

**MINUTES OF THE COMMISSIONERS COURT OF DE WITT COUNTY, TEXAS
REGULAR MEETING – FEBRUARY 10, 2025**

DeWitt County Commissioners Court met in regular session February 10, 2025 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 Ryan Varela, Precinct No. 1
Commissioner James B. Pilchick Sr., Precinct No. 2
Commissioner James Kaiser, Precinct No. 3
Commissioner Brian Carson, 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. Carson gave the invocation.

New Business:

Public Hearing (No. 1)

Public hearing held in order to provide opportunity for public comments on placing No Tractor Trailer road signs on Old San Antonio Road, Old Gonzales Road, and Ed Blackwell Road in Commissioner Precinct No. 1. No one was present to speak either for or against.

Close Public Hearing (No. 2)

Judge Fowler closed the public hearing.

Rule on Public Hearing (No. 3)

MOTION: Mr. Varela made a motion to approve placement of No Tractor Trailer road signs on Old San Antonio Road, Old Gonzales Road, and Ed Blackwell Road in Commissioner Precinct No. 1. Mr. Carson seconded the motion. Motion carried on a vote of 5-0.

MOTION: Mr. Varela made a motion to rescind the previous motion. Mr. Carson seconded the motion. Motion carried on a vote of 5-0.

MOTION: Mr. Varela made a motion to approve placing No Tractor Trailer road signs on Old San Antonio Road, Old Gonzales Road, and Ed Blackwell Road effective February 10, 2025 at noon in Commissioner Precinct No. 1. Mr. Carson seconded the motion. Motion carried on a vote of 5-0.

Child Welfare Board Membership (No. 5)

MOTION: Mr. Varela made a motion to appoint Vanessa Batts and Madeline Schroller to the DeWitt County Child Welfare Board. Mr. Pilchick seconded the motion. Motion carried on a vote of 5-0.

Justice of the Peace E-Filing System (No. 4)

MOTION: Mr. Kaiser made a motion to adopt the implementation of an electronic record keeping system offered by LGS for the Office(s) of the Justice of the Peace 1 and 2. Mr. Pilchick seconded the motion. Motion carried on a vote of 5-0.

Lease and Rental Agreement (No. 6)

MOTION: Mr. Pilchick made a motion authorizing the judge to submit an application for credit to Holt CAT Equipment for the potential lease of a CAT 150M maintainer. Mr. Kaiser seconded the motion. Motion carried on a vote of 5-0.

Professional Services Agreement (No. 7)

MOTION: Mr. Carson made a motion to approve the agreement between DeWitt County and Lauger Companies Inc. for the professional services involving the DeWitt County Pct. 4 New Office/Shop Building construction project and authorize the county judge to sign the contract. Mr. Varela seconded the motion. Motion carried on a vote of 5-0.

Racial Profiling Report (No. 8)

MOTION: Mr. Kaiser made a motion to receive Racial Profiling Report from DeWitt County Sheriff's Office dated January 30, 2025. Mr. Pilchick seconded the motion. Motion carried on a vote of 5-0.

Racial Profiling Report (No. 9)

MOTION: Mr. Varela made a motion to receive Full Exemption Racial Profiling Report from DeWitt County Attorney dated January 28, 2025. Mr. Carson seconded the motion. Motion carried on a vote of 5-0.

Racial Profiling Report (No. 10)

MOTION: Mr. Varela made a motion to receive Racial Profiling Report from DeWitt County Constable Precinct No. 1 dated February 5, 2025. Mr. Carson seconded the motion. Motion carried on a vote of 5-0.

Independent Contractor Agreement (No. 11)

MOTION: Mr. Varela made a motion to renew a one (1) year agreement with Ramos Expert Cleaning LLC for janitorial services effective February 1, 2025. Mr. Carson seconded the motion. Motion carried on a vote of 5-0.

