

THE STATE OF TEXAS §

COUNTY OF VICTORIA §

Be it remembered that on this the **12th day of December A.D., 2022**, the Commissioners Court convened in **Regular Session** at the Victoria County Courthouse in the City of Victoria, Victoria County, Texas, with His Honor, Ben Zeller, County Judge, presiding and the following Commissioners attending:

Danny Garcia,	Commissioner Precinct No. 1	
Kevin M. Janak,	Commissioner Precinct No. 2	
Gary Burns,	Commissioner Precinct No. 3	Absent
Clint C. Ives,	Commissioner Precinct No. 4	Absent
and		
Heidi Easley,	County Clerk and Ex-Officio Clerk	



COUNTY OF VICTORIA

MINUTES

COMMISSIONERS' COURT OF VICTORIA COUNTY, TEXAS

MONDAY, DECEMBER 12, 2022, 10:00 AM, REGULAR TERM

VICTORIA COUNTY COURTHOUSE

115 N. BRIDGE ST., ROOM 241, SECOND FLOOR, VICTORIA, TX

1. Call to Order.

(1-0:00)

1. December 12, 2022. Ben Zeller, County Judge, called to order the Commissioners Court Regular Term for Monday, December 12, 2022 at 10:00 a.m.

2. Invocation and Pledges.

(2-0:00)

2. December 12, 2022. Judge Ben Zeller opened the meeting with prayer and the reciting of the Pledges of Allegiance of the United States of America and the State of Texas.

3. Citizens Communication.

(3-1:08)

3. December 12, 2022. Judge Ben Zeller opened the meeting to anyone wishing to address general County business which was not on the meeting agenda.

Former County Judge Don Pozzi thanked Commissioner Kevin Janak and Commissioner Clint Ives for their dedicated service with Victoria County. Commissioner Janak responded to Mr. Pozzi.

Scott Buchanan expressed his gratitude to Victoria County and everyone that helped find his son last week.

Commissioner Kevin Janak stated Victoria County is blessed to have the Victoria County Emergency Management Office.

Hearing no further comments, Judge Ben Zeller continued to the next agenda item.

4. Consider approval of minutes and take appropriate action.

(4-5:26)

4. December 12, 2022. Moved by Kevin Janak and seconded by Danny Garcia, the Commissioners Court approved the minutes of the Commissioners Court meeting held on December 5, 2022. Motion adopted.

5. Consider approval of accounts payable and take appropriate action.

(5-5:40)

5. December 12, 2022. Moved by Kevin Janak and seconded by Danny Garcia, the Commissioners Court approved the accounts payable as presented by Michelle Samford, County Auditor.

Regular Accounts	12/12/2022	\$1,147,307.86
Supplemental Accounts	12/2/2022 – 12/8/2022	\$178,964.20

Motion adopted.

6. Receive monthly and quarterly reports from various county officials and departments and take appropriate action.

(6-6:10)

6. December 12, 2022. Moved by Danny Garcia and seconded by Kevin Janak, the Commissioners Court received the monthly reports from the County Judge; Commissioners, Precincts Nos. 1-4; County Treasurer; District Clerk; Criminal District Attorney; Tax Assessor Collector; County Auditor; Sheriff; Justice of the Peace, Precinct No. 4; and Constables, Precincts Nos. 1 - 4. Motion adopted.

7. Consider approval of bond forfeiture releases and take appropriate action.

(7-6:45)

7. December 12, 2022. None. No action taken.

8. Consider approval of CMC Interim vendor payments and take appropriate action.

(8-6:53)

8. December 12, 2022. Moved by Danny Garcia and seconded by Kevin Janak, the Commissioners Court approved the interim vendor payments for Citizens Medical Center dated December 8, 2022 in the amount of \$486,301.69 and the ACH report dated December 8, 2022 in the amount of \$1,517,467.08. Motion adopted.

9. Receive notice of project selection for DR-4485 Hazard Mitigation Grant Program (HMGP) application for the Victoria County Regional Emergency Operations Safe Room project and take appropriate action.

