

THE STATE OF TEXAS §

COUNTY OF VICTORIA §

Be it remembered that on this the **22nd day of May A.D., 2023**, the Commissioners Court convened in **Special 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
Jason Ohrt,	Commissioner Precinct No. 2
Gary Burns,	Commissioner Precinct No. 3
Kenneth Sexton,	Commissioner Precinct No. 4
and	
Heidi Easley,	County Clerk and Ex-Officio Clerk

and the following orders were passed:



COUNTY OF VICTORIA

MINUTES

COMMISSIONERS' COURT OF VICTORIA COUNTY, TEXAS

MONDAY, MAY 22, 2023, 10:00 AM, SPECIAL TERM

VICTORIA COUNTY COURTHOUSE

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

1. Call to Order.

(1-0:00)

1. May 22, 2023. Ben Zeller, County Judge, called to order the Commissioners Court Special Term for Monday, May 22, 2023 at 10:02 a.m.

2. Invocation and Pledges.

(2-0:00)

2. May 22, 2023. 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.

(3-2:00)

3. May 22, 2023. Judge Ben Zeller opened the meeting to anyone wishing to address general County business which was not on the meeting agenda.

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

4. Consider approval of minutes and take appropriate action.

(4-2:21)

4. May 22, 2023. Moved by Kenneth Sexton and seconded by Gary Burns, the Commissioners Court approved the minutes of the Commissioners Court meeting held on May 15, 2023. Motion adopted.

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

(5-2:39)

5. May 22, 2023. Moved by Gary Burns and seconded by Kenneth Sexton, the Commissioners Court approved the accounts payable as presented by Michelle Samford, County Auditor.

Regular Accounts	5/22/2023	\$612,863.81
Supplemental Accounts	5/12/2023 – 5/18/2023	\$50,370.97

Motion adopted.

6. Receive monthly and quarterly reports from various county officials and

departments and take appropriate action.

(6-3:08)

6. May 22, 2023. Moved by Danny Garcia and seconded by Jason Ohrt, the Commissioners Court received the monthly reports from the Sheriff and Pre-Trial Services. Motion adopted.

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

(7-3:29)

7. May 22, 2023. None. No action taken.

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

(8-3:38)

8. May 22, 2023. Moved by Gary Burns and seconded by Jason Ohrt, the Commissioners Court approved the ACH report dated May 16, 2023 in the amount of \$576,964.47 and the interim vendor payments for Citizens Medical Center dated May 18, 2023 in the amount of \$831,294.23 and the ACH report dated May 18, 2023 in the amount of \$2,408,334.31. Motion adopted.

9. Receive for the record the appraisal report for the Victoria Public Library building located at 302 N. Main St. and take appropriate action

(9-4:50)

9. May 22, 2023. County Judge Zeller provided information regarding the appraisal to the Court and answered questions from the Court. A discussion was held. Moved by Gary Burns and seconded by Kenneth Sexton, the Commissioners Court received for the record the appraisal report for the Victoria Public Library building located at 302 N. Main Street. Motion adopted.

10. Receive for the record the owner's title policy and warranty deed for the property located at 1952 Guadalupe Rd. and take appropriate action.

(10-11:41)

10. May 22, 2023. Moved by Danny Garcia and seconded by Kenneth Sexton, the Commissioners Court received for the record the owner's title policy and warranty deed for the property located at 1952 Guadalupe Road. Motion adopted.

11. Consider approval of a Professional Services Agreement with Elite Engineering in connection to the Guadalupe Elementary Campus and take appropriate action.

(11-12:15)

11. May 22, 2023. County Engineer John Johnston provided information to the Court and answered questions from the Court. Moved by Gary Burns and seconded by Kenneth Sexton, the Commissioners Court approved the Professional Services Agreement with Elite Engineering in connection to the Guadalupe Elementary Campus. Motion adopted.

12. Consider authorization of payment to PGAL for Invoice No. 10058923 in connection to the Victoria County EOC Stair Enclosure Project and take appropriate action.

(12-15:29)

12. May 22, 2023. John Johnston, County Engineer, provided information to the Court. Moved by Jason Ohrt and seconded by Kenneth Sexton, the Commissioners Court authorized the payment in the amount of \$387.46 to PGAL for Invoice No. 10058923 in connection to the Victoria County EOC Stair Enclosure Project. Motion adopted.

- 13. Consider approval of a request for payment in connection to the CDBG Hurricane Disaster Recovery Program Contract No. 20-065-094-C262 in the amount of \$188,460.94 and take appropriate action.**

(13-16:14)

13. May 22, 2023. County Auditor Michelle Samford and Commissioner Garcia provided information to the Court. Moved by Danny Garcia and seconded by Jason Ohrt, the Commissioners Court approved the request for payment in connection to the CDBG Hurricane Disaster Recovery Program Contract No. 20-065-094-C262 in the amount of \$188,460.94. Motion adopted.

- 14. Consider approval of the following in connection with the American Rescue Plan Act (ARPA) funds and take appropriate action:**

a. State and Local Fiscal Recovery Funds (SLFRF) Policies and Procedures.

(14a-17:22)

14a. May 22, 2023. Grant Administrator Robin Knipling provided information to the Court and answered questions. Moved by Jason Ohrt and seconded by Kenneth Sexton, the Commissioners Court approved the State and Local Fiscal Recovery Funds (SLFRF) Policies and Procedures in connection with the American Rescue Plan Act (ARPA). Motion adopted.

Consider approval of the following in connection with the American Rescue Plan Act (ARPA) funds and take appropriate action:

b. Procurement Policies and Procedures.

(14b-17:22)

14b. May 22, 2023. Robin Knipling, Grant Administrator, provided the Court with information and answered questions. Moved by Jason Ohrt and seconded by Kenneth Sexton, the Commissioners Court approved the Procurement Policies and Procedures in connection with the American Rescue Plan Act (ARPA). Motion adopted.

Consider approval of the following in connection with the American Rescue Plan Act (ARPA) funds and take appropriate action:

c. Subrecipient Monitoring Policies and Procedures.

(14c-17:22)

14c. May 22, 2023. Grant Administrator Robin Knipling provided information to the Court and answered questions. Moved by Jason Ohrt and seconded by Kenneth Sexton, the Commissioners Court approved the Subrecipient Monitoring Policies and Procedures in connection with the American Rescue Plan Act (ARPA). Motion adopted.

Consider approval of the following in connection with the American Rescue Plan Act (ARPA) funds and take appropriate action:

d. Citizens Medical Center Subrecipient Agreement.

(14d-17:22)

14d. May 22, 2023. Robin Knipling, Grant Administrator, provided the Court with information and answered questions. Moved by Jason Ohrt and seconded by Kenneth Sexton, the Commissioners Court approved the Citizens Medical Center Subrecipient Agreement in connection with the American Rescue Plan Act (ARPA). Motion adopted.

Consider approval of the following in connection with the American Rescue Plan Act (ARPA) funds and take appropriate action:

e. Billy T. Cattan Subrecipient Agreement.

(14e-17:22)

14e. May 22, 2023. Grant Administrator Robin Knipling provided information to the Court and answered questions. Moved by Jason Ohrt and seconded by Kenneth Sexton, the Commissioners Court approved the Billy T. Cattan Subrecipient Agreement in connection with the American Rescue Plan Act (ARPA). Motion adopted.

Consider approval of the following in connection with the American Rescue Plan Act (ARPA) funds and take appropriate action:

f. Authorize the County Judge to Execute a Subrecipient Agreement with the Victoria County Navigation District.

(14f-17:22)

14f. May 22, 2023. Robin Knipling, Grant Administrator, provided the Court with information and answered questions. Moved by Jason Ohrt and seconded by Kenneth Sexton, the Commissioners Court authorized the County Judge to execute a Subrecipient Agreement with the Victoria County Navigation District in connection with the American Rescue Plan Act (ARPA). Motion adopted.

15. Consider authorization of Resolution No. 2023-0071 for the Victoria County brokers/dealers from the Victoria County Treasurer and take appropriate action.

(15-22:32)

15. May 22, 2023. County Treasurer Paige Foster provided information to the Court. Moved by Gary Burns and seconded by Jason Ohrt, the Commissioners Court authorized Resolution No. 2023-0071 for the Victoria County brokers/dealers from the Victoria County Treasurer. Motion adopted.

16. Consider approval of Resolution No. 2023-0072 accepting a donation from South Plains Community Action Association for WIC and take appropriate action.

(16-24:00)

16. May 22, 2023. Moved by Kenneth Sexton and seconded by Gary Burns, the Commissioners Court approved Resolution No. 2023-0072 accepting a donation of a 2023 Chevrolet Suburban valued at \$57,405.69 from South Plains Community Action Association to be utilized for and dedicated to the Victoria County Women, Infant and Children (WIC) Center. Motion adopted.

17. Consider approval of a contract with Lamar for advertising health-related media campaigns and take appropriate action.

(17-25:11)

17. May 22, 2023. Delilah Perez with the Victoria County Public Health Department provided information to the Court. Moved by Gary Burns and seconded by Kenneth Sexton, the Commissioners Court approved Contract No. 4178707 with Lamar for advertising health-related media campaigns for the Victoria County Public Health Department. Motion adopted.

- 18. Receive for the record a fully executed DSHS Contract No. HHS001313500001 (Public Infrastructure Grant) Amendment No. 1 from the Victoria County Public Health Department and take appropriate action.**

(18-26:54)

18. May 22, 2023. Delilah Perez with the Victoria County Public Health Department provided information to the Court. Moved by Danny Garcia and seconded by Jason Ohrt, the Commissioners Court received for the record a fully executed DSHS Contract No. HHS001313500001 (Public Infrastructure Grant) Amendment No. 1 from the Victoria County Public Health Department. Motion adopted.

- 19. Consider approval of the following detention and/or residential service contracts for the Victoria Regional Juvenile Justice Center and take appropriate action.**
a. Brazos County – Detention.

(19a-27:30)

19a. May 22, 2023. Moved by Danny Garcia and seconded by Jason Ohrt, the Commissioners Court approved the Detention Contract between Victoria Regional Juvenile Justice Center and Brazos County. Motion adopted.

- Consider approval of the following detention and/or residential service contracts for the Victoria Regional Juvenile Justice Center and take appropriate action.**
b. Potter County – Residential.

(19b-27:30)

19b. May 22, 2023. Moved by Danny Garcia and seconded by Jason Ohrt, the Commissioners Court approved the Residential Contract between Victoria Regional Juvenile Justice Center and Potter County. Motion adopted.

- 20. Consider approval of a compensation study from BakerTilly and take appropriate action.**

(20-28:13)

20. May 22, 2023. County Judge Zeller reviewed the study and possible implementation scenarios with the Court. A discussion was held by the Court. Moved by Kenneth Sexton and seconded by Jason Ohrt, the Commissioners Court approved the grades and ranges for the General, Law Enforcement, and Fire positions as proposed by BakerTilly and a first implementation step of increasing salaries for those positions currently under the minimum of its range to minimum. Motion adopted.

- 21. Receive for the record 2023 Discretionary Fund Budget Amendment for Tax Assessor Special Fund 499 and take appropriate action.**

(21-46:41)

21. May 22, 2023. Moved by Kenneth Sexton and seconded by Gary Burns, the Commissioners Court received for the record the 2023 Discretionary Fund Budget Amendment for the Tax Assessor Special Inventory Fund 499 as an increase to expenditures. Motion adopted.

- 22. Receive for the record 2023 Discretionary Fund Budget Amendment for CDA Contraband Forfeiture Fund 370 and take appropriate action.**

(22-47:23)

22. May 22, 2023. Moved by Kenneth Sexton and seconded by Jason Ohrt, the Commissioners Court received for the record the 2023 Discretionary Fund Budget Amendment for the CDA Contraband Forfeiture Fund 370 as an increase to expenditures. Motion adopted.

23. Consider approval of the following 2023 budget amendments and take appropriate action.

(23-47:42)

23. May 22, 2023. Moved by Danny Garcia and seconded by Jason Ohrt, the Commissioners Court approved the 2023 budget amendments for:

- a. General Fund, Various Departments, Expenditures - Increase
- b. Road and Bridge, Precinct No. 1, Expenditures - Line item transfer
- c. Elections Administrators Special, Expenditures - Line item transfer
- d. Health Department, Expenditures - Line item transfer

Motion adopted.

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

(24-48:13)

24. May 22, 2023. Moved by Kenneth Sexton and seconded by Jason Ohrt, the Commissioners Court approved that payroll be processed in compliance with policy and personnel changes:

- a. Margetta Hill, Elections Administrator - Elections Office:
 - 1. Request for payment of overtime hours (if any) from the Victoria County Election Fund 450-490-1120 for hours worked in the May 6, 2023 City/School Election to Allen Martinez, Claudia Penney, Luke W. Wright, and Jose L. Pena, II.
- b. Ashley Hernandez, Tax Assessor Collector - County Tax Office:
 - 1. Salary change for Ashley Nicole Garcia, Asst Chief Deputy, from a rate of \$19.00 per hour, Budget Code 100-499-1104 to a rate of \$19.35 per hour, effective May 20, 2023.
- c. Pama Hencerling, Chief Probation Officer - Juvenile Detention:
 - 1. Salary and position change for Brittnei Denise Rosalez, from (Juvenile Supervision Officer) JSO, at a rate of \$16.14 per hour, Budget Codes 100-573-1156 and TJPC: 231-578-1135 to (Juvenile Supervision Officer I) JSO I, at a rate of \$17.57 per hour, Budget Codes 100-573-1155 and TJPC: 231-578-1135, effective May 20, 2023.
 - 2. Salary and position change for George Michael Ortiz, from (Juvenile Supervision Officer) JSO, at a rate of \$16.14 per hour, Budget Codes 100-573-1156 and TJPC: 231-578-1135 to (Juvenile Supervision Officer I) JSO I, at a rate of \$17.57 per hour, Budget Codes 100-573-1155 and TJPC: 231-578-1135, effective May 20, 2023.
 - 3. Salary and position change for Paul James-Tyson Nunez, from Juvenile Supervision Officer (JSO), at a rate of \$16.14 per hour, Budget Codes 100-573-1156 and TJPC: 231-578-1135 to (Juvenile Supervision Officer I) JSO I, at a rate of \$17.57 per hour, Budget Codes 100-573-1155 and TJPC: 231-578-1135, effective May 20, 2023.
 - 4. Salary and position change for Jaden Lane Stephenson, from (Juvenile Supervision Officer I) JSO I, at a rate of \$17.57 per hour, Budget Codes 100-573-1155 and TJPC: 231-578-1135 to (Juvenile Supervision Officer II) JSO II, at a rate of \$19.22 per hour, Budget Codes 100-573-1154 and TJPC: 231-578-1135, effective May 20, 2023.

5. Resignation of Johnny Polk, (Juvenile Supervision Officer II) JSO II, with 80.0 PTO and 52.51 Compensatory hours due, effective May 19, 2023.
- d. Danny Garcia, Commissioner, Precinct No. 1 - Road and Bridge, Precinct No. 1:
 1. Payout request of compensatory time for Pete Villarreal for 213.41 hours as of May 5, 2023, for a total amount of \$6,963.57 to be paid out of 201-611-1131 overtime wages.

Motion adopted.

25. Adjourn.

(25-49:04)

25. May 22, 2023. The Commissioners Court adjourned the meeting of May 22, 2023.