Temporary Lease of County Right of Way for Saltwater Pipeline (No. 12)

MOTION: Mr. Varela made a motion to adopt Commissioners Court Order 2025-005, an order of the Commissioners Court of DeWitt County, Texas: establishing the temporary lease of county right-of-way for saltwater pipelines; authorizing an application process and a set of rules for operating a saltwater pipeline in a county right-of-way; adopting a lease agreement; and rental rates and fees; and establishing an effective date of October 1, 2024; conforming to the Texas Open Meetings Act. Mr. Pilchick seconded the motion. Motion carried on a vote of 5-0.

Commodity Flow Studies (No. 13)

MOTION: Mr. Varela made a motion to receive and ratify information regarding the Commodity Flow Studies application offered by the Texas Division of Emergency Management for the Local Emergency Planning Committee. Mr. Carson seconded the motion. Motion carried on a vote of 5-0.

Certificate of Membership County Investment Academy (No. 14)

MOTION: Mr. Kaiser made a motion to receive certification that County Judge Daryl L. Fowler has successfully completed investment education that satisfies Section 2256.008 of the Texas Public Funds Investment Act for 2024. Mr. Pilchick seconded the motion. Motion carried on a vote of 5-0.

District Court Reporters' Salaries (No. 15)

MOTION: Mr. Kaiser made a motion to receive the Order(s) from the Administrative District Judges setting and allocating the salaries of the Official Court Reporters for the 24th, 135th, 267th Judicial Districts and the Official Alternate Court Reporter for the 24th, 135th, 267th and 377th Judicial Districts. Mr. Pilchick seconded the motion. Motion carried on a vote of 5-0.

Temporary Right of Way (No. 16)

MOTION: Mr. Pilchick made a motion to approve permit application from EOG Resources for installation of a temporary water line along Rathkamp-Dreyer Road in Commissioner Precinct No. 2. Mr. Kaiser seconded the motion. Motion carried on a vote of 5-0.

Temporary Right of Way (No. 17)

MOTION: Mr. Pilchick made a motion to approve permit application from Burlington Resources Oil & Gas Company LP for installation of a temporary water line along Steen Road in Commissioner Precinct No. 2. Mr. Kaiser seconded the motion. Motion carried on a vote of 5-0.

Affordable Care Act Reporting and Tracking Renewal Services (ARTS) Agreement (No. 18)

MOTION: Mr. Varela made a motion to approve the ARTS 2025 Renewal Confirmation Program Agreement, Fee Schedule for Renewing Participant, and Contract Designation Form. Mr. Carson seconded the motion. Motion carried on a vote of 5-0.

Personnel Policy (No. 36)

Human Resource Director Ashley Hunt gave an update on the personnel policy committee meeting which will take place on March 5, 2025.

Authorize Auditor to Advertise for Request for Proposals (No. 19)

MOTION: Mr. Kaiser made a motion to authorize the County Auditor to advertise for request for proposals (RFP) for inmate food service vendors. Mr. Pilchick seconded the motion. Motion carried on a vote of 5-0.

Workshop on Asphalt Oil, Concrete, Fuel and Road Materials Bid (No. 20)

Court held a workshop on asphalt oil, concrete, fuel and road materials bid.

Authorize Auditor to Advertise for Bids (No. 21)

MOTION: Mr. Kaiser made a motion to authorize the County Auditor to advertise for bids for asphalt oils, concrete, fuel, and road materials. Mr. Pilchick seconded the motion. Motion carried on a vote of 5-0.

County Auditor's Semi-Monthly Reports – January 24-31, 2025 (No. 22)

MOTION: Mr. Varela made a motion to receive De Witt County Auditor's Semi-Monthly Reports dated January 24 thru the 31, 2025. Mr. Carson seconded the motion. Motion carried on a vote of 5-0.

Monthly Report of Officials (No. 23)

County Auditor Neomi Williams reported that her office had received monthly reports from all officials.

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 Deposit Receipt Audit for January 2025 (No. 24)

MOTION: Mr. Kaiser made a motion to receive De Witt County Auditor's Deposit Receipt Audit Report, pursuant to Local Government Code, Chapter 115. Mr. Pilchick seconded the motion. Motion carried on a vote of 5-0.

