

**MINUTES**  
**MATAGORDA COUNTY COMMISSIONERS' COURT MEETING**  
**MATAGORDA COUNTY COURTHOUSE, ROOM 300**  
**1700 SEVENTH STREET, BAY CITY, TEXAS 77414**  
**9:30 A.M., MONDAY, DECEMBER 11, 2023**

**Call to Order**

This **Regular Session** of the Matagorda County Commissioners' Court was called to order at 9:30 A.M., Monday, December 11, 2023, in the Matagorda County Commissioner's Courtroom, located on the Third Floor, 1700 Seventh Street, Room 300, Bay City, Texas, with County Judge Seiferman presiding.

Others present were as follows: Jennifer Chau, Kristen Kubecka, Ashley Brooking, Amanda Campos, Lisa Krobot, Chris Peikert, Mike Reddell, Ashley Brooking, Doug Schoppe, Skipper Osborne, Becky Cook, Tressa Leadford, Meagan Ramirez, Michael Ferdinand, Rick DeLeon, Jessica Russell, Paul Higgins, Brock Taylor, Erik Frankson, Mitch Thames, Mike Spillers, Becca Sitz, Alexandria Longoria and Stephanie Wurtz.

**1. Certification of quorum**

County Judge Seiferman certified a quorum with Commissioner Cook, Commissioner Estlinbaum, Commissioner Shimek and Commissioner Frick.

**2. Pledge of Allegiance – Commissioner Estlinbaum**

**3. Texas Pledge – Commissioner Estlinbaum**

**4. Prayer – Commissioner Cook**

**5. Public Comments**

This being the next item for business, no action required.

**6. Consideration and possible action regarding approving Commissioner's Court Minutes for December 4, 2023**

This being the next item for business, motion was duly made by Commissioner Frick and seconded by Commissioner Cook, with all others concurring, to approve Commissioner's Court Minutes for December 4, 2023. Motion carried. Vote 5 ayes 0 nays

**7. Consideration and possible action regarding contracts for the use of the Matagorda County Fairgrounds facilities**

This being the next item for business, motion was duly made by Commissioner Cook and seconded by Commissioner Frick, with all others concurring, to approve one contract for the use of the Matagorda County Fairgrounds facilities. Motion carried. Vote 5 ayes 0 nays

**8. Consideration and possible action to approve the ECS Imaging quote for Laserfiche Software to be paid out of the Countywide Records Management and Preservation Fund 17-55700-510**

This being the next item for business, motion was duly made by Commissioner Frick and seconded by Commissioner Estlinbaum, with all others concurring, to approve the ECS Imaging quote for Laserfiche Software to

be paid out of the Countywide Records Management and Preservation Fund 17-55700-510. Motion carried. Vote 5 ayes 0 nays

**9. Consideration and possible action to approve the JEC Internet Contract for the Fairgrounds**

This being the next item for business, motion was duly made by Commissioner Cook and seconded by Commissioner Frick, with all others concurring, to approve the JEC Internet Contract for the Fairgrounds. Motion carried. Vote 5 ayes 0 nays

**10. Consideration and possible action to approve the purchase of a 2023 1500 Classic Quad 4x4 pickup truck for Road and Bridge Precinct #3, in the amount of \$42,290 from Grapevine Dodge, Chrysler, Jeep utilizing BuyBoard Contract #724-23 Chassis, and authorize Commissioner Troy Shimek to sign all related documents**

This being the next item for business, motion was duly made by Commissioner Shimek and seconded by Commissioner Estlinbaum, with all others concurring, to approve the purchase of a 2023 1500 Classic Quad 4x4 pickup truck for Road and Bridge Precinct #3, in the amount of \$42,290 from Grapevine Dodge, Chrysler, Jeep utilizing BuyBoard Contract #724-23 Chassis, and authorize Commissioner Troy Shimek to sign all related documents. Motion carried. Vote 5 ayes 0 nays

