

THE STATE OF TEXAS §

COUNTY OF VICTORIA §

Be it remembered that on this the **20th day May A.D., 2024**, 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	Absent
Gary Burns,	Commissioner Precinct No. 3	Absent
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 20, 2024, 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 20, 2024. Ben Zeller, County Judge, called to order the Commissioners Court Special Term for Monday, May 20, 2024, at 10:00 a.m.

2. Invocation and Pledges.

(2-0:00)

2. May 20, 2024. County 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.

(3-2:33)

3. May 20, 2024. Judge Ben Zeller opened the meeting to anyone wishing to address general County business which was not on the meeting agenda.

Michael Vonderau of 2204 E. North Street thanked Trish Hastings and Commissioner Burns for their help at Christ's Kitchen. Mr. Vonderau stated he would like to see people vote and also informed the Court of two plumbing leaks at the East North Mobile Home Park.

County Judge Zeller mentioned early voting starts today and will continue this week from 7:00 a.m. to 7:00 p.m. and Election day is on Tuesday, May 28th 2024. Judge Zeller answered Commissioner Garcia's question and explained who is able to vote in this election. Judge Zeller stated the Commissioners Court meeting would not be held next week due to no Quorum.

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

4. Consider approval of minutes and take appropriate action.

(4-8:03)

4. May 20, 2024. Moved by Danny Garcia and seconded by Kenneth Sexton, the Commissioners Court approved the minutes of the Commissioners Court meeting held on May 13, 2024. Motion adopted.

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

(5-8:24)

5. May 20, 2024. Moved by Kenneth Sexton and seconded by Danny Garcia, the Commissioners Court approved the accounts payable as presented by Michelle Samford, County Auditor.

Regular Accounts	5/20/2024	\$371,424.34
Supplemental Accounts	5/10/2024 – 5/16/2024	\$56,658.27

Motion adopted.

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

(6-8:59)

6. May 20, 2024. Moved by Danny Garcia and seconded by Kenneth Sexton, the Commissioners Court received the monthly reports from the County Treasurer; County Clerk; Sheriff; and Justice of the Peace, Precinct No. 1. Motion adopted.

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

(7-9:14)

7. May 20, 2024. None. No action taken.

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

(8-9:22)

8. May 20, 2024. Moved by Danny Garcia and seconded by Kenneth Sexton, the Commissioners Court approved the interim vendor payment for Citizens Medical Center dated May 16, 2024, in the amount of \$658,071.69 and the ACH report dated May 16, 2024, in the amount of \$2,834,303.43. Motion adopted.

9. Receive the 2023 Distinguished Service Award in recognition of the Victoria County Historical Commission and take appropriate action.

(9-9:58)

9. May 20, 2024. County Judge Zeller spoke about the award. Paul Janda of the Historical Commission spoke to the Court. Moved by Kenneth Sexton and seconded by Danny Garcia, the Commissioners Court received the 2023 Distinguished Service Award in recognition of the Victoria County Historical Commission. Motion adopted.

10. Consider approval of the following items related to the Request for Qualifications (RFQ) for Owner's Representative services for the inpatient mental health facility in Victoria County and take appropriate action:

a. Receive the recommendation of the evaluation committee.

(10a-14:13)

10a. May 20, 2024. Moved by Kenneth Sexton and seconded by Danny Garcia, the Commissioners Court received the recommendation of the evaluation committee to include County Engineer John Johnston, Grant Administrator Robin Knipling, County Judge's Chief of Staff Giani Cantu, Commissioner, Precinct No. 2 Jason Ohrt, and First Assistant Auditor Becky Smiley in connection to the Request for Qualifications (RFQ) for Owner's Representative services for the inpatient mental health facility in Victoria County. Motion adopted.

Consider approval of the following items related to the Request for Qualifications (RFQ) for Owner's Representative services for the inpatient mental health facility in Victoria County and take appropriate action:

b. Approve and authorize entering into negotiations with the recommended firm.
(10b-14:13)

10b. May 20, 2024. Moved by Kenneth Sexton and seconded by Danny Garcia, the Commissioners Court approved and authorized entering into negotiations with the Square One Consultants related to the Request for Qualifications (RFQ) for Owner's Representative services for the inpatient mental health facility in Victoria County. Motion adopted.

11. Consider approval of a request for firework sales during the Memorial Day holiday from J & J Fireworks and take appropriate action.

(11-17:08)

11. May 20, 2024. Fire Marshal Richard Castillo provided information to the Court and answered questions. Moved by Danny Garcia and seconded by Kenneth Sexton, the Commissioners Court approved the request from J & J Fireworks to open and sell fireworks during May 22-27, 2024 for Memorial Day weekend. Motion adopted.

