

**MINUTES OF THE COMMISSIONERS COURT OF DE WITT COUNTY, TEXAS
REGULAR MEETING – JUNE 8, 2020**

DeWitt County Commissioners Court met in regular session June 8, 2020 at 9:00 a.m. in the County Courtroom at the DeWitt County Courthouse in Cuero, Texas, with the following members present:

County Judge Daryl L. Fowler
Commissioner Curtis Afflerbach, Precinct No. 1
Commissioner James B. Pilchick Sr., Precinct No. 2
Commissioner James Kaiser, Precinct No. 3
Commissioner Richard Randle, Precinct No. 4

Call to Order; Pledge of Allegiance & Invocation

Judge Fowler called the meeting to order and led everyone in the pledge of allegiance. Mr. Afflerbach gave the invocation.

New Business:

Aerial Fireworks Ban (No. 1)

Court passed on taking any action on this agenda item.

Child Welfare Board Budget (No. 2)

MOTION: Mr. Kaiser made a motion to receive and approve the 2020-2021 fiscal year budget of the DeWitt County Child Welfare Board. Mr. Pilchick seconded the motion. Motion carried on a vote of 5-0.

Child Welfare Board Membership (No. 3)

MOTION: Mr. Kaiser made a motion to approve the appointment to the DeWitt County Child Welfare Board of Kathryn Hiatt. Mr. Pilchick seconded the motion. Motion carried on a vote of 5-0.

Citizen Input and Feedback on Open Records Request dated 1/7/2020 (No. 4)

Court received comments from Gus Leck and Allan Hartman regarding commissioner precinct equipment and operations.

Independent External Audit (No. 5)

MOTION: Mr. Randle made a motion to authorize the annual outside audit of DeWitt County financial statements for the year ending September 30, 2020 and nominate a Certified Public Accountant to conduct the audit being Harrison, Waldrop & Uherek LLP. Mr. Afflerbach seconded the motion. Motion carried on a vote of 5-0.

Certificate of Participation (No. 6)

MOTION: Mr. Afflerbach made a motion to receive Certificate of Participation from Texas A&M AgriLife Extension for Tax Assessor-Collector Ashley Dawn Mraz for successfully completing 3 hours of educational training from V.G. Yong Institute of County Government for the 2020 Moving Forward: SB2 and the County Budget webinar. Mr. Kaiser seconded the motion. Motion carried on a vote of 5-0.

Monthly Report of Officials (No. 7)

County Auditor's office received reports from all officials except District Attorney, County Attorney and Flood Plain Administrator.

MOTION: Mr. Kaiser made a motion to approve monthly report of officials. Mr. Pilchick seconded the motion. Motion carried on a vote of 5-0.

County Auditor's Monthly Report (No. 8)

MOTION: Mr. Kaiser made a motion to receive County Auditor's Monthly Report. Mr. Pilchick seconded the motion. Motion carried on a vote of 5-0.

County Treasurer's Monthly Report (No. 9)

Court passed on taking any action on this agenda item.

Amend 2020 Salary Order (No. 10)

MOTION: Mr. Randle made a motion to amend the DeWitt County Salary Order FY2020, by Court Order 2020-034, for the reduction of one full time position and addition of one part time position for Commissioner Pct. 4 pursuant to that court order. Mr. Kaiser seconded the motion. Motion carried on a vote of 5-0.

Pipeline Crossing Permit (No. 11)

MOTION: Mr. Kaiser made a motion to approve pipeline crossing permit with Burlington Resources Oil & Gas LP to cross Schendel Road in Commissioner Precinct No. 3. Mr. Pilchick seconded the motion. Motion carried on a vote of 5-0.

Minutes (No. 12)

MOTION: Mr. Afflerbach made a motion to receive and approve minutes of the previous term of court. Mr. Kaiser seconded the motion. Motion carried on a vote of 5-0.

Accounts Payable (No. 13)

MOTION: Mr. Kaiser made a motion to approve accounts payable. Mr. Randle seconded the motion. Motion carried on a vote of 5-0.

Ratified Accounts Payable (No. 14)

MOTION: Mr. Randle made a motion to approve ratified accounts payable. Mr. Pilchick seconded the motion. Motion carried on a vote of 5-0.