(9-7:23)

9. December 12, 2022. County Judge Zeller explained this application and project to the Court. Jena West with Emergency Management Office and County Engineer John Johnston answered questions from the Court. Moved by Kevin Janak and seconded by Danny Garcia, the Commissioners Court received the notice of project selection for DR-4485 Hazard Mitigation Grant Program (HMGP) application for the Victoria County Regional Emergency Operations Community Safe Room project. Motion adopted.

- 10. Receive FY 2023 Victoria County Liability Coverage Renewal with Texas Association of Counties for the coverage period of January 1, 2023 - December 31, 2023, and consider authorization of payment for invoice No. 33718 and take appropriate action.**
(10-17:31)

10. December 12, 2022. Compliance Specialist Sarah Hamman provided information to the Court. Moved by Danny Garcia and seconded by Kevin Janak, the Commissioners Court received the FY 2023 Victoria County Liability Coverage Renewal with Texas Association of Counties for the coverage period of January 1, 2023 - December 31, 2023 and authorized the payment for invoice no. 33718. Motion adopted.

- 11. Consider approval of the request for payment to Constar Construction in the amount of \$169,461.00 in Grant Funds in connection to the CDBG Hurricane Disaster Recovery Program Contract No. 20-065-094-C262 and take appropriate action.**
(11-19:10)

11. December 12, 2022. Grant Specialist Maddison Heibel provided information to the Court. Moved by Kevin Janak and seconded by Danny Garcia, the Commissioners Court approved the request for payment to Constar Construction in the amount of \$169,461.00 in Grant Funds in connection to the CDBG Hurricane Disaster Recovery Program Contract No. 20-065-094-C262. Motion adopted.

- 12. Consider approval of the payment request to Grantworks in the amount of \$4,630.46 in connection with TX-CDBG contract No. 20-066-004-C033 Hurricane Harvey Buyout/Acquisition - General Land Office (GLO) and take appropriate action.**
(12-20:26)

12. December 12, 2022. Maddison Heibel, Grant Specialist, provided information to the Court. Moved by Kevin Janak and seconded by Danny Garcia, the Commissioners Court approved the payment request to Grantworks in the amount of \$4,630.46 in connection with TX-CDBG Contract No. 20-066-004-C033 Hurricane Harvey Buyout/Acquisition-General Land Office (GLO). Motion adopted.

- 13. Consider approval of Construction Change Order No. 8 for Udelhoven Oilfield Services, Inc. in relation to Community Development Block Grant (CDBG) Contract No. 7219451 and take appropriate action.**
(13-21:11)

13. December 12, 2022. Grant Specialist Maddison Heibel provided information to the Court. Moved by Kevin Janak and seconded by Danny Garcia, the Commissioners Court approved the Construction Change Order No. 8 for Udelhoven Oilfield System Services, Inc. in relation to Community Development Block Grant (CDBG) Contract No. 7219451. Motion adopted.

14. Consider approval of the following items in connection to the Texas Department of Agriculture (TDA) 2023 Texas Community Development Block Grant Program (TxCDBG) and take appropriate action:

a. Establish a selection review committee for the Request for Proposals (RFP) for Administrative Services.

(14a-22:19)

14a. December 12, 2022. Moved by Danny Garcia and seconded by Kevin Janak, the Commissioners Court approved to establish a selection review committee of Danny Garcia, Commissioner, Precinct No. 1; Robin Knipling, Grant Administrator; and Michelle Samford, County Auditor, for the Request for Proposals (RFP) for Administrative Services in connection to the Texas Department of Agriculture (TDA) 2023 Texas Community Development Block Grant Program (TxCDBG). Motion adopted.

Consider approval of the following items in connection to the Texas Department of Agriculture (TDA) 2023 Texas Community Development Block Grant Program (TxCDBG) and take appropriate action:

b. Establish a selection review committee for the Request for Qualifications (RFQ) for Engineering Services.

(14b-22:19)

14b. December 12, 2022. Moved by Danny Garcia and seconded by Kevin Janak, the Commissioners Court approved to establish a selection review committee of Danny Garcia, Commissioner, Precinct No. 1; John Johnston, County Engineer; Robin Knipling, Grant Administrator; and Billy McCaskill, Bloomington Water District Board President, for the Request for Qualifications (RFQ) for Engineering Services in connection to the Texas Department of Agriculture (TDA) 2023 Texas Community Development Block Grant Program (TxCDBG). Motion adopted.

15. Consider the following items for the Victoria County Health Department and take appropriate action:

a. Approval of the Regional Local Services System (RLSS)/LPHS Contract No. HHS001029800001 Amendment No. 1.

(15a-23:47)

15a. December 12, 2022. Public Health Director David Gonzales provided information to the Court. Moved by Kevin Janak and seconded by Danny Garcia, the Commissioners Court approved the Regional Local Services System (RLSS)/LPHS Contract No. HHS001029800001 Amendment No. 1 for the Victoria County Public Health Department. Motion adopted.

Consider the following items for the Victoria County Health Department and take appropriate action:

b. Approval of the Indirect Cost Rate Agreement with Texas Health and Human Services.

(15b-23:47)

15b. December 12, 2022. David Gonzales, Public Health Director, provided information to the Court. Moved by Kevin Janak and seconded by Danny Garcia, the Commissioners Court approved the Indirect Cost Rate Agreement with Texas Health and Human Services for the Victoria County Public Health Department. Motion adopted.

Consider the following items for the Victoria County Health Department and take appropriate action:

c. Receive for the record the fully executed renewal of CPS/Hazards Contract No. 537-18-0181-00001 Amendment No. 07.

(15c-23:47)

15c. December 12, 2022. Public Health Director David Gonzales provided the Court with information. Moved by Kevin Janak and seconded by Danny Garcia, the Commissioners Court received for the record the fully executed renewal of CPS/Hazards Contract No. 537-18-0181-00001 Amendment No. 07 for the Victoria County Public Health Department. Motion adopted.

- 16. Consider approval of Resolution No. 2022-0104 for a donation in the amount of \$200.00 to Victoria County Animal Services and take appropriate action.**

(16-25:10)

16. December 12, 2022. Mark Sloat, Animal Services Director, provided the Court with information. Moved by Kevin Janak and seconded by Danny Garcia, pursuant to Local Government Code §81.032, the Commissioners Court approved Resolution No. 2022-0104 for a donation in the amount of \$200.00 from Six E. Investments, Elder Ranch to be utilized for and dedicated to Victoria County Animal Services. Motion adopted.

- 17. Consider approval of Order No. 2022-0105 Ratifying Purchases of Certificates of Deposit and take appropriate action.**

(17-26:07)

17. December 12, 2022. County Treasurer Paige Foster provided information to the Court. Moved by Danny Garcia and seconded by Kevin Janak, the Commissioners Court approved Order No. 2022-0105 ratifying Purchase of Certificates of Deposit. Motion adopted.

- 18. Consider approval of the following changes to the County Voluntary Vision Coverage with Davis Vision effective January 1, 2023, and take appropriate action:**

a. Receipt of Notice of Termination for HM Life.

(18a-27:35)

18a. December 12, 2022. County Judge's Chief of Staff Giani Cantu provided the Court with information. Moved by Kevin Janak and seconded by Danny Garcia, the Commissioners Court approved the Receipt of Notice of Termination for HM Life Insurance Company for the County of Victoria Vision Coverage with Davis Vision, effective January 1, 2023. Motion adopted.

Consider approval of the following changes to the County Voluntary Vision Coverage with Davis Vision effective January 1, 2023, and take appropriate action:

b. Approval of Application for Group Insurance with new underwriter insurance carrier, Metlife Insurance Company.

(18b-27:35)

18b. December 12, 2022. County Judge's Chief of Staff Giani Cantu provided the Court with information. Moved by Kevin Janak and seconded by Danny Garcia, the Commissioners Court approved the Application for Group Insurance with the new underwriter insurance carrier, Metlife Insurance Company for the County of Victoria Vision Coverage with Davis Vision, effective January 1, 2023. Motion adopted.