12. Consider approval of the following in connection with current Hazard Mitigation Assistance (HMA) projects and take appropriate action:

a. Authorize to Advertise Request for Qualifications (RFQ) for architectural/engineering services – HMGP DR-4485-0005, Victoria County Regional Emergency Operations Community Safe Room.

(12a-18:48)

12a. May 20, 2024. Grant Administrator Robin Knipling provided information to the Court. Moved by Danny Garcia and seconded by Kenneth Sexton, the Commissioners Court approved to authorize to advertise for Request for Qualifications (RFQ) for architectural/engineering services regarding the HMGP DR-4485-0005, Victoria County Regional Emergency Operations Community Safe Room in connection with current Hazard Mitigation Assistance (HMA) projects and final scope is subject to change. Motion adopted.

Consider approval of the following in connection with current Hazard Mitigation Assistance (HMA) projects and take appropriate action:

b. Establish selection review committee for DR-4485-0005 Request for Qualifications.
(12b-18:48)

12b. May 20, 2024. Robin Knipling, Grant Administrator, provided the Court with information. Moved by Danny Garcia and seconded by Kenneth Sexton, the Commissioners Court approved the evaluation committee of Commissioner, Precinct No. 4 Kenneth Sexton, County Engineer John Johnston, Emergency Management Coordinator Rick McBrayer, Deputy Emergency Management Coordinator Jena Banda, and Grant Administrator Robin Knipling for the DR-4485-0005 Request for Qualifications in connection to the Victoria County Regional Emergency Operations Community Safe Room. Motion adopted.

Consider approval of the following in connection with current Hazard Mitigation Assistance (HMA) projects and take appropriate action:

c. Authorize to Advertise Request for Qualifications (RFQ) for architectural/engineering services – HMGP DR-4485-0040, Victoria County Regional Juvenile Justice Center Generator.

(12c-18:48)

12c. May 20, 2024. Grant Administrator Robin Knipling provided information to the Court. Moved by Danny Garcia and seconded by Kenneth Sexton, the Commissioners Court approved to authorize to advertise for Request for Qualifications (RFQ) for architectural/engineering services regarding the HMGP DR-4485-0040, Victoria County Regional Juvenile Justice Center generator in connection with the current Hazard Mitigation Assistance (HMA) projects and final scope is subject to change. Motion adopted.

Consider approval of the following in connection with current Hazard Mitigation Assistance (HMA) projects and take appropriate action:

d. Establish selection review committee for DR-4485-0040 Request for Qualifications.

(12d-18:48)

12d. May 20, 2024. Robin Knipling, Grant Administrator, provided the Court with information. Moved by Danny Garcia and seconded by Kenneth Sexton, the Commissioners Court approved the evaluation committee of Commissioner, Precinct No. 4 Kenneth Sexton, County Engineer John Johnston, Grant Administrator Robin Knipling, Assistant Chief Probation Officer Kelly Arnecke, and Facilities Manager Kelly Hubert for the DR-4485-0040 Request for Qualifications in connection to the Victoria County Regional Juvenile Justice Center Generator. Motion adopted.

13. Discuss and consider a new appointee to the Victoria Public Library Advisory Board and/or open the application process and take appropriate action.

(13-23:48)

13. May 20, 2024. Mr. John Cammock introduced himself to the Court and provided background information. Moved by Kenneth Sexton and seconded by Danny Garcia, the Commissioners Court approved the new appointee of James Cammock to the Victoria Public Library Advisory Board. Motion adopted.

14. Receive for the record a letter of permission by Cyndy Klesel for property located at 119 Parsons Road in Precinct 2 and take appropriate action.

(14-26:22)

14. May 20, 2024. Moved by Kenneth Sexton and seconded by Danny Garcia, the Commissioners Court received a letter of permission from Cyndy Klesel to enter and work on property located at 119 Parsons Road in Precinct No. 2 for the purpose of cleaning ditches and underbrush for drainage improvement purposes on county maintained roads. Motion adopted.

15. Consider approval of the following residential and/or detention contracts for the Victoria Regional Juvenile Justice Center and take appropriate action:

a. Cass County.

(15a-26:49)

15a. May 20, 2024. Moved by Danny Garcia and seconded by Kenneth Sexton, the Commissioners Court approved the Detention and Residential Contracts between Victoria Regional Juvenile Justice Center and Cass County. Motion adopted.

Consider approval of the following residential and/or detention contracts for the Victoria Regional Juvenile Justice Center and take appropriate action:

b. Falls, Milam, & Robertson Counties.

(15b-26:49)

15b. May 20, 2024. Moved by Danny Garcia and seconded by Kenneth Sexton, the Commissioners Court approved the Detention and Residential Contracts between Victoria Regional Juvenile Justice Center and Falls, Milam and Robertson Counties. Motion adopted.

Consider approval of the following residential and/or detention contracts for the Victoria Regional Juvenile Justice Center and take appropriate action:

c. 32nd Judicial District Juvenile Probation (Fisher, Mitchell, & Nolan Counties).

