

**MINUTES OF THE COMMISSIONERS COURT OF DE WITT COUNTY, TEXAS  
REGULAR MEETING – APRIL 13, 2020**

DeWitt County Commissioners Court met in regular session April 13, 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:**

**CodeRED Next Services Agreement (No. 1)**

Consensus of the court that the county continue with CodeRed services and proceed with agreements with City of Yorktown and City of Yoakum. (No documentation)

**Interlocal Agreement (No. 2)**

Passed

**Interlocal Agreement (No. 3)**

Passed

**Soil & Water Stewardship Week Proclamation (No. 4)**

MOTION: Mr. Randle made a motion to adopt a proclamation establishing April 26, 2020 through May 3, 2020 as 2020 Soil & Water Stewardship Week and give Judge Fowler authorization to sign the proclamation. Mr. Pilchick seconded the motion. Motion carried on a vote of 5-0.

**Child Abuse Awareness and Prevention Month Proclamation (No. 5)**

MOTION: Mr. Afflerbach made a motion to ratify approval of Proclamation establishing April 2020 as National Child Abuse Prevention Month. Mr. Randle seconded the motion. Motion carried on a vote of 5-0.

**TDCJ Project Agreement Form (No. 6)**

MOTION: Mr. Afflerbach made a motion to approve Project Agreement Form between Texas Department of Criminal Justice and DeWitt County for prison labor at the DeWitt County Historical Museum with effective dates of May 1, 2020 through October 30, 2020. Mr. Kaiser seconded the motion. Motion carried on a vote of 5-0.

**Certificate of Completion (No. 7)**

MOTION: Mr. Afflerbach made a motion to receive Certificate of Completion from the VG Young Institute of County Government for Commissioner Richard Randle for successfully completing 17 hours of educational training at the 2020 School for County Commissioners Courts. Mr. Kaiser seconded the motion. Motion carried on a vote of 5-0.

**Notice of Grant Eligibility (No. 8)**

MOTION: Mr. Randle made a motion to authorize application for County Transportation Infrastructure Funds (CTIF) grant program. Mr. Pilchick seconded the motion. Motion carried on a vote of 5-0.

**Motor Fuel Bid (No. 9)**

MOTION: Mr. Randle made a motion to modify the current bid package specifications for motor fuel to read the vendor will bill the county at the rack price plus mark up on the day of purchase by vendor. Mr. Kaiser seconded the motion. Motion carried on a vote of 5-0.

**Award of Bid and Contract Approval (No. 10)**

**Motor Fuels:**

MOTION: Mr. Kaiser made a motion to award bid to Schmidt & Sons the contract for motor fuels for all precincts. Mr. Pilchick seconded the motion. Motion carried on a vote of 5-0.

**Road Materials:**

<b><u>Product</u></b>	<b><u>Primary</u></b>	<b><u>Alternate</u></b>
Pre-Coated Aggregate Grade 3 Precinct No. 1, 2, 4 Precinct No. 3	Colorado Materials Colorado Materials	Brauntex Materials Inc. Vulcan Construction Material
Pre-Coated Aggregate Grade 4	Brauntex Materials Inc.	Colorado Materials
Pre-Coated Aggregate Grade 5 Precinct No. 1 Precinct No. 2, 3, 4	Colorado Materials Brauntex Materials Inc.	Brauntex Materials Inc. Colorado Materials

Premix Rock Asphalt	Vulcan Construction	No Alternate
Hot Mix Cold Laid Grade B	Brauntex Materials, Inc.	Colorado Materials
Hot Mix Cold Laid Grade D	Brauntex Materials, Inc.	Colorado Materials
Crushed Limestone Base Pct. 1, 2 & 3	Colorado Materials	Allstar Materials
Pct. 4	Allstar Materials	Colorado Materials
Crushed Limestone Cover Stone, 1/4" F Rock Pct. 1	Quality Hot Mix, Inc.	Allstar Materials
Pct. 2, 3 & 4	Allstar Materials	Quality Hot Mix, Inc.
Crushed Limestone Cover Stone, Type B, Grade 3	Quality Hot Mix, Inc.	Allstar Materials
Crushed Limestone Cover Stone, Type B, Grade 4 Pct. 1, 2 & 3	Quality Hot Mix, Inc.	Allstar Materials
Pct. 4	Quality Hot Mix, Inc.	Colorado Materials
3/4 to Dust Limestone Pct. 1, 3, 4	Allstar Materials	Martin Marietta Materials SW LLC
Pct. 2	Allstar Materials	Quality Hot Mix, Inc.
Bulk Rate Cement	Martin Marietta Materials	No Alternate
3/8" Pea Gravel	ABN Construction, LLC	Allstar Materials
1-340-C PG70-22 SAC Delivered & Not Delivered	Colorado Materials	No Alternate Bid
1-340-C PG64-22 SAC Delivered & Not Delivered	Colorado Materials	No Alternate Bid
HMAC Type D Delivered	Brauntex Materials	Colorado Materials
Pit Run Gravel	All Bids	
Screened Gravel	All Bids	

Bull Rock  
Delivered & Not Delivered

All Bids

MOTION: Mr. Afflerbach made a motion to award bid contract for road materials applicable to all commissioner precincts as list provided. Mr. Randle seconded the motion. Motion carried on a vote of 5-0.

**Concrete:**

MOTION: Mr. Afflerbach made a motion to award bid for concrete to ABN Construction. Mr. Pilchick seconded the motion. Motion carried on a vote of 5-0.

**Seal Coating:**

MOTION: Mr. Afflerbach made a motion to award bid contract for seal coating applicable to all commissioner precincts to H & C Construction as primary and Tierra Lease Service LLC as alternate. Mr. Pilchick seconded the motion. Motion carried on a vote of 5-0.

**Asphalt Oils:**

<b><u>Product</u></b>	<b><u>Primary</u></b>	<b><u>Alternate</u></b>
AC-5	Martin Asphalt	Ergon Asphalt
AC-10	Martin Asphalt	Ergon Asphalt
AC-15P	Martin Asphalt	Ergon Asphalt
MC-30	Martin Asphalt	Wright Asphalt
CRS-2P	Martin Asphalt	Cleveland Asphalt
RC-250	Martin Marietta	Cleveland Asphalt

MOTION: Mr. Afflerbach made a motion to award bid contract for asphalt oils applicable to all commissioner precincts as list provided. Mr. Kaiser seconded the motion. Motion carried on a vote of 5-0.

**Award of Bid and Contract Approval (No. 11)**

MOTION: Mr. Afflerbach made a motion to award bid contract for inmate food services to Ben E. Keith Foodservice. Mr. Kaiser seconded the motion. Motion carried on a vote of 5-0.

**County Auditor's 2nd Quarter 2020 Cash Count Report (No. 12)**

MOTION: Mr. Kaiser made a motion to receive County Auditor's 2nd Quarter 2020 Cash Count Report. Mr. Pilchick seconded the motion. Motion carried on a vote of 5-0.

**Monthly Report of Officials (No. 13)**

County Auditor's office received monthly reports from all officials except County Attorney, County Treasurer, Floodplain and Juvenile Probation Department.

MOTION: Mr. Kaiser 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. 14)**

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

**County Treasurer's Quarterly Investment Report (No. 15)**

Passed

**County Treasurer's Monthly Report (No. 16)**

Passed

**Minutes (No. 17)**

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

**Accounts Payable (No. 18)**

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

**Ratified Accounts Payable (No. 19)**

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

**Budget Amendment Requests (No. 20)**

None

## Personnel Changes (No. 21)

Hilary Allen, Assistant Treasurer, County Treasurer; step increase effective April 1, 2020; Category 2 Step 2; 1 year of employment; rate of pay to be \$19.42/hour; next possible step increase April 1, 2021

Ricky Nunez, Equipment Operator, Precinct 2; step increase effective April 4, 2020; Category 17 Step 6; 10 years of employment; rate of pay to be \$21.83/hour; next possible step increase April 4, 2022

Benancio Luna, Custodian/Janitor; Building Maintenance; step increase effective April 1, 2020; Category 5 Step 5; 7 years of employment; rate of pay to be \$18.63/hour; next possible step increase April 1, 2023

Sierra Anzualda, Clerk; Tax Assessor; step increase effective April 22, 2020; Category 1 Step 2; 1 year of employment; rate of pay to be \$16.26/hour; next possible step increase April 22, 2021