Budget Amendment Requests (No. 15)

None

Personnel Changes (No. 16)

None

Bonds (No. 17)

None

Courthouse/Annex Expenditures/Maintenance/Improvements (No. 18)

MOTION: Mr. Kaiser made a motion to approve purchase order for \$2,534.00 from Trane to replace faulty valves on the makeup stations. Mr. Pilchick seconded the motion. Motion carried on a vote of 5-0.

MOTION: Mr. Kaiser made a approve proposal to run tracer wire and award it to Infiniti Communications Technologies Inc. and issue a purchase order for \$5,850.00. Mr. Randle seconded the motion. Motion carried on a vote of 5-0.

Legislative Update (No. 19)

Judge Fowler reported that he sat in on a question and answer conference call with Steve Holzheuser, several County Judges and State Representative Drew Darby, who was the former Chairman of the House of Energy Committee.

Discussion of Commissioner Precinct Operations (No. 20)

Commissioners discussed normal precinct operations.

Motorola Update (No. 21)

No update.

County Building Workshop (No. 22)

Mr. Randle reported that Weaver and Jacobs Constructors Inc. would be opening bids on Tuesday, June 9, 2020 and Mr. Randle will attend representing the county. The final guaranteed construction price is scheduled to be presented for approval at the next commissioner's court meeting.

Intertek PSI Construction Materials Testing Proposal (No. 23)

MOTION: Mr. Randle made a motion to accept proposal Number 0330-312153 and authorize county judge to enter into a contract with Intertek PSI for construction materials for new annex building testing for an estimated cost of \$17,201.00. Mr. Pilchick seconded the motion. Motion carried on a vote of 5-0.

Tim Westphal Accessibility Proposal (No. 24)

After discussion, Mr. Randle requested that this matter be placed on the next agenda.

Workshop on 2021 Budget (No. 25)

Workshop on FY2021 budget not held.

COVID-19 Disaster Update (No. 26)

Judge Fowler gave an update regarding COVID-19 virus.

Adjourn (No. 27)

MOTION: Mr. Kaiser made a motion to adjourn. [Adjourned at 11:05 a.m.]

**MINUTES OF THE COMMISSIONERS COURT OF DE WITT COUNTY, TEXAS
REGULAR MEETING – JUNE 22, 2020**

DeWitt County Commissioners Court met in regular session June 22, 2020 at 9:00 a.m. in the County Courtroom at the DeWitt County Courthouse in Cuero, Texas, with the following members present:

County Judge Daryl L. Fowler
Commissioner Curtis Afflerbach, Precinct No. 1
Commissioner James B. Pilchick Sr., Precinct No. 2
Commissioner James Kaiser, Precinct No. 3
Commissioner Richard Randle, Precinct No. 4

Call to Order; Pledge of Allegiance & Invocation

Judge Fowler called the meeting to order and led everyone in the pledge of allegiance. Mr. Randle gave the invocation.

New Business:

Schedule Public Hearing Date (No. 1)

MOTION: Mr. Pilchick made a motion to schedule a public hearing date on the 13th day of July 2020 at 9:00 a.m. in the DeWitt County Courtroom for the purpose of placing 4-way stop signs at the intersections of Matthew-Adams Road, Primitive Baptist Church Road, and Edgar-Leesville Road in Commissioner Precinct No. 2. Mr. Randle seconded the motion. Motion carried on a vote of 5-0.

Schedule Public Hearing Date (No. 2)

MOTION: Mr. Kaiser made a motion to schedule a public hearing for July 13, 2020 in the DeWitt County Courtroom at 9:00 a.m. for the purpose of installing No Thru Truck Traffic signs on Charco Road from FM 2980 to FM 239 in Commissioner Precinct No. 3. Mr. Randle seconded the motion. Motion carried on a vote of 5-0.

Commissioners Road Reports (No. 3)

MOTION: Mr. Kaiser made a motion to receive County Commissioner's Road (Condition) Reports for FY2020 for DeWitt County Precinct No. 1 Precinct No. 2, Precinct No. 3 and Precinct No. 4 and forward them to the grand jury pursuant to the provisions outlined in the Texas Transportation Code Chapter 251.005 and 251.018. Mr. Pilchick seconded the motion. Motion carried on a vote of 5-0.