(15c-26:49)

15c. May 20, 2024. Moved by Danny Garcia and seconded by Kenneth Sexton, the Commissioners Court approved the Detention and Residential Contracts between Victoria Regional Juvenile Justice Center and 32nd Judicial District Juvenile Probation (Fisher, Mitchell, and Nolan Counties). Motion adopted.

Consider approval of the following residential and/or detention contracts for the Victoria Regional Juvenile Justice Center and take appropriate action:

d. Madison County.

(15d-26:49)

15d. May 20, 2024. Moved by Danny Garcia and seconded by Kenneth Sexton, the Commissioners Court approved the Residential Contract between Victoria Regional Juvenile Justice Center and Madison County. Motion adopted.

Consider approval of the following residential and/or detention contracts for the Victoria Regional Juvenile Justice Center and take appropriate action:

e. McLennan County.

(15e-26:49)

15e. May 20, 2024. Moved by Danny Garcia and seconded by Kenneth Sexton, the Commissioners Court approved the Detention and Residential Contracts between Victoria Regional Juvenile Justice Center and McLennan County. Motion adopted.

Consider approval of the following residential and/or detention contracts for the Victoria Regional Juvenile Justice Center and take appropriate action:

f. Orange County.

(15f-26:49)

15f. May 20, 2024. Moved by Danny Garcia and seconded by Kenneth Sexton, the Commissioners Court approved the Detention and Residential Contracts between Victoria Regional Juvenile Justice Center and Orange County. Motion adopted.

Consider approval of the following residential and/or detention contracts for the Victoria Regional Juvenile Justice Center and take appropriate action:

g. Potter County.

(15g-26:49)

15g. May 20, 2024. Moved by Danny Garcia and seconded by Kenneth Sexton, the Commissioners Court approved the Residential Contract between Victoria Regional Juvenile Justice Center and Potter County. Motion adopted.

16. Receive for the record the April 10, 2024, minutes for the Crossroads Regional Public Defender Oversight Board and take appropriate action.

(16-28:47)

16. May 20, 2024. Chief Public Defender Brian Watson stated the last two weeks have been productive and spoke about the temporary and permanent location for the Crossroads Regional Public Defenders Office. Mr. Watson thanked the County departments for assisting him these past two weeks. Moved by Kenneth Sexton and seconded by Danny Garcia, the Commissioners Court received for the record the April 10, 2024 meeting minutes for the Crossroads Regional Public Defender Oversight Board. Motion adopted.

17. Consider approval of an interlocal agreement with the Harris County Department of Education for participation in their Cooperative Purchasing Program - Choice Partners and take appropriate action.

(17-32:01)

17. May 20, 2024. Procurement Specialist Amanda Reyes provided information to the Court. Moved by Danny Garcia and seconded by Kenneth Sexton, the Commissioners Court approved the Interlocal agreement between Harris County Department of Education and Victoria County for participation in their Cooperative Purchasing Program-Choice Partners. Motion adopted.

18. Consider approval of 2024 budget amendments to the General Fund, Revenues and Expenditures, Various Departments, and take appropriate action.

(18-33:33)

18. May 20, 2024. Moved by Kenneth Sexton and seconded by Danny Garcia, the Commissioners Court approved the 2024 budget amendments for:

- a. General Fund, Various Departments, Revenues and Expenditures - Line item transfer

Motion adopted.

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

(19-34:12)

19. May 20, 2024. Moved by Kenneth Sexton and seconded by Danny Garcia, the Commissioners Court approved that payroll be processed in compliance with policy and personnel changes:

- a. Margetta Hill, Elections Administrator - Election's Office:

- 1. Request to pay the following employees overtime for assisting in the March 5, 2024 Election:
 - Christopher Garcia, Deputy (SO) - hourly rate \$25.31 hr., overtime will be \$37.97 hr., 2.25 hrs., Estimated \$85.43 plus taxes.
 - Enedelia (Delia) Guerrero Custodian (Building Maintenance) - hourly rate \$16.35, overtime will be \$24.53 hr., 5.25 hrs. Estimated \$128.78 plus taxes, to be paid from the Victoria County Election Fund 450-490-1120.

- b. Ashley Hernandez, County Tax Assessor Collector - County Tax Office:

- 1. Certificate of completion for 12 Continuing Education Units of Truth-In-Taxation Course 28 from McCreary, Veselka, Bragg and Allen, P.C.
- 2. Other: No Show for hire for Valerie Gudino, Accounting Clerk, at a rate of \$18.00 per hour, Budget Code 100-499-1107, effective May 14, 2024.