County Auditor's Payroll Audit Report January 2025 (No. 25)

MOTION: Mr. Kaiser made a motion to receive De Witt County Auditor's Payroll Audit Report, pursuant to Local Government Code, Chapter 115. Mr. Pilchick seconded the motion. Motion carried on a vote of 5-0.

Justice of the Peace, Pct. 2 Statutory Compliance Audit FY 2024 Q2-Q4 (No. 26)

MOTION: Mr. Kaiser made a motion to receive De Witt County Auditor's Audit Report for Justice of the Peace, Pct. 2 Statutory Compliance Audit FY2024 Q2-Q4. Mr. Pilchick seconded the motion. Motion carried on a vote of 5-0.

County Auditor's Child Welfare Board Audit for FY 2025 Q1 (No. 27)

MOTION: Mr. Kaiser made a motion to receive De Witt County Auditor's Child Welfare Board Audit Report, pursuant to Local Government Code, Chapter 115 for FY2025 Q1. Mr. Pilchick seconded the motion. Motion carried on a vote of 5-0.

County Auditor's Inventory Audit of Fixed Assets Report for Health Department (No. 28)

MOTION: Mr. Kaiser made a motion to receive De Witt County Auditor's Inventory of Fixed Assets Audit Report, pursuant to Local Government Code, Section 262.011(i). Mr. Pilchick seconded the motion. Motion carried on a vote of 5-0.

County Treasurer's Monthly Report (No. 29)

MOTION: Mr. Kaiser made a motion to receive and approve Court Order Number 2025-004, approving Treasurer's Monthly Report. Mr. Pilchick seconded the motion. Motion carried on a vote of 5-0.

Minutes (No. 30)

MOTION: Mr. Varela made a motion to receive and approve minutes. Mr. Carson seconded the motion. Motion carried on a vote of 5-0.

Payroll Report (No. 31)

MOTION: Mr. Kaiser made a motion to receive and ratify approval of payroll reports. Mr. Pilchick seconded the motion. Motion carried on a vote of 5-0.

Jury Report (No. 32)

None

Accounts Payable (No. 33)

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. 34)

MOTION: Mr. Kaiser 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. 35)

None

Bonds (No. 37)

None

Courthouse/Annex/Museum Expenditures/Maintenance/Improvements (No. 38)

Judge Fowler reported on the courthouse window repair work.

Legislative Update (No. 39)

Judge Fowler attended the Texas Association of Counties at the Capitol two (2) weeks ago and gave an update to the court.

Discussion of Commissioner Precinct Operations (No. 40)

Commissioner Precinct No. 1 reported that bridge delineators were added to the new box culvert crossing on Old Gonzales Road in the City of Cuero side.

Commissioner Precinct No. 2 discussion pavement failure on Bluebonnet Road, Ellen May Road and Isdale Road.

Commissioner Precinct No. 3 reported on work on Kulawik Road, paved from Zielonka Road to Goehring Road.

Commissioner Precinct No. 4 reported on work on Emil Zielonka Road and plan to pave next week; and removed two (2) low water crossings and installed culverts on River Road.

Public Announcements/Comments (No. 41)

Pedro Gonzalez addressed the court and advised that Southwest Engineers will be housed in Cuero and can offer services to the county and city if needed.

Adjourn (No. 42)

MOTION: Mr. Kaiser made a motion to adjourn. [Adjourned at 11:27 a.m.]

MINUTES OF THE COMMISSIONERS COURT OF DE WITT COUNTY, TEXAS REGULAR MEETING – FEBRUARY 24, 2025

DeWitt County Commissioners Court met in regular session February 24, 2025 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 Ryan Varela, Precinct No. 1
Commissioner James B. Pilchick Sr., Precinct No. 2
Commissioner James Kaiser, Precinct No. 3
Commissioner Brian Carson, Precinct No. 4

New Business:

DeWitt County Historical Commission FY2024 Annual Treasurer's Report (No. 1)

MOTION: Mr. Varela made a motion to receive DeWitt County Historical Commission FY2024 Annual Treasurer's Report. Mr. Carson seconded the motion. Motion carried on a vote of 5-0.

Livestock Show Proclamation (No. 2)

MOTION: Mr. Varela made a motion to adopt resolution proclamation for Livestock Show starting on March 1, 2025 through March 7, 2025 as DeWitt County Youth Livestock Show Week. Mr. Carson seconded the motion. Motion carried on a vote of 5-0.

Memorandum of Understanding (No. 3)

Court passed on this agenda item.

Racial Profiling Report (No. 4)

MOTION: Mr. Varela made a motion to receive Full Exemption Racial Profiling Report from DeWitt County District Attorney. Mr. Carson seconded the motion. Motion carried on a vote of 5-0.

Training Request (No. 5)

MOTION: Judge Fowler made a motion to approve an amount up to \$10,000.00 out of the sheriff's training budget for out of state training at the FBI Academy in Quantico, Virginia for Lt. Bethany Hobbs. Mr. Kaiser seconded the motion. Motion carried on a vote of 5-0.

Lease and Rental Agreement (No. 6)

MOTION: Mr. Pilchick made a motion for approval of an equipment lease and rental agreement between DeWitt County and Holt Texas Ltd. for the purpose of renting a 2024 Caterpillar 150 AWD motor grader due to an unforeseen emergency, Court Order No. 2025-006. Mr. Kaiser seconded the motion. Motion carried on a vote of 5-0.

Code Enforcement (No. 7)

Court heard information from Emergency Management Coordinator Billy Jordan regarding code enforcement.

Depository Bids (No. 8)

MOTION: Mr. Varela made a motion to receive application for depository bid from First National Bank of Shiner, Crossroads Bank and Prosperity Bank. All applications were considered. First National Bank of Shiner offers the most favorable terms and conditions for handling the County Funds and is therefore awarded to First National Bank of Shiner for a two year contract. Mr. Carson seconded the motion. Motion carried on a vote of 5-0.

Jury Donation (No. 9)

MOTION: Mr. Varela made a motion to receive an updated form, the donation of jury service reimbursement, list of the funds, programs, and county entities eligible to receive a donation of reimbursement from Jury Service pursuant to Texas Government Code 61.003 effective today, February 24, 2025. Mr. Kaiser seconded the motion. Motion carried on a vote of 5-0.

Amendment to Salary Order (No. 10)

MOTION: Mr. Kaiser made a motion to approve amendment to DeWitt County Salary Order to remove (1) modified full-time grant funded investigator position and replace with one (1) full-time grant funded investigator pursuant to Court Order No. 2025-007 Amendment No. 3. Mr. Pilchick seconded the motion. Motion carried on a vote of 5-0.

General Financial Policies and Procedures (No. 11)

MOTION: Mr. Kaiser made a motion to approve and adopt the DeWitt County General Financial Policies and Procedures. Mr. Pilchick seconded the motion. Motion carried on a vote of 5-0.

General Accounting Policies and Procedures (No. 12)

MOTION: Mr. Kaiser made a motion to approve and adopt the DeWitt County General Accounting Policies and Procedures effective date 24th of February 2025. Mr. Pilchick seconded the motion. Motion carried on a vote of 5-0.

Procurement Policy and Procedures for Federal Grants (No. 13)

MOTION: Mr. Kaiser made a motion to approve and adopt the DeWitt County Procurement Policy and Procedures for Federal Grants Funds effective 24th of February 2025. Mr. Pilchick seconded the motion. Motion carried on a vote of 5-0.

Grant Management Plan (No. 14)

MOTION: Mr. Kaiser made a motion to approve and adopt the DeWitt County Grant Management Plan Resolution and Court Order No. 2025-008 effective 24th day of February 2025. Mr. Pilchick seconded the motion. Motion carried on a vote of 5-0.

Certification of Funds (No. 15)

MOTION: Mr. Varela made a motion to receive letter from County Auditor certifying funds for the North Cuero Watershed from the Texas State Soil & Water Conservation Board in the amount of \$20,500. Mr. Carson seconded the motion. Motion carried on a vote of 5-0.

Certificates of Achievement (No. 16)

MOTION: Mr. Varela made a motion to receive certificates of achievement from the FEMA Emergency Management Institute indicating that the following employees have completed the ICS 300 course: Lisa A. Campos, Natalie D. Carson, Michael R. Dietzel, Chelsea R. Gloschen, Mark Herchek, Ashley E. Hunt, Roy A. Kuester, Bethany B. McBride-Hobbs, Desi Poth-Garibay, Amanda Stehling, and Neomi Williams. Mr. Carson seconded the motion. Motion carried on a vote of 5-0.

Certificates of Achievement (No. 17)

MOTION: Mr. Varela made a motion to receive certificates of achievement from the FEMA Emergency Management Institute indicating that Ashley Hunt, De Witt County Human Resources Director, has completed the ICS 100, 200, 700, and 800 courses. Mr. Carson seconded the motion. Motion carried on a vote of 5-0.

Certificates of Achievement (No. 18)

MOTION: Mr. Varela made a motion to receive certificates of achievement from the FEMA Emergency Management Institute indicating that Neomi Williams, De Witt County Auditor, has

completed the ICS 100, 200, 700, and 800 courses. Mr. Carson seconded the motion. Motion carried on a vote of 5-0.

Certificates of Achievement (No. 19)

MOTION: Mr. Varela made a motion to receive certificates of achievement from the FEMA Emergency Management Institute indicating that Michael Dietzel, De Witt County 1st Assistant Auditor, has completed the ICS 100, 200, 700, and 800 courses. Mr. Carson seconded the motion. Motion carried on a vote of 5-0.

County Auditor's Semi-Monthly Reports – February 1-20, 2025 (No. 20)

MOTION: Mr. Varela made a motion to receive De Witt County Auditor's Semi-Monthly Reports from February 1 through February 20, 2025, pursuant to Local Government Code, Chapter 114. Mr. Carson seconded the motion. Motion carried on a vote of 5-0.

Justice of the Peace, Pct. 1 Statutory Compliance Audit FY 2024 Q2-Q4 (No. 21)

MOTION: Mr. Varela made a motion to receive De Witt County Auditor's Audit Report for Justice of the Peace Pct. 1 Statutory Compliance Audit FY2024 Q2-Q4, pursuant to Local Government Code, Chapter 115. Mr. Carson seconded the motion. Motion carried on a vote of 5-0.

County Auditor's Inventory Audit of Fixed Assets Report for Justice of the Peace, Pct. 2 (No. 22)

MOTION: Mr. Varela made a motion to receive De Witt County Auditor's Inventory of Fixed Assets Audit Report for Justice of the Peace Pct. 2, pursuant to Local Government Code, Section 262.011(i). Mr. Carson seconded the motion. Motion carried on a vote of 5-0.

Pro-Rata Tobacco Settlement Distribution Program Expenditure Statement (No. 23)

MOTION: Mr. Varela made a motion to receive the 2025 Expenditure Statement for Counties from the County Auditor; and authorize the County Judge to submit the expenditure statement to the Texas Department of State Health Services. Mr. Carson seconded the motion. Motion carried on a vote of 5-0.

Commissioners Annual Road Report 2025 (No. 24)

MOTION: Mr. Kaiser made a motion to set a timeline for the 2025 Commissioners Annual Road Report as 9th day of June, 2025. Mr. Pilchick seconded the motion. Motion carried on a vote of 5-0.

HB2521 Division Order (No. 25)

MOTION: Mr. Pilchick made a motion to receive division order from BPX Operating Company (HB2521) for the Willeke a 21H Unit containing the Non-Unitized Tract U6, Turbo Unit B, and Willeke A Unit. Mr. Kaiser seconded the motion. Motion carried on a vote of 5-0.

HB2521 Division Order (No. 26)

MOTION: Mr. Pilchick made a motion to receive division order from Devon Energy Production Company LP (HB2521) for the Willeke a 21H Unit containing the Non-Unitized Tract U6, Turbo Unit B, and Willeke A Unit. Mr. Kaiser seconded the motion. Motion carried on a vote of 5-0.

Temporary Right of Way (No. 27)

MOTION: Mr. Pilchick made a motion to consider permit application from EOG Resources Inc. for installation of two (2) temporary water lines along Gerdes Road in Commissioner Precinct No. 2. Mr. Kaiser seconded the motion. Motion carried on a vote of 5-0.

Temporary Right of Way (No. 28)

MOTION: Mr. Varela made a motion to approve permit application from Burlington Resources Oil & Gas Company LP for installation of a temporary water line along Warzecha Lane in Commissioner Precinct No. 1. Mr. Carson seconded the motion. Motion carried on a vote of 5-0.

Accounts Payable (No. 29)

MOTION: Mr. Kaiser made a motion to approve accounts payable for the amount of \$446,491.77. Mr. Pilchick seconded the motion. Motion carried on a vote of 5-0.

MOTION: Mr. Kaiser made a motion to approve accounts payable for Carson Services for the amount of \$19,774.00. Mr. Pilchick seconded the motion. Motion carried on a vote of 4-0 with Mr. Carson abstaining.

Ratified Accounts Payable (No. 30)

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

Budget Amendment Requests (No. 31)

MOTION: Mr. Kaiser made a motion to approve the following items in accordance with the attached orders: the budget amendment request to increase the general fund jail building department contract services and furniture and equipment; the revenue budget amendment request for the North Cuero Watershed; and the budget amendment requests for interdepartmental transfers for Non-Departmental, District Court, Justice of the Peace Pct. 2, County Attorney, Commissioner Precincts #1, #3 and #4. Mr. Pilchick seconded the motion. Motion carried on a vote of 5-0.

Personnel Policy (No. 32)

Draft of the personnel policy has been sent out to the committee members to review before the meeting set for March 5, 2025.

Payroll Report (No. 33)

MOTION: Mr. Kaiser made a motion to receive and ratify approval of payroll reports. Mr. Pilchick seconded the motion. Motion carried on a vote of 5-0.

Jury Report (No. 34)

MOTION: Mr. Kaiser made a motion to receive and ratify jury report. Mr. Pilchick seconded the motion. Motion carried on a vote of 5-0.

Courthouse/Annex/Museum Expenditures/Maintenance/Improvements (No. 35)

Judge Fowler reported that Kenneth Swope has been in contact with Trane regarding the chillers not rotating on their own for several months. There is also an issue with the air flow on the third floor of the courthouse.

Mr. Varela reported that he spoke with Komatsu, Architectural Engineering Firm, to set a date for the mandatory meeting with the prospective contractors which are inquiring to do the work on the DeWitt County Historical Museum. The proposed meeting date is set for April 4, 2025 at 1:30 p.m. at the museum.

Mr. Carson reported that he received an email from the architect advising that the first week of March is the planned start date for the office/shop building at Pct. 4.

Legislative Update (No. 36)

No Legislative update.

Discussion of Commissioner Precinct Operations (No. 37)

Commissioner Precinct No. 1 reported on normal precinct operations.

Commissioner Precinct No. 2 reported on normal precinct operations.

Commissioner Precinct No. 3 reported on normal precinct operations.

Commissioner Precinct No. 4 reported that depending on the weather, plan is to start to pave Emil Zielonka Road on Wednesday.

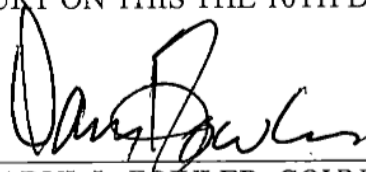
Public Announcements/Comments (No. 38)

None

Adjourn (No. 39)

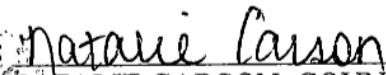
MOTION: Mr. Kaiser made a motion to adjourn. [Adjourned at 11:45 a.m.]

THE FOREGOING MINUTES FOR THE MONTH OF FEBRUARY A.D. 2025 WERE READ AND APPROVED IN REGULAR SESSION OF COURT ON THIS THE 10TH DAY OF MARCH, A.D. 2025.



DARYL L. FOWLER, COUNTY JUDGE

ATTEST:



NATALIE CARSON, COUNTY CLERK