**11. Consideration and possible action to approve a Demand Check in the amount of \$42,290 to Grapevine Dodge, Chrysler, Jeep utilizing BuyBoard Contract #724-23 Chassis, to purchase a 2032 1500 Classic Quad 4x4 pickup truck for Road and Bridge Precinct #3, and authorize Commissioner Troy Shimek to sign all related documents**

This being the next item for business, motion was duly made by Commissioner Shimek and seconded by Commissioner Estlinbaum, with all others concurring, to approve a Demand Check in the amount of \$42,290 to Grapevine Dodge, Chrysler, Jeep utilizing BuyBoard Contract #724-23 Chassis, to purchase a 2032 1500 Classic Quad 4x4 pickup truck for Road and Bridge Precinct #3, and authorize Commissioner Troy Shimek to sign all related documents. Motion carried. Vote 5 ayes 0 nays

**12. Consideration and possible action to approve the purchase of a 2024 2500 Regular Cab 4x4 pickup truck for Road and Bridge Precinct #3, in the amount of \$48,360 from Grapevine Dodge, Chrysler, Jeep utilizing BuyBoard Contract #724-23 Chassis, and authorize Commissioner Troy Shimek to sign all related documents**

This being the next item for business, motion was duly made by Commissioner Shimek and seconded by Commissioner Frick, with all others concurring, to approve the purchase of a 2024 2500 Regular Cab 4x4 pickup truck for Road and Bridge Precinct #3, in the amount of \$48,360 from Grapevine Dodge, Chrysler, Jeep utilizing BuyBoard Contract #724-23 Chassis, and authorize Commissioner Troy Shimek to sign all related documents. Motion carried. Vote 5 ayes 0 nays

**13. Consideration and possible action to authorize a Demand Check for Ictus Specialized Power Products, Inc. for Invoice #1287 totaling \$4,500.00 for Precinct #1**

This being the next item for business, motion was duly made by Commissioner Cook and seconded by Commissioner Frick, with all others concurring, to authorize a Demand Check for Ictus Specialized Power Products, Inc. for Invoice #1287 totaling \$4,500.00 for Precinct #1. Motion carried. Vote 5 ayes 0 nays

**14. Consideration and possible action to appoint Precinct #3 Commissioner Troy Shimek to the newly formed Truck Route Ad Hoc Planning Committee**

This being the next item for business, motion was duly made by Commissioner Frick and seconded by Commissioner Estlinbaum, with all others concurring, to appoint Precinct #3 Commissioner Troy Shimek to the newly formed Truck Route Ad Hoc Planning Committee. Motion carried. Vote 5 ayes 0 nays

**15. Consideration and possible action to approve a Consulting Agreement – Emergency Management FY 2024 between Matagorda County and Douglas Matthes for January 1, 2024 through December 31, 2024**

This being the next item for business, motion was duly made by Commissioner Judge Seiferman and seconded by Commissioner Shimek, with all others concurring, to approve a Consulting Agreement – Emergency Management FY 2024 between Matagorda County and Douglas Matthes for January 1, 2024 through December 31, 2024. Motion carried. Vote 5 ayes 0 nays

**16. Consideration and possible action to approve a Replat of Lots 101 & 102 of Colorado River Estates Section Two, Matagorda County, Texas**

This being the next item for business, motion was duly made by Commissioner Estlinbaum and seconded by Commissioner Frick, with all others concurring, to approve a Replat of Lots 101 & 102 of Colorado River Estates Section Two, Matagorda County, Texas. Motion carried. Vote 5 ayes 0 nays

**17. Consideration and possible action to enter into a Road Use Agreement between Lavaca Bay Solar Project, LLC and Matagorda County, Texas**

This being the next item for business, motion was duly made by Commissioner Estlinbaum and seconded by Commissioner Frick, with all others concurring, to enter into a Road Use Agreement between Lavaca Bay Solar Project, LLC and Matagorda County, Texas. Motion carried. Vote 5 ayes 0 nays

**18. Consideration and possible action to enter into a Road Use Agreement between Peyton Creek Wind Farm II, LLC and Matagorda County, Texas**