Law Enforcement Support Office Application (No. 4)

MOTION: Mr. Kaiser made a motion to ratify DeWitt County Sheriff's Office application for participation with the Law Enforcement Support Office. Mr. Pilchick seconded the motion. Motion carried on a vote of 5-0.

Motorola Update (No. 25)

Court received update from Motorola representative George Ebelt. Mr. Ebelt reported that Motorola was working on frequency issues, performing final testing of frequencies and the Cuero site shelter should be in during the month of July.

Interlocal Agreement (No. 5)

MOTION: Mr. Kaiser made a motion to approve an Interlocal agreement between the County of DeWitt and the City of Cuero for emergency communication services provided through the IPAWS system, Court Order Number 2020-038. Mr. Pilchick seconded the motion. Motion carried on a vote of 5-0.

Request for Unpaid Intern (No. 6)

MOTION: Mr. Afflerbach made a motion to approve the job description for the position of an unpaid voluntary intern Emergency Management Coordinator. Mr. Pilchick seconded the motion. Motion carried on a vote of 5-0.

MOTION: Mr. Afflerbach made a motion to approve unpaid intern, Alex Esparza, for Emergency Management Coordinator as part of Emergency Management Program from North Texas State University consisting of 6 weeks and 240 hours. Mr. Pilchick seconded the motion. Motion carried on a vote of 5-0.

TXDOT Highway 72 Expansion Plans (No. 7)

MOTION: Mr. Kaiser made a motion to receive drawings for realignment of the intersection of Wood Cemetery Road and Highway 72 West in Precinct Three (3). Mr. Pilchick seconded the motion. Motion carried on a vote of 5-0.

Personnel and Policy Manual Proposed Change (No. 8)

Court passed on taking any action on this agenda item.

Personnel and Policy Manual Proposed Change (No. 9)

Court passed on taking any action on this agenda item.

Voluntary Dental Coverage (No. 10)

MOTION: Mr. Kaiser made a motion to approve the voluntary dental coverage to cover TAC Dental Plan II voluntary payroll deduction group provided through Texas Association of Counties Health and Employee Benefits Pool (TAC HEBP) effective October 1, 2020; authorize payroll deduction and authorize the judge to sign the document. Mr. Afflerbach seconded the motion. Motion carried on a vote of 5-0.

Termination of Contract (No. 12)

MOTION: Mr. Kaiser made a motion to receive letter notifying Liberty Resources Family Services Inc. of termination of the contract with DeWitt County Juvenile Probation for non-residential services. Mr. Randle seconded the motion. Motion carried on a vote of 5-0.

Order Designating Chief Juvenile Probation Officer as Exempt Employee Positions (No. 15)

MOTION: Mr. Pilchick made a motion for the approval of Court Order #2020-037 designating DeWitt County's Chief Juvenile Probation Officer as an exempt employee position pursuant to the U.S Department of Labor and Section 13(a)(1) of the Fair Labor Standards Act. Mr. Kaiser seconded the motion. Motion carried on a vote of 5-0.

Independent External Audit (No. 13)

MOTION: Mr. Afflerbach made a motion to authorize annual outside financial audit of DeWitt County Juvenile Probation Department for the year ending August 31, 2020. Mr. Kaiser seconded the motion. Motion carried on a vote of 5-0.

County Building Workshop (No. 26)

MOTION: Mr. Randle made a motion to approve the guaranteed maximum construction price from Weaver & Jacobs; authorize County Judge to execute contract "Amendment A" stating the amount of the project is \$6,831,506.00 and the project completion time would be fourteen (14) months from today. Mr. Afflerbach seconded the motion. Motion carried on a vote of 5-0.

Tim Westphal Accessibility Proposal (No. 27)

MOTION: Mr. Randle made a motion to approve the invoice to pay Tim Westphal for the ADA requirements of the new annex for \$1,030.00 and authorize the county judge to submit. Mr. Kaiser seconded the motion. Motion carried on a vote of 5-0.

