

**MINUTES**  
**MATAGORDA COUNTY COMMISSIONERS' COURT MEETING**  
**MATAGORDA COUNTY COURTHOUSE**  
**1700 SEVENTH STREET, BAY CITY, TEXAS 77414**  
**9:30 A.M., MONDAY, DECEMBER 28, 2020**  
**VIA ZOOM TELECONFERENCE**

**Call to Order**

This **Regular Session** of the Matagorda County Commissioners' Court was called to order at 9:30 A.M., Monday, December 28, 2020, via Zoom video teleconference (due to circumstances pertaining to COVID-19), with County Judge McDonald presiding.

Others present on the video teleconference were as follows: Kristen Kubecka, Denise Fortenberry, Skipper Osborne, Loretta Griffin, Jennifer Chau, Jessica Shepard, Donita Townsend, Tressa Leadford, Aaron Sumrall, Bobby Seiferman, Jimmy Galvan, John Irvine, Crystal Morones and Stephanie Wurtz.

**1. Certification of quorum**

County Judge McDonald certified a quorum in attendance with Commissioner Graham, Commissioner Gibson, Commissioner Frick and Commissioner Pollard.

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

**3. Texas Pledge – Commissioner Pollard**

**4. Prayer – Commissioner Graham**

**5. Consideration and possible action regarding approving Commissioner's Court Minutes for December 21, 2020**

This being the next item for business, motion was duly made by Commissioner Frick and seconded by Commissioner Gibson, with all others concurring, to approve Commissioner's Court Minutes for December 21, 2020. Motion carried. Vote 5 ayes 0 nays

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

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

**7. Consideration and possible action to approve an extension of the Matagorda County Declaration of Disaster for COVID-19 beginning on December 28, 2020, and ending on January 25, 2021, and allow the County Judge, Nate McDonald, to sign**

This being the next item for business, motion was duly made by Judge McDonald and seconded by Commissioner Frick, with all others concurring, to approve an extension of the Matagorda County Declaration of Disaster for COVID-19 beginning on December 28, 2020, and ending on January 25, 2021, and allow the County Judge, Nate McDonald, to sign. Motion carried. Vote 5 ayes 0 nays

**8. Consideration and possible action to designate the second Monday of each month as the regular meeting date for the Matagorda County Commissioner's Court for FY 2021 as per Sec. 81.005(a) of the Texas Government Code**

This being the next item for business, motion was duly made by Commissioner Frick and seconded by Commissioner Graham, with all others concurring, to designate the second Monday of each month as the regular meeting date for the Matagorda County Commissioner's Court for FY 2021 as per Sec. 81.005(a) of the Texas Government Code. Motion carried. Vote 5 ayes 0 nays

**9. Consideration and possible action to approve the promotion of Steven Shimek to Heavy Equipment Operator, Pay Group 14, Class 2305 at \$15.10 an hour, due to the current Heavy Equipment Operator transferring to Precinct #1, effective January 1, 2021**

This being the next item for business, motion was duly made by Commissioner Frick and seconded by Commissioner Gibson, with all others concurring, to approve the promotion of Steven Shimek to Heavy Equipment Operator, Pay Group 14, Class 2305 at \$15.10 an hour, due to the current Heavy Equipment Operator transferring to Precinct #1, effective January 1, 2021. Motion carried. Vote 5 ayes 0 nays

**10. Consideration and possible action to approve an Agreement between Matagorda County and Fort Bend County for Postmortem Exams and authorize the County Judge to sign**

This being the next item for business, motion was duly made by Judge McDonald and seconded by Commissioner Graham, with all others concurring, to approve an Agreement between Matagorda County and Fort Bend County for Postmortem Exams and authorize the County Judge to sign. Motion carried. Vote 5 ayes 0 nays

**11. Public Hearing at 9:45 a.m. regarding the Flood Damage Prevention Ordinance**

This being the next item for business, motion was duly made by Commissioner Frick and seconded by Commissioner Graham, with all others concurring, to enter into a Public Hearing at 9:45 a.m. regarding the Flood Damage Prevention Ordinance. Motion carried. Vote 5 ayes 0 nays