This being the next item for business, motion was duly made by Commissioner Cook and seconded by Commissioner Frick, with all others concurring, to table entering into a Road Use Agreement between Peyton Creek Wind Farm II, LLC and Matagorda County, Texas. Motion carried. Vote 5 ayes 0 nays

**19. Consideration and possible action to authorize the submission of the 2024 Rural Constable's Office Salary Assistance Grant Application to align with the SB 22 stated minimum annual salary of \$45,000.00 for Constables through the Texas Comptroller's Office and authorize County Judge Bobby Seiferman to accept or deny any award**

This being the next item for business, motion was duly made by Commissioner Shimek and seconded by Commissioner Frick, with all others concurring, to authorize the submission of the 2024 Rural Constable's Office Salary Assistance Grant Application to align with the SB 22 stated minimum annual salary of \$45,000.00 for Constables through the Texas Comptroller's Office and authorize County Judge Bobby Seiferman to accept or deny any award. Motion carried. Vote 5 ayes 0 nays

**20. Consideration and possible action to authorize the submission of the 2024 Rural Sheriff's Office Salary Assistance Grant Application (SB 22) up to \$350,000.00 through the Texas Comptroller's Office and authorize County Judge Bobby Seiferman to accept or deny any award**

This being the next item for business, motion was duly made by Commissioner Frick and seconded by Commissioner Shimek, with all others concurring, to authorize the submission of the 2024 Rural Sheriff's Office

Salary Assistance Grant Application (SB 22) up to \$350,000.00 through the Texas Comptroller's Office and authorize County Judge Bobby Seiferman to accept or deny any award. Motion carried. Vote 5 ayes 0 nays

**21. Consideration and possible action to authorize District Attorney Steven Reis to submit an application for FY 2024 (and subsequent fiscal years as applicable) to the Texas Comptroller requesting an award of \$175,000.00 as a Salary Assistance Grant. The request is made consistent with the passage of Senate Bill 22 during the 88<sup>th</sup> Legislative Session of the Texas Legislature which was subsequently signed into law on June 7, 2023 with an effective date of September 1, 2023 which created the Rural Prosecutor's Office Salary Assistance Grant Program**

This being the next item for business, motion was duly made by Commissioner Estlinbaum and seconded by Commissioner Shimek, with all others concurring, to authorize District Attorney Steven Reis to submit an application for FY 2024 (and subsequent fiscal years as applicable) to the Texas Comptroller requesting an award of \$175,000.00 as a Salary Assistance Grant consistent with the passage of Senate Bill 22. Motion carried. Vote 5 ayes 0 nays

**22. Consideration and possible action to approve a salary increase to \$148,000.06 for First Assistant District Attorney Lindsay Deshotels; any increase above the currently-budgeted salary for FY 2024 (including associated benefits that are incremental to the salary increase) to be paid from the Salary Assistance grant Award without additional cost to Matagorda County. This increase is sought to become effective on January 1, 2024**

This being the next item for business, motion was duly made by Commissioner Estlinbaum and seconded by Commissioner Shimek, with all others concurring, to approve a salary increase to \$148,000.06, effective January 1, 2024, for First Assistant District Attorney Lindsay Deshotels; any increase above the currently-budgeted salary for FY 2024 (including associated benefits that are incremental to the salary increase) to be paid from the Salary Assistance grant Award without additional cost to Matagorda County. Motion carried. Vote 5 ayes 0 nays

**23. Consideration and possible action to approve a salary increase to \$98,999.94 for Assistant District Attorney W. Todd Oncken; any increase above the currently-budgeted salary for FY 2024 (including associated benefits that are incremental to the salary increase) to be paid from the Salary Assistance grant Award without additional cost to Matagorda County. This increase is sought to become effective on January 1, 2024**

This being the next item for business, motion was duly made by Commissioner Estlinbaum and seconded by Commissioner Frick, with all others concurring, to approve a salary increase to \$98,999.94, effective January 1, 2024, for Assistant District Attorney W. Todd Oncken; any increase above the currently-budgeted salary for FY 2024 (including associated benefits that are incremental to the salary increase) to be paid from the Salary Assistance grant Award without additional cost to Matagorda County. Motion carried. Vote 5 ayes 0 nays