Trane Boiler Service & Maintenance Agreement (No. 11)

MOTION: Mr. Kaiser made a motion to approve the proposal for boiler service and HVAC maintenance in the DeWitt County Courthouse and take advantage of the 3% discount of \$194.67. Mr. Pilchick seconded the motion. Motion carried on a vote of 5-0.

Request for Proposals (No. 14)

MOTION: Mr. Randle made a motion to authorize to advertise for Request for Proposals for Specifications for Disaster Debris Management, Removal and Disposal Services. Mr. Kaiser seconded the motion. Motion carried on a vote of 5-0.

County Treasurer's Monthly Reports (No. 16)

MOTION: Mr. Kaiser made a motion to receive and approve County Treasurer's Monthly Report, Court Order 2020-035 for the month of April correction report and Court Order 2020-036 for the month of May. Mr. Afflerbach seconded the motion. Motion carried on a vote of 5-0.

Accounts Payable (No. 17)

MOTION: Mr. Randle made a motion to approve accounts payable and late bills. Mr. Pilchick seconded the motion. Motion carried on a vote of 5-0.

Ratified Accounts Payable (No. 18)

MOTION: Mr. Randle made a motion to approve ratified accounts payable. Mr. Afflerbach seconded the motion. Motion carried on a vote of 5-0.

Budget Amendment Requests (No. 19)

MOTION: Mr. Kaiser made a motion to approve budget amendments. Mr. Pilchick seconded the motion. Motion carried on a vote of 5-0.

Personnel Changes (No. 20)

Monica Mangum, Clerk, Tax Assessor; step increase effective June 11, 2020; Category 1 Step 2; 1 year of employment; rate of pay to be \$16.26/hour; next possible step increase June 11, 2021

Whitney Smith, Executive Secretary, County Attorney; step increase effective July 8, 2020; Category 3 Step 2; 1 year of employment; rate of pay to be \$20.29/hour; next possible step increase July 8, 2021

Desirae Poth, Assistant Auditor, Auditor; step increase effective July 29, 2020; Category 2 Step 2; 1 year of employment; rate of pay to be \$19.42/hour; next possible step increase July 29, 2021

MOTION: Mr. Kaiser made a motion to approve personnel changes. Mr. Pilchick seconded the motion. Motion carried on a vote of 5-0.

Bonds (No. 21)

None

Courthouse/Annex Expenditures/Maintenance/Improvements (No. 22)

Court reviewed the Contractor's Application for Payment from JC Stoddard Construction Co.

MOTION: Mr. Kaiser made a motion to authorize the auditor to pay the current payment balance of \$37,386.78. Mr. Randle seconded the motion. Motion carried on a vote of 5-0.

Legislative Update (No. 23)

No Legislative update.

Discussion of Commissioner Precinct Operations (No. 24)

Commissioner Precinct No. 1 reported that the road work on Rosie Dunn Road has been completed and now working on Respondek Road.

Commissioner Precinct No. 2 reported that the seal coating today and tomorrow.

Commissioner Precinct No. 3 reported that the road work on Charco Road has been completed from FM 2980 to FM 239.

Commissioner Precinct No. 4 reported normal precinct operations.

Recess

Court recessed until 1:30 p.m.

Reconvene

Court reconvened at 1:30 p.m.

Workshop on 2021 Budget (No. 28)

Court held a workshop on 2021 budget. County Auditor discussed all budget request that had been submitted to her office.

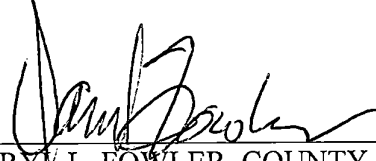
COVID-19 Disaster Updater (No. 29)

Court received update regarding COVID-19 virus.

Adjourn

MOTION: Mr. Kaiser made a motion to adjourn. [Adjourned at 3:25 p.m.]

THE FOREGOING MINUTES FOR THE MONTH OF JUNE A.D. 2020 WERE READ AND APPROVED IN REGULAR SESSION OF COURT ON THIS THE 13TH DAY OF JULY, A.D. 2020.



DARYL L. FOWLER, COUNTY JUDGE



NATALIE CARSON, COUNTY CLERK

