

# Caldwell County Emergency Services District #3

## Board Meeting MINUTES

June 12, 2025

Board Meeting held at the Martindale Volunteer Fire Department located at:  
111 Lockhart Street, Martindale, TX 78655

1. Meeting called to order at 6:32 pm
  - (a) Commissioners Present: Bill Hamilton, David Murdoch, Robert Moreno, Josie Martinez  
Absent: Mark Jungers                      Also in Attendance: Laurel Schuelke
  - (b) Quorum present
2. **Review and approve Minutes** from the April 9, 2025 Board meeting (There was no quorum for the May 8, 2025 meeting) – Robert Moreno motioned to approve the minutes as written – Josie Martinez 2<sup>nd</sup> – Passed 3-0 (David Murdoch abstained due to being absent for the meeting on April 9.)
3. **Reports**
  - (a) Call Report from MVFD – There were 23 calls responded to in April and 36 calls in May.
  - (b) Financial Report – Presented by Josie Martinez
  - (c) Audit Update – Bill Hamilton reported that the audit was completed and turned into the County on 5-30-25.
  - (d) Employee Handbook – There was no discussion this month.
  - (e) New Bank Accounts update – The new 13 mo. CD at Frost Bank was opened with Glacier Bank. An application for all Board Members to fill out was presented.
  - (f) B63 upgrade – Bill Hamilton reported that the grant funds expected by MVFD from Texas Forestry Service were received in the amount of \$20,000 and there will not be a need for the \$2,000 match.
  - (g) Building update – Bill Hamilton reported that there is a slow down in the processing of the loan at the USDA due to staffing issues. A letter for clarifications of some details was received and responded to. The ESD is now waiting on a reply from the USDA.
4. **Discussion / Action items:**
  - (a) Chief's items for discussion – no submissions received this month.
  - (b) Removal of gravel from new station property – There has been no one who wants the gravel so far, since it is road base it may be useable as the temporary driveway and parking lot.
  - (c) Review and approve expenses – Bill Hamilton motioned to approve payment of the VISA card in the amount of \$1,919.52 for May and \$1,800.25 for June by auto draft; \$914.20 to Blue Layer for IT services; \$275.64 to Ken Campbell for legal fees; \$1,418.82 to CCAD for Q3 Appraisal fees, \$428.81 to CCAD for Q3 Collection fees; \$96.88 to Drew Schulle for reimbursement, \$26.42 to Logan Mussey for reimbursement, \$2,223.71 to ESO for software, \$152.25 to Fuego for fire and rescue supplies; and \$75 to Richard Contreras for lawn maintenance – David Murdoch 2<sup>nd</sup> – Passed 4-0.
5. Announcements: None
6. Set next meeting time and date – **Thursday 7-10-2025** – 6:30pm
7. Meeting adjourned at 8:21pm