



COUNTY OF VICTORIA

MINUTES

COMMISSIONERS' COURT OF VICTORIA COUNTY, TEXAS

Monday, July 15, 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. July 15, 2024. Ben Zeller, County Judge, called to order the Commissioners Court Special Term for Monday, July 15, 2024, at 10:00 a.m.

2. Invocation and Pledges.

(2-0:00)

2. July 15, 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.

(3-1:22)

3. July 15, 2024. Judge Ben Zeller opened the meeting to anyone wishing to address general County business which was not on the meeting agenda.

Victoria Animal Services Director Mark Sloat mentioned that this week starts the National Adoption Week at Petsmart.

County Clerk Heidi Easley commended Tony Rodriguez, of the maintenance department, for his help moving boxes from the annex to her office.

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

4. Consider approval of minutes and take appropriate action.

(4-3:08)

4. July 15, 2024. Moved by Gary Burns and seconded by Kenneth Sexton, the Commissioners Court approved the minutes of the Commissioners Court meeting held on July 1, 2024. Motion adopted.

5. Ratify the July 8, 2024, accounts payable, and consider approval of the July 15, 2024, accounts payable, and take appropriate action.

(5-3:23)

5. July 15, 2024. Moved by Kenneth Sexton and seconded by Gary Burns, the Commissioners Court ratified the July 8, 2024 accounts payable as presented by Michelle Samford, County Auditor.

Regular Accounts	7/8/2024	\$241,157.14
Supplemental Accounts	6/28/2024 – 7/3/2024	\$134,071.25

and approved the July 15, 2024 accounts payable as presented by Michelle Samford, County Auditor.

Regular Accounts	7/15/2024	\$440,825.41
Supplemental Accounts	7/4/20204 - 7/11/2024	\$118,210.95

Motion adopted.

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

(6-3:41)

6. July 15, 2024. Moved by Gary Burns and seconded by Kenneth Sexton, the Commissioners Court received the monthly reports from County Judge; County Commissioners, Precincts Nos. 1 - 4; County Treasurer; County Clerk; Criminal District Attorney; County Auditor; Fire Marshal; Justices of the Peace, Precincts Nos. 1, 2 and 4; Constables, Precincts Nos. 1 and 2; Pre-Trial Services; County Extension Agent-Family Community Health; and County Extension Agent-4-H Youth Development. Motion adopted.

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

(7-5:11)

7. July 15, 2024. None. No action taken.

8. Ratify Citizens Medical Center Interim vendor payments dated July 3, 2024, and May 22, 2024, board minutes, accounts payable, payroll, and personnel changes, and consider approval of the interim vendor payments dated July 10, 2024, and take appropriate action.

(8-5:18)

8. July 15, 2024. Moved by Gary Burns and seconded by Kenneth Sexton, the Commissioners Court ratified the Citizens Medical Center interim vendor payments dated July 3, 2024, in the amount of \$494,493.28 and the ACH report dated July 3, 2024, in the amount of \$1,217,016.04, the May 22, 2024 board minutes, accounts payable, payroll, personnel changes, and approved interim vendor payments dated July 11, 2024, in the amount of \$968,962.50 and the ACH report dated July 11, 2024, in the amount of \$2,481,618.92. Motion adopted.

9. Hear an update and recap from the Victoria Office of Emergency Management and take appropriate action.

(9-6:28)

9. July 15, 2024. Emergency Management Director Rick McBrayer provided an update and recap on the forecast and landfall of Hurricane Beryl. Jena Banda, Deputy Emergency Management Coordinator, spoke about the winds of Hurricane Beryl and the preparedness of hurricanes. No action taken.

10. Discuss updates on the Victoria County Regional Emergency Operations Community Safe Room and take appropriate action.

(10-16:30)

10. July 15, 2024. Grant Administrator Robin Knipling spoke about the proposal for

the safe room and stated a contract from Rawley McCoy and Associates will be presented to the Court. Emergency Management Director Rick McBrayer discussed the County Regional Emergency Operations Community Safe Room location. No action taken.

