

Caldwell County Emergency Services District #3

Board Meeting MINUTES

March 9, 2023

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

1. Call meeting to order at 6:32 pm
 - (a) Roll call: Commissioners Present - Bill Hamilton, Mark Jungers, Robert Moreno, David Murdoch, Josie Martinez Also in Attendance: Laurel Schuelke, Chief Chris Germer
 - (b) Quorum present
2. Review and approve Minutes from the February 9, 2023 meeting - Motion made by Mark Jungers to accept minutes as written – David Murdoch 2nd – PASSED 5-0
3. **Reports**
 - (a) Call Report from MVFD – 29 Calls in February, 28 made, 1 missed
 - (b) Financial Report presented by Josie Martinez
 - (c) 2022 Audit update – Laurel Schuelke reported that documents requested by auditor have been uploaded into their portal. There has been no follow up on their end.
 - (d) Building update - Bill Hamilton reported that Hobson Builders completed work on the sewer line. TxDot has approved the 50' driveway request.
There will need to be an underground drain straight to the dentition pond.
4. **Discussion / Action items**
 - (a) Fire/Rescue – requests for approval – Invoices for B61 repairs by Siddens Martin and MES charges for the Gear Project were received.
 - (b) Review and approve expenses - Bill Hamilton motioned to approve regular operating expenses, as well as \$1,096.28 to MES for the Gear Project, \$2,967.63 to Sidden Martins from the FY2021-2022 holdover funds for B61 upgrades, \$30,000 to GKZ for architectural services, \$30,630 to Hobson Builders for the sewer line, \$4225 to VFIS for auto insurance and \$1,198.68 to MVFD to reimburse for debit card usage - Mark Jungers 2nd - PASSED 5-0
 - (c) Administrative position - Bill Hamilton will call the attorney to get best practices prior to posting the job and hiring and regarding creating an employee manual.
 - (d) Runoff water drainage line – complete and payment approved.
 - (e) ESD shirts – Robert Moreno presented a proof of a logo for suggestions.
5. No Announcements
6. Set next meeting time and date – **Thursday 3-9-2023** – 6:30pm
7. Adjournment - Mark Jungers motioned to adjourn at 8:23 – Josie Martinez 2nd – PASSED 5-0