Jennifer Noyes, Deputy Clerk; District Clerk; hired effective March 23, 2020; Category 1 Step 1; rate of pay to be \$14.76/hour; next possible step increase March 23, 2021

Garrett Davidson, Deputy, Sheriff Office; step increase effective April 9, 2020; Category 15 Step 3; rate of pay to be \$21.85/hour, cell \$16.16/bi-weekly; next possible step increase April 4, 2023

Charlotte Andersen, Jailer, Sheriff Office; step increase effective April 26, 2020; Category 12 Step 3; 2 years of employment; rate of pay to be \$19.05/hour; next possible step increase April 26, 2023

Zachary Mraz, Jailer, Sheriff Office; step increase effective April 8, 2020; Category 12 Step 2; rate of pay to be \$18.44/hour; next possible step increase April 8, 2021

William Reese, Jr., Jailer, Sheriff Office; step increase effective March 11, 2020; Category 12 Step 2; rate of pay to be \$18.44/hour; next possible step increase March 11, 2021

Jose Juarez, Deputy, Sheriff Office; step increase effective March 29, 2020; Category 15 Step 3; 2 years of employment; rate of pay to be \$22.95/hour; next possible step increase March 29, 2023

James Cockroft, Deputy, Sheriff Office; step increase effective March 29, 2020; Category 15 Step 3; 2 years of employment; rate of pay to be \$21.85/hour; next possible step increase March 29, 2023

Sara Flowers, Dispatcher, Sheriff Office; hired effective March 5, 2020; Category 7 Step 1; rate of pay to be \$17.32/hour; next possible step increase March 5, 2021

Craig Cooper, Equipment Operator, Precinct 1; hired effective March 23, 2020; Category 17 Step 2; rate of pay to be \$19.42/hour, cell phone \$16.16; next possible step increase March 23, 2022

Melissa Alcazar, Election Administrator, Elections; step increase effective April 9, 2020; Category 3 Step 3; 2 years of employment; rate of pay to be \$20.89/hour; next possible step increase April 9, 2020

Blair Duran, Executive Secretary, County Judge; step increase effective April 23, 2020; Category 3 Step 3; 2 years of employment; rate of pay to be \$20.89/hour; next possible step increase April 23, 2023

Bethany McBride-Hobbs, Deputy, Sheriff Office; hired effective April 6, 2020; Category 15 Step 2; rate of pay to be \$21.25/hour, cell \$16.16/bi-weekly; next possible step increase April 6, 2022

Kirk Fowler, Deputy, Sheriff Office; hired effective April 8, 2020; Category 15 Step 1; rate of pay to be \$20.05/hour, cell \$16.16/bi-weekly; next possible step increase April 8, 2021

Ruben Rodriguez, Equipment Operator, Precinct 4; step increase effective April 13, 2020; Category 17 Step 4; 5 years of employment; rate of pay to be \$20.63/hour; next possible step increase April 13, 2022

Gordon Stehling, Equipment Operator, Precinct 3; step increase effective April 20, 2020; Category 17 Step 5; 7 years of employment; rate of pay to be \$21.23/hour; next possible step increase April 20, 2023

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

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

Judge Fowler reported that the backflow assembly is damaged and needs to be either repaired or replaced. Koetter Fire Protection provided quotes to repair or replace. Consensus of the court to authorize Judge Fowler to have the backflow assembly replaced.

**Legislative Update (No. 23)**

No update

**Discussion of Commissioner Precinct Operations (No. 24)**

Commissioners discussed normal precinct operations.

**Motorola Update (No. 25)**

No update

**County Building Workshop (No. 26)**

Court discussed issues related to the planning and construction of a new county annex. Brad Kocurek, with RMA Architects & Interior Designers, presented the court with an overview of the proposed interior designs.

**COVID-19 Disaster Update (No. 27)**

Court receive update regarding COVID-19 virus from Emergency Management Coordinator Cyndi Smith.

**Adjourn (No. 28)**

MOTION: Mr. Kaiser made a motion to adjourn. [Adjourned at 11:15 a.m.]