**24. Consideration and possible action to approve a salary increase to \$84,999.98 for the Assistant District Attorney which is currently vacant; any increase above the currently-budgeted salary for FY 2024 (including associated benefits that are incremental to the salary increase) to be paid from the Salary Assistance grant Award without additional cost to Matagorda County. This increase is sought to become effective on January 1, 2024**

This being the next item for business, motion was duly made by Commissioner Estlinbaum and seconded by Commissioner Frick, with all others concurring, to approve a salary increase to \$84,999.98, effective January 1, 2024, for the Assistant District Attorney which is currently vacant; any increase above the currently-budgeted salary for FY 2024 (including associated benefits that are incremental to the salary increase) to be paid from the Salary Assistance grant Award without additional cost to Matagorda County. Motion carried. Vote 5 ayes 0 nays

**25. Consideration and possible action to approve a salary increase to \$89,024.00 for Chief District Attorney Investigator Ashley Orta; any increase above the currently-budgeted salary for FY 2024 (including associated benefits that are incremental to the salary increase) to be paid from the Salary Assistance grant Award without additional cost to Matagorda County. This increase is sought to become effective on January 1, 2024**

This being the next item for business, motion was duly made by Commissioner Frick and seconded by Commissioner Cook, with all others concurring, to approve a salary increase to \$89,024.00, effective January 1, 2024, for Chief District Attorney Investigator Ashley Orta; any increase above the currently-budgeted salary for FY 2024 (including associated benefits that are incremental to the salary increase) to be paid from the Salary Assistance grant Award without additional cost to Matagorda County. Motion carried. Vote 5 ayes 0 nays

**26. Consideration and possible action to approve a salary increase to \$80,024.00 for District Attorney Investigator Justin Kirk; any increase above the currently-budgeted salary for FY 2024 (including associated benefits that are incremental to the salary increase) to be paid from the Salary Assistance grant Award without additional cost to Matagorda County. This increase is sought to become effective on January 1, 2024**

This being the next item for business, motion was duly made by Commissioner Frick and seconded by Commissioner Cook, with all others concurring, to approve a salary increase to \$80,024.00, effective January 1, 2024, for District Attorney Investigator Justin Kirk; any increase above the currently-budgeted salary for FY 2024 (including associated benefits that are incremental to the salary increase) to be paid from the Salary Assistance grant Award without additional cost to Matagorda County. Motion carried. Vote 5 ayes 0 nays

**27. Consideration and possible action to approve creating a new staff position and job description entitled Discovery & Document Retention Legal Assistant in Pay Group 13 with an annual salary of \$31,200.00; such salary for FY 2024 (including associated benefits) to be paid from the Salary Assistance Grant Award without additional cost to Matagorda County. This position and salary are sought to become effective January 1, 2024**

This being the next item for business, motion was duly made by Commissioner Cook and seconded by Commissioner Frick, with all others concurring, to approve creating a new staff position and job description entitled Discovery & Document Retention Legal Assistant in Pay Group 13, effective January 1, 2024, with an annual salary of \$31,200.00; such salary for FY 2024 (including associated benefits) to be paid from the Salary Assistance Grant Award without additional cost to Matagorda County. Motion carried. Vote 5 ayes 0 nays

**28. Consideration and possible action to approve the use of excess Salary Assistance Grant funds not otherwise allocated during FY 2024 to hire additional part-time assistance as necessary during FY 2024**

This being the next item for business, motion was duly made by Commissioner Shimek and seconded by Commissioner Frick, with all others concurring, to approve the use of excess Salary Assistance Grant funds not otherwise allocated during FY 2024 to hire additional part-time assistance as necessary during FY 2024. Motion carried. Vote 5 ayes 0 nays

**29. Consideration and possible action to approve Invoices from the following Departments: Precinct #4 and Sheriff's Office**

