

Caldwell County Emergency Services District #3
Special Board Meeting
MINUTES
September 28, 2023

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

1. Call meeting to order at 6:28 pm
 - (a) Roll Call: Commissioners Present – Bill Hamilton, Mark Jungers, Robert Moreno, David Murdoch, Josie Martinez Also in Attendance: Laurel Schuelke, Bill Glaze, Katherine Glaze, Joe Mahlie, Matt Tanksley
 - (b) Quorum present
2. **Discussion / Action items**
 - (a) Driveway bid – Bill Hamilton reported that TX DOT has granted an extension to start the driveway until 3/1/24.
AMC submitted a revised bid on the driveway for a total of \$147,177 that includes traffic control, soil testing and surveying; 50% due at mobilization and 50% upon completion. Mark Jungers motioned to accept the AMC bid for the driveway apron bid of \$147,177 – Robert Moreno 2nd – PASSED 5-0
 - (b) Employment attorney – Robert Moreno presented an engagement letter from Coveler & Peeler, PC to retain their services. There is not a retainer fee, but a fee schedule for their different services was included. Robert Moreno motioned to accept and sign the engagement letter for employer's legal counsel with Coveler & Peeler, PC – Mark Jungers 2nd – PASSED 5-0.
 - (c) Water corporation membership – Bill Hamilton reported that Martindale Water Supply has an application fee of \$1,550 for the installation of a water meter at the new fire station site. Bill Hamilton motioned to fill out the application and approve payment of the \$1,550 fee to Martindale Water Supply - Josie Martinez 2nd – PASSED 5-0.
 - (d) Finalize/ approve budget – After discussion and final updates of the FY 2023-2024 Budget David Murdoch motioned to approve an Operating Budget of \$295,984 for FY 2023-2024 - Josie Martinez 2nd – PASSED 5-0.
3. Announcements: (No action or in-depth discussions – Events or items of general interest)
4. Next meeting time and date – **Thursday 10-12-2023** – 6:30pm
5. Adjournment – Josie Martinez motioned to adjourn at 7:30