**MINUTES OF THE COMMISSIONERS COURT OF DE WITT COUNTY, TEXAS  
REGULAR MEETING – APRIL 20, 2020**

DeWitt County Commissioners Court met in regular session April 20, 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:**

**DeWitt County Historical Commission Appointment (No. 1)**

MOTION: Mr. Afflerbach made a motion to appoint Bryan Gonzales to the DeWitt County Historical Commission for the remaining 2019-2020 term. Mr. Kaiser seconded the motion. Motion carried on a vote of 5-0.



**Tobacco Settlement Proceeds Payment (No. 2)**

MOTION: Mr. Kaiser made a motion to receive 2020 Texas Department of State Health Services payment from tobacco settlement proceeds in the amount of \$12,249.44. Mr. Afflerbach seconded the motion. Motion carried on a vote of 5-0.

**Commissioners Court Meeting Schedule (No. 4)**

MOTION: Mr. Afflerbach made a motion to reschedule the regularly scheduled Monday Commissioners Court Meeting of May 25, 2020 for May 27, 2020. Mr. Randle seconded the motion. Motion carried on a vote of 5-0.

**County Treasurer's Quarterly Investment Report (No. 5)**

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

**County Treasurer's Monthly Report (No. 6)**

MOTION: Mr. Kaiser made a motion to receive and approve County Treasurer's Monthly Report, Court Order Number 2020-009. Mr. Randle seconded the motion. Motion carried on a vote of 5-0.

**Road Materials Bid Contract (No. 7)**

MOTION: Mr. Kaiser made a motion to strike A1 and A7 of Attachment A to the Road Materials Bid Contract with Martin Marietta for Bulk Rate Cement that was previously awarded on April 13, 2020. Mr. Pilchick seconded the motion. Motion carried on a vote of 5-0.

**Accounts Payable (No. 8)**

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

**Ratified Accounts Payable (No. 9)**

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

**Budget Amendment Requests (No. 10)**

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. 11)**

Jose Juarez, Patrol Sergeant, Sheriff Office; correction of position & category to reflect Patrol Sergeant; step increase effective March 29, 2020; Category 14 Step 3; 2 years of employment; rate of pay to be \$22.95/hour; next possible step increase March 29, 2023

Carlos Reyes, Jr., Jailer, Sheriff Office; hired effective April 22, 2020; Category 12 Step 1; rate of pay to be \$17.32/hour; next possible step increase April 22, 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. 12)**

Continuation Bond Todd Pfenninger as Reserve Deputy Sheriff

MOTION: Judge Fowler made a motion to approve bond of Reserve Deputy Todd Pfenninger. Mr. Afflerbach seconded the motion. Motion carried on a vote of 5-0.

### **Courthouse/Annex Expenditures/Maintenance/Improvements (No. 13)**

Judge Fowler reported that the concrete was poured last week in the parking lot across from the Annex Building.

Judge Fowler reported that representatives from Komatsu and JC Stoddard would be here on Friday to discuss the work to be done on the basement water issue.

Commissioners Court discussed the issues with the compressor in the chiller unit and the Trane quote for the replacement of the compressor. Court passed on taking any action at this time.

### **Legislative Update (No. 14)**

No Legislative update.

### **Motorola Update (No. 16)**

No update on the Motorola project.

### **COVID-19 Disaster Update (No. 18)**

Commissioners Court received update regarding COVID-19 virus from EMC Cyndi Smith.

**New Annex Building Design Drawings (No. 3)**

MOTION: Mr. Randle made a motion to approve to move forward to the 100% design drawings, proposed 100% design budget and approval of bids for new annex building. Mr. Pilchick seconded the motion. Motion carried on a vote of 5-0.

**County Building Workshop (No. 17)**

Mr. Randle gave an update during agenda item number 3.


**Discussion of Commissioner Precinct Operations (No. 15)**

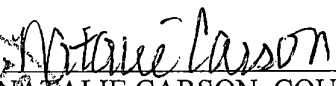
Commissioners discussed normal precinct operations.

**Adjourn (No. 19)**

MOTION: Mr. Kaiser made a motion to adjourn. [Adjourned at 10:05 a.m.]

THE FOREGOING MINUTES FOR THE MONTH OF APRIL A.D. 2020 WERE READ AND APPROVED IN REGULAR SESSION OF COURT ON THIS THE 11TH DAY OF MAY, A.D. 2020.

  
DARYL L. FOWLER, COUNTY JUDGE

ATTEST:   
NATALIE CARSON, COUNTY CLERK