- CONTINUED -

3. Employment of Angelina Lorgoria Torres, Accounting Clerk, at a rate of \$16.00 per hour, Budget Code 100-499-1107, effective May 21, 2024. Grade 3 Plan General.
- c. Kelly Hubert, Facilities Manager - Facilities Maintenance:
 1. Correction (name): Employment of Elsa Prado, Custodian, at a rate of \$16.00 per hour, Budget Code 100-510-1104, effective May 14, 2024. Grade 1 Plan General.
- d. Pama Hencerling, Chief Probation Officer - Juvenile Detention:
 1. Employment of Vonjre Jowaan Barefield, JSO, at a rate of \$20.76 per hour, Budget Codes 100-573-1156 and 231-572-1136 FT @ \$115.38, effective May 14, 2024. Grade 5 Plan Law Enforcement Tier 1.
 2. Employment of Tasha Aniki Muguku, JSO, at a rate of \$20.76 per hour, Budget Codes 100-573-1156 and 231-572-1136 FT @ \$115.38, effective May 29, 2024. Grade 5 Plan Law Enforcement Tier 1.
- e. Justin Marr, Sheriff - Sheriff's Office:
 1. Salary and position/other change for Rigoberto Robles, from Sgt. Enforcement, at a rate of \$31.78 per hour, Budget Code 100-563-1108-\$31.78 to LT., Enforcement, at a rate of \$34.40 per hour, Budget Code 100-563-1105-\$34.40, effective May 18, 2024. Other Remarks: Continue Cert. Pay 100-563-1137 \$69.23. Grade 10 Plan Law Enforcement Tier 2.
 2. VCSO Salary Adjustment Certification for Lance Orsak, to be paid Advanced Certificate Pay of \$46.15 per pay period, effective June 7, 2024. Certification date for Lance Orsak is May 9, 2024. Budget Coding: Enforcement/CID Certificate Pay 100-563-1137. Remarks: Sergeant Orsak received his Advanced Peace Officer Certificate on 05/09/2024.
- f. David Gonzales, Public Health Director - Victoria County Public Health Department:
 1. Employment of Jeffrey Herring, Sanitation Inspector, at a rate of \$19.00 per hour, Budget Code 809-631-1109, effective May 21, 2024. Grade 6 Plan General.
 2. Employment of Thomas Fairely, Sanitation Inspector, at a rate of \$18.50 per hour, Budget Code 809-631-1109, effective May 21, 2024. Grade 6 Plan General.
 3. Resignation of Stephanie Morales, Nurse, LVN, effective May 10, 2024.
 4. Other Code Change for Destiny Cano, Special Projects/Public Relations, at a rate of \$20.00 per hour, from Budget Code 808-631-1112 to Budget Code 809-631-1112, effective May 4, 2024. Other Remarks: BUDGET CODE CHANGES - CELL PHONE ALLOWANCE: \$1080.00 - 809-631-1139.
 5. Other Code Change for Elizabeth Flores, CSA IV (Community Service Aide IV), at a rate of \$19.39 per hour, from Budget Code 808-631-1126 to Budget Code 809-631-1126, effective May 4, 2024. Other Remarks: BUDGET CODE CHANGES.
- g. Vinicio Llerena, Airport Executive Director - Victoria Regional Airport:
 1. Employment of Beth Sedlar, Financial Asst., at a rate of \$21.87 per hour, Budget Code 321-606-1106, effective May 29, 2024. Grade 6 Plan General.
- h. John Sestak, IT Director - IT Department:
 1. Retirement of Bill Charvat (William Charvat), Computer Tech, with 30.50 PTO and 22.80 Compensatory hours due, effective May 31, 2024.

Motion adopted.

- 20. Closed meeting pursuant to VTCA Government Code §551.087 to discuss economic development; §551.074 to discuss personnel matters in various departments; §551.071 to conduct a private consultation with the County's attorney regarding matters protected by Attorney-Client privilege; §551.072 to discuss real property; §551.0745 to discuss boards and commissions; and §551.076 to discuss security matters.**
(20-35:15)

20. May 20, 2024. The Commissioners Court went into closed session at 10:42 a.m., pursuant to V.T.C.A. Government Code §551.087 to discuss economic development; §551.074 to discuss personnel matters in various departments; §551.071 to conduct a private consultation with the County's attorney regarding matters protected by the Attorney-Client privilege; §551.072 to discuss real property; §551.0745 to discuss boards and commissions; and §551.076 to discuss security matters.

- 21. Pursuant to V.T.C.A. Government Code §551.102, return to an open meeting and take any action deemed necessary based upon discussion in the closed meeting.**
(21-2:18:40)

21. May 20, 2024. The Commissioners Court returned to open meeting at 12:18 p.m., pursuant to V.T.C.A. Government Code §551.102, with no action taken.

- 22. Adjourn.**
(22-2:18:56)

22. May 20, 2024. The Commissioners Court adjourned the meeting of May 20, 2024.