- 19. Consider approval of the request to pay out the compensatory time for the County Fire Marshal and take appropriate action.**

(19-28:33)

19. December 12, 2022. Moved by Kevin Janak and seconded by Danny Garcia, the Commissioners Court approved the request to pay out the compensation balance of 222.29 hours for County Fire Marshal Richard Castillo in the amount of \$7,773.48. Motion adopted.

- 20. Consider approval of Citizens Medical Center Emergency Department Expansion & Renovation AIA Document G702 Application for Payment No. 26 and take appropriate action.**

(20-29:41)

20. December 12, 2022. Moved by Kevin Janak and seconded by Danny Garcia, the Commissioners Court approved the Citizens Medical Center Emergency Department Expansion and Renovation AIA Document G702 Application for Payment No. 26 in the amount of \$105,918.01. Motion adopted.

- 21. Consider approval of the Residential Contract between Victoria Regional Juvenile Justice Center and Brazoria County and take appropriate action.**

(21-30:08)

21. December 12, 2022. Moved by Kevin Janak and seconded by Danny Garcia, the Commissioners Court approved the Residential Contract between Victoria Regional Juvenile Justice Center and Brazoria County. Motion adopted.

- 22. Receive for the record the fully executed Victoria County Texas Certificates of Obligation, Series 2022 documents and take appropriate action.**

(22-30:29)

22. December 12, 2022. Moved by Kevin Janak and seconded by Danny Garcia, the Commissioners Court received for the record the fully executed Victoria County Texas Certificates of Obligation, Series 2022 documents. Motion adopted.

- 23. Receive a letter of permission to enter and work on the private property of Johnnie Welch located at 276 Park Lane, Victoria, Texas for the purpose of cleaning ditches and underbrush for drainage improvement in the County ROW in Pct. No. 2 and take appropriate action.**

(23-31:11)

23. December 12, 2022. Moved by Kevin Janak and seconded by Danny Garcia, the Commissioners Court received the letter of permission from Johnnie Welch to enter and work on the private property at 276 Park Lane, Victoria, Texas for the purpose of trimming tree/trees for improving traffic visibility and safety on county maintained roads in Precinct No. 2. Motion adopted.

24. Consider approval of the following 2022 budget amendments and take appropriate action:

(24-32:10)

24. December 12, 2022. Moved by Danny Garcia and seconded by Kevin Janak, the Commissioners Court approved the 2022 budget amendments for:

- a. General Fund, Various Departments, Expenditures - Line item transfer
- b. General Fund, Sheriff's Office, Expenditures - Line item transfer
- c. Emergency Management, Expenditures - Line item transfer
- d. Courthouse Security Fund, Expenditures - Increase
- e. Road and Bridge, Precinct No. 1, Expenditures - Line item transfer
- f. Road and Bridge, Precinct No. 2, Expenditures - Line item transfer
- g. Road and Bridge, Precinct No. 3, Expenditures - Line item transfer
- h. Road and Bridge, Precinct No. 4, Expenditures - Line item transfer
- i. National School Lunch Program, Expenditures - Line item transfer
- j. Elections Administrators Special, Expenditures - Line item transfer

Motion adopted.

25. Consider approval of personnel changes and take appropriate action.

(25-33:07)

25. December 12, 2022. Moved by Danny Garcia and seconded by Kevin Janak, the Commissioners Court approved that payroll be processed in compliance with policy and personnel changes:

- a. Mark Sloat, Animal Services Director - Victoria County Animal Services:
 - 1. Employment of Nicholas Frank Irvin, Shelter Care Tech, at a rate of \$13.50 per hour, Budget Code 100-630-1109, effective December 13, 2022.
- b. Ashley Hernandez, Tax Assessor Collector - County Tax Office:
 - 1. Resignation of Lynette Jordan, Clerk III, effective December 9, 2022.
- c. Heidi Easley, County Clerk - County Clerk's Office:
 - 1. Employment of Alexandria M. Zamora, Clerk III, at a rate of \$15.50 per hour, Budget Code 100-403-1105, effective January 3, 2023.

Motion adopted.

26. Adjourn.

(26-33:47)

26. December 12, 2022. The Commissioners Court adjourned the meeting of December 12, 2022.