At 9:48 a.m., motion was duly made by Commissioner Frick and seconded by Commissioner Gibson, with all others concurring, to enter back into regular session of Commissioners Court. Motion carried. Vote 5 ayes 0 nays

**12. Consideration and possible action to adopt an updated Flood Damage Prevention Ordinance**

This being the next item for business, motion was duly made by Commissioner Frick and seconded by Commissioner Graham, with all others concurring, to adopt an updated Flood Damage Prevention Ordinance. Motion carried. Vote 5 ayes 0 nays

**13. Consideration and possible action to approve Western Surety Company Official Bond and Oath for Loretta Griffin as County Treasurer for the term commencing on December 31, 2020, and authorize the County Judge to sign**

This being the next item for business, motion was duly made by Judge McDonald and seconded by Commissioner Gibson, with all others concurring, to approve Western Surety Company Official Bond and Oath for Loretta Griffin as County Treasurer for the term commencing on December 31, 2020, and authorize the County Judge to sign. Motion carried. Vote 5 ayes 0 nays

**14. Consideration and possible action to approve the amendment of the AgriLife Extension Administrative Secretary Family Community Health job description**

This being the next item for business, motion was duly made by Judge McDonald and seconded by

Commissioner Gibson, with all others concurring, to approve the amendment of the AgriLife Extension Administrative Secretary Family Community Health job description. Motion carried. Vote 5 ayes 0 nays

**15. Consideration and possible action to approve the amendment of the AgriLife Extension Office Manager/Administrative Secretary 4-H & Youth Development job description**

This being the next item for business, motion was duly made by Commissioner Gibson and seconded by Commissioner Frick, with all others concurring, to approve the amendment of the AgriLife Extension Office Manager/Administrative Secretary 4-H & Youth Development job description. Motion carried. Vote 5 ayes 0 nays

**16. Consideration and possible action to approve the promotion of Cynthia Page from Administrative Secretary – 4-H & Youth Development to Office Manager and Administrative Secretary – 4-H & Youth Development at the rate of \$16.57 an hour, effective January 1, 2021**

This being the next item for business, motion was duly made by Commissioner Frick and seconded by Commissioner Gibson, with all others concurring, to approve the promotion of Cynthia Page from Administrative Secretary – 4-H & Youth Development to Office Manager and Administrative Secretary – 4-H & Youth Development at the rate of \$16.57 an hour, effective January 1, 2021. Motion carried. Vote 5 ayes 0 nays

**17. Consideration and possible action to approve a Memorandum of Understanding between Matagorda County and Boys and Girls Club of Palacios with the respect to Coronavirus Relief**

This being the next item for business, motion was duly made by Judge McDonald and seconded by Commissioner Graham, with all others concurring, to approve a Memorandum of Understanding between Matagorda County and Boys and Girls Club of Palacios with the respect to Coronavirus Relief. Motion carried. Vote 5 ayes 0 nays

**18. Consideration and possible action to approve a Memorandum of Understanding between Matagorda County and Boys and Girls Club of Bay City with the respect to Coronavirus Relief**

This being the next item for business, motion was duly made by Judge McDonald and seconded by Commissioner Frick, with all others concurring, to approve a Memorandum of Understanding between Matagorda County and Boys and Girls Club of Bay City with the respect to Coronavirus Relief. Motion carried. Vote 5 ayes 0 nays

**19. Public Hearing at 10:00 a.m. regarding the adoption of updated Rules of Matagorda County, Texas for Private Sewage Facilities**

This being the next item for business, motion was duly made by Commissioner Graham and seconded by Commissioner Gibson, with all others concurring, to enter into a Public Hearing at 10:05 a.m. concerning the adoption of Matagorda County Food Establishment Rules and Regulations. Motion carried. Vote 5 ayes 0 nays

At 10:07 a.m., motion was duly made by Commissioner Graham and seconded by Commissioner Frick, with all others concurring, to enter back into regular session of Commissioners Court. Motion carried. Vote 5 ayes 0 nays

**20. Consideration and possible action to adopt update Rules of Matagorda County, Texas for Private Sewage Facilities**

This being the next item for business, motion was duly made by Commissioner Frick and seconