APPROVE Chief's report as presented.**
SECOND: **Made by Commissioner Avritt.**
VOTE: **Motion carried.**

c) status of transfer of ownership of all CPVFD – owned vehicles to the District;
Pending photos at this time.

ACTION: **Table at this time.**

16. Attorney's Report;
Regina gave an update.

MOTION: **Made by Commissioner Warner to APPROVE Attorney's Report.**
SECOND: **Made by Commissioner Avritt.**
VOTE: **Motion carried.**

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

ACTION: **None**

18. Adjournment;
The next Regular meeting will be December 11, 2025 at 6:30 p.m.

ACTION: Commissioner Campbell adjourned meeting at 7:21 p.m.

Billy Avritt
Secretary, Commissioner Billy Don Avritt
Minutes Approved on: 12-11-25

WALKER COUNTY EMERGENCY SERVICES DISTRICT NO. 3
WALKER COUNTY
TEXAS