This being the next item for business, motion was duly made by Commissioner Frick and seconded by Commissioner Shimek, with all others concurring, to approve Invoices from the following Departments: Precinct #4 and Sheriff's Office. Motion carried. Vote 5 ayes 0 nays

**30. Consideration and possible action to approve Matagorda County Treasurer's Office Monthly Investment Report for October 2023**

This being the next item for business, motion was duly made by Commissioner Frick and seconded by Commissioner Shimek, with all others concurring, to approve Matagorda County Treasurer's Office Monthly Investment Report for October 2023. Motion carried. Vote 5 ayes 0 nays

**31. Consideration and possible action to approve Payment of Bills**

This being the next item for business, motion was duly made by Commissioner Frick and seconded by Commissioner Cook, with all others concurring, to approve Payment of Bills. Motion carried. Vote 5 ayes 0 nays

**32. Consideration and possible action to approve Line Item Transfers**

This being the next item for business, motion was duly made by Commissioner Shimek and seconded by Commissioner Frick, with all others concurring, to approve Line Item Transfers. Motion carried. Vote 5 ayes 0 nays

**33. Meet in Executive Session:**

**Under Section 551.072 of the Texas Government Code to consult with attorney(s) representing the County in an executive session concerning Real Property**

**Under Section 551.087 of the Texas Government Code to discuss or deliberate regarding commercial or financial information that the governmental body has received from a business prospect that the governmental body seeks to have locate, stay, or expand in or near the territory of the governmental body and with which the governmental body is conducting economic development negotiations**

This being the next item for business, motion was duly made at 10:20 a.m. by Commissioner Shimek and seconded by Commissioner Estlinbaum, with all others concurring, to meet in Executive Session:

Under Section 551.072 of the Texas Government Code to consult with attorney(s) representing the County in an executive session concerning Real Property

Under Section 551.087 of the Texas Government Code to discuss or deliberate regarding commercial or financial information that the governmental body has received from a business prospect that the governmental body seeks to have locate, stay, or expand in or near the territory of the governmental body and with which the governmental body is conducting economic development negotiations

Motion carried. Vote 5 ayes 0 nays

**34. Reconvene open session and consider taking action on the matters discussed in Executive Session:**

**Under Section 551.072 of the Texas Government Code to consult with attorney(s) representing the County in an executive session concerning Real Property**

**Under Section 551.087 of the Texas Government Code to discuss or deliberate regarding commercial or financial information that the governmental body has received from a business prospect that the governmental body seeks to have locate, stay, or expand in or near the territory of the governmental body and with which the governmental body is conducting economic development negotiations**

This being the next item for business, motion was duly made at 11:18 a.m. by Commissioner Shimek and seconded by Commissioner Estlinbaum, with all others concurring, to Reconvene open session:

Under Section 551.072 of the Texas Government Code to consult with attorney(s) representing the County in an executive session concerning Real Property

Under Section 551.087 of the Texas Government Code to discuss or deliberate regarding commercial or financial information that the governmental body has received from a business prospect that the governmental body seeks to have locate, stay, or expand in or near the territory of the governmental body and with which the governmental body is conducting economic development negotiations

Motion carried. Vote 5 ayes 0 nays

**35. Adjournment**

Motion was duly made at approximately 11:19 a.m. by Commissioner Cook and seconded by Commissioner Frick, with all others concurring, to adjourn the meeting. Motion carried. Vote 5 ayes 0 nays

Approved in Open Court, the 18<sup>th</sup> day of December, 2023.



**BOBBY SEIFERMAN**  
County Judge




**EDWARD "BUBBA" COOK**  
Commissioner Precinct No. One



**MIKE ESTLINBAUM**  
Commissioner Precinct No. Two

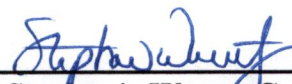


**TROY SHIMEK**  
Commissioner Precinct No. Three



**CHARLES "BUBBA" FRICK**  
Commissioner Precinct No. Four

ATTEST:

  
**Stephanie Wurtz, County Clerk**