11. Hear a mid-year report regarding the Victoria County Public Health Department and take appropriate action.

(11-21:46)

11. July 15, 2024. Public Health Director David Gonzales presented a mid-year report regarding the Victoria County Public Health Departments. Mr. Gonzales discussed the Community Engagement Grants, Epidemiology, Environmental, HARP, Nursing, Public Health Emergency Preparedness, Public Relations, Texas Home Visiting (THV), WIC, Bird Flu, Measles, and rabies in skunks. No action taken.

12. Receive for the record a fully executed Sales Order Agreement with Election Systems & Software (ES&S) and take appropriate action.

(12-36:00)

12. July 15, 2024. Moved by Kenneth Sexton and seconded by Gary Burns, the Commissioners Court received for the record a fully executed Sales Order Agreement with Election Systems and Software (ES&S) for the Victoria County Elections office. Motion adopted.

13. Receive for the record an Interlocal Agreement between Bloomington Independent School District and the Victoria County Sheriff's Office regarding the School Resource Officer Program and take appropriate action.

(13-36:26)

13. July 15, 2024. Moved by Gary Burns and seconded by Kenneth Sexton, the Commissioners Court received for the record an Interlocal Agreement between Bloomington Independent School District and Victoria County Sheriff's Office regarding the School Resource Officer Program. Motion adopted.

14. Consider approval of a proposal from J&R Contracting Services regarding the 1967 Courthouse water service replacement project and take appropriate action.

(14-37:04)

14. July 15, 2024. Facilities Manager Kelly Hubert provided information to the Court. Moved by Kenneth Sexton and seconded by Gary Burns, the Commissioners Court approved a proposal from J&R Contracting Services regarding the 1967 Courthouse water service replacement project. Motion adopted.

15. Consider approval of a Memorandum of Understanding (MOU) with the City of Victoria for the use of various county parking lots during Tejas Fest 2024, and take appropriate action.

(15-42:12)

15. July 15, 2024. Joel Novosad, Director of Convention and Visitors Bureau, spoke about the Tejas Fest and how the parking lots would be used. Moved by Gary Burns and seconded by Kenneth Sexton, the Commissioners Court approved the Memorandum of Understanding (MOU) by and between the City of Victoria and Victoria County for the use of various county parking lots during Tejas Fest 2024. Motion adopted.

16. Consider approval of a request for payment to Billy T. Cattin Recovery Outreach, Inc. in the amount of \$85,312.50 for American Rescue Plan Act (ARPA) Subrecipient Project No. VICT-10 and take appropriate action.

(16-45:46)

16. July 15, 2024. Grant Administrator Robin Knipling provided information to the Court. Moved by Kenneth Sexton and seconded by Gary Burns, the Commissioners Court approved a request for payment in the amount of \$85,312.50 to Billy T. Cattin Recovery Outreach, Inc. for American Rescue Plan Act (ARPA) Subrecipient Project No. VICT-10. Motion adopted.

- 17. Consider approval of Payment Application No. 6 to A&A Constructors Inc. for the Victoria County Courthouse Entry Steps & Repair project and take appropriate action.**

(17-46:41)

17. July 15, 2024. County Engineer John Johnston provided information to the Court. Moved by Gary Burns and seconded by Kenneth Sexton, the Commissioners Court approved the Payment Application No. 6 in the amount of \$37,525.00 to A&A Constructors, Inc. for the Victoria County Courthouse Entry Steps and Repair project. Motion adopted.

- 18. Consider approval of a request for payment in the amount of \$1,322.82 to Union Pacific Railroad in connection to the Rehabilitate and Widen Roadway Project for McCoy Road (Rider 45) and take appropriate action.**

(18-48:50)

18. July 15, 2024. County Auditor Michelle Samford spoke to the Court. Moved by Kenneth Sexton and seconded by Gary Burns, the Commissioners Court approved a request for payment in the amount of \$1,322.82 to Union Pacific Railroad in connection to the Rehabilitate and Widen Roadway Project for McCoy Road (Rider 45). Motion adopted.

- 19. Consider approval of Resolution 2024-0050 accepting a donation to the Crossroads Area Veterans Center and take appropriate action.**

(19-50:07)

19. July 15, 2024. Moved by Kenneth Sexton and seconded by Gary Burns, pursuant to Local Government Code §81.032, the Commissioners Court approved Resolution No. 2024-0050 accepting donations in the amount of \$2,500.00 from American Legion Post 166 and \$100.00 from B.J. Jacob in memory of Clement Heilker to be utilized for and dedicated to the Crossroads Area Veterans Center. Motion adopted.

- 20. Consider approval of the following for Citizens Medical Center and take appropriate action:**

a. Forney Construction ICU Project Contract - Guaranteed Maximum Price Amendment

b. ICU Additions and Renovations AIA Document G702 Application for Payment No. 1

(20a-50:50)

20a. July 15, 2024. Moved by Gary Burns and seconded by Kenneth Sexton, the Commissioners Court approved the AIA Document A133 (Guaranteed Maximum Price Amendment) contract with Forney Construction, LLC for the Citizens Medical Center ICU Project. Motion adopted.

(20b-50:50)

20b. July 15, 2024. Moved by Gary Burns and seconded by Kenneth Sexton, the Commissioners Court approved the ICU Additions and Renovations AIA Document G702 Application for Payment No. 1 in the amount of \$ for Citizens Medical Center ICU Project. Motion adopted.

21. Consider approval of Resolution No. 2024-0051 nominating a candidate for the Victoria Appraisal District Board of Directors and take appropriate action.

(21-51:29)

21. July 15, 2024. Moved by Kenneth Sexton and seconded by Gary Burns, the Commissioners Court approved Resolution No. 2024-0051 nominating Dr. John McNeill as a candidate for a position on the Victoria County Appraisal District Board of Directors. Motion adopted.

22. Receive a notice of resignation from a Victoria Public Library Advisory Board Member and take appropriate action.

(22-53:01)

22. July 15, 2024. Moved by Kenneth Sexton and seconded by Gary Burns, the Commissioners Court received a notice of resignation from Dale D. Zuck for the Victoria Public Advisory Board. Motion adopted.

23. Consider the following items related to Tropical Storm/Hurricane Beryl and take appropriate action:

a. Receive for the record the Disaster Declaration for Tropical Storm/Hurricane Beryl issued July 6, 2024

b. Authorization for payment for hours worked

(23a-54:30)

23a. July 15, 2024. Moved by Gary Burns and seconded by Kenneth Sexton, the Commissioners Court received for the record the Disaster Declaration for Tropical Storm/Hurricane Beryl issued July 6, 2024. Motion adopted.

(23b-54:30)

23b. July 15, 2024. Moved by Gary Burns and seconded by Kenneth Sexton, the Commissioners Court authorized payment for hours worked related to Tropical Storm/Hurricane Beryl. Motion adopted,

24. Consider approval of an application to receive Federal Surplus Property, and take appropriate action.

(24-58:47)

24. July 15, 2024. Commissioner Gary Burns provided information to the Court. Moved by Gary Burns and seconded by Kenneth Sexton, the Commissioners Court approved an application between Federal Surplus and Victoria County. Motion adopted.

25. Consider approval of the detention and residential contracts between Victoria Regional Juvenile Justice Center and the 258th & 411th Judicial District - Polk, San Jacinto, & Trinity Counties and take appropriate action.

(25-59:34)

25. July 15, 2024. Moved by Kenneth Sexton and seconded by Gary Burns, the Commissioners Court approved the Detention and Residential contracts between Victoria Regional Juvenile Justice Center and 258th and 411th Judicial - Polk, San Jacinto, and

Trinity Counties. Motion adopted.

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

- a. General Fund, Various Departments, Expenditures - July 8, 2024**
- b. Road & Bridge Pct. #4, Expenditures - July 8, 2024**
- c. Airport Fund, Expenditures - July 8, 2024**
- d. Health Department, Expenditures - July 8, 2024**
- e. General Fund, Various Departments, Expenditures - July 15, 2024**
- f. Road & Bridge Pct. #1, Expenditures - July 15, 2024**
- g. 4/H Activity Center, Expenditures - July 15, 2024**

(26-1:00:21)

26. July 15, 2024. Moved by Kenneth Sexton and seconded by Gary Burns, the Commissioners Court approved the 2024 budget amendments for:

- a. General Fund, Various Departments, Expenditures - July 8, 2024 - Line item transfer
- b. Road and Bridge, Precinct No. 4, Expenditures – July 8, 2024 - Line item transfer
- c. Airport Fund, Expenditures - July 8, 2024 - Line item transfer
- d. Health Department, Expenditures - July 8, 2024 - Line item transfer
- e. General Fund, Various Departments, Expenditures- July 15, 2024 - Line item transfer
- f. Road and Bridge, Precinct No. 1, Expenditures - July 15, 2024 - Line item transfer
- g. 4/H Activity Center, Expenditures - July 15, 2024 - Line item transfer

Motion adopted.

27. Closed meeting pursuant to V.T.C.A. Government Code §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, §551.0745 to discuss Board and Commissions, and §551.072 to discuss real property.

(27-1:01:50)

27. July 15, 2024. The Commissioners Court went into closed session at 11:01 a.m., pursuant to V.T.C.A. Government Code §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, §551.0745 to discuss Board and Commissions, and §551.072 to discuss real property.

28. Pursuant to V.C.T.A. Government Code §551.102, return to an open meeting and take any action deemed necessary based upon discussion in the closed meeting.

(28-2:17:48)

28. July 15, 2024. The Commissioners Court returned to open meeting at 12:17 p.m., pursuant to V.T.C.A. Government Code §551.102, with action taken on agenda item 29 and appointing Giani Cantu as the new Human Resources Director, effective August 1, 2024.

29. Consider approval of personnel changes, including the appointment of the Human Resources Director, and take appropriate action.

(29-2:18:05)

29. July 15, 2024. Moved by Gary Burns and seconded by Kenneth Sexton, the Commissioners Court approved that payroll be processed in compliance with policy and personnel changes:

a. Ben Zeller, County Judge - County Judge's Office:

1. A revised job description for the Director of Human Resources, effective June 2024.

2. Salary change for Giani Cantu, Chief of Staff, from a rate of \$35.02 per hour, Budget Code 100-400-1103 to a rate of \$41.39 per hour, effective June 29, 2024. Other Remarks: Cell phone allowance 41.54 per pay period (100-400-1139).

3. Retirement of Gina Howard, Director (HR), with Commissioners Court authorization to pay out full balance of unused PTO, effective July 31, 2024. Other Remarks: End cellphone allowance of \$41.54 per pay period.

4. Salary and position/other change for Giani Cantu, from Chief of Staff (County Judge's Office), at a rate of \$41.39 per hour, Budget Code 100-400-1103 to Director of Human Resources (Human Resources), at a rate of \$44.25 per hour, Budget Code 100-505-1101, effective August 1, 2024. Other Remarks: Continue cellphone allowance of \$41.54 per pay period.

b. David Gonzales, Public Health Director - Victoria County Public Health Department:

1. Employment of Lizeth M. Cruz Solorzano, PAT Parent Educator, at a rate of \$18.50 per hour, Budget Code 803-631-1150, effective July 16, 2024. Grade 5 Plan General.

2. Other Code Change for Ralph Montes, PHEP Coordinator, at a rate of \$27.05 per hour, from Budget Code 800-682-1104 to Budget Code 800-666-1104, effective July 13, 2024. Other Remarks: **Cell Phone Allowance CHANGE to budget coding: 800-666-1139; \$41.54 per pay period.

3. Resignation of Michelle Castellanos, PAT Parent Educator, with 0.89 Compensatory hours due, effective June 28, 2024.

4. Resignation of Isaiah DeLaRosa, Extra Help, effective July 2, 2024.

c. Matthew Schneider, IT Director, IT Department:

1. Employment of David Silguero, Senior Tech, at a rate of \$21.00 per hour, Budget Code 100-503-1108, effective July 16, 2024. Remarks: General, Grade 7.

2. Salary and position change for David Solis, from System Admin II, at a rate of \$31.90 per hour, Budget Code 100-503-1110 to Assistant Director, at a rate of \$37.86 per hour, Budget Code 100-503-1105, effective July 13,

2024. Other Remarks: Annual cell phone allowance \$1080.04 100-503-1139. Remarks: General, Grade 15.

3. Salary and position change for Michael MacFarlane, from System Admin I, at a rate of \$27.16 per hour, Budget

Code 100-503-1111 to System Admin II, at a rate of \$30.00 per hour, Budget Code 100-503-1110, effective July

13, 2024. Other Remarks: Add Annual cell phone allowance \$1080.04 100-503-1139. Remarks: General, Grade 10.

d. Kenneth Sexton, Commissioner, Precinct No. 4 - Road and Bridge, Precinct

No. 4:

1. Resignation of Dennis Cano, Jr., Sr. Equipment Operator, with 1.23 PTO and 0.13 Compensatory hours due, effective June 26, 2024.

e. Richard Castillo, Fire Marshal - Victoria County Fire Marshal's Office:

1. Salary change and position/other change for Drew K. Pilkington, from Deputy Fire Marshal/ARFF, at a rate of \$21.22 per hour, Budget Codes 100-550-1108 \$21.22 and 100-550-1137 Cert. pay \$1800 Annual to Asst. Fire Marshal, at a rate of \$23.84 per hour, Budget Codes 100-550-1107 \$23.84 and 100-550-1137 Cert. pay \$1800 Annual, effective July 13, 2024. Other Remarks: Continue annual cell phone allowance \$1080.04/\$41.54 BiWkly - Hours remain 2964 Annual - Fire - Cert pay 100-550-1137 \$1800/\$69.23 biwkly. Grade 8 Plan Fire. Remarks: Move grade 7 to 8 under Fire.

f. Pama Hencerling, Chief Probation Officer - Juvenile Detention:

1. Resignation of Tony Landry Thomas, JSO-PT, effective July 3, 2024.
2. Resignation of Sonia Lorena Olguin, Extra Help-PRN, effective July 5, 2024.

g. Mark Sloat - Animal Services Director - Victoria County Animal Services:

1. Resignation of Ashley N. Moreno, Clerk III, with 63.80 PTO and 16.16 Compensatory hours due, effective July 2, 2024.

h. Justin Marr/Mark Sloat - Sheriff/Animal Services Director - Sheriff's Office/Victoria County Animal Services:

1. Salary and position change for Carol Shaw, from Telecommunication Operator (Sheriff's Office), at a rate of \$21.76 per hour, Budget Code 100-562-1153 to Clerk III (Animal Services), at a rate of \$18.37 per hour, Budget Code 100-630-1108, effective July 13, 2024. Other Remarks: Transfer of Departments. Grade 3 Plan General.

i. Brian Watson, Public Defender - Public Defender's Office:

1. Employment of Claire Profilet, Felony Defender, at a rate of \$52.88 per hour, Budget Code 525-401-1103, effective July 16, 2024.

Motion adopted.

30. Adjourn.

(30-2:23:18)

30. July 15, 2024. The Commissioners Court adjourned the meeting of July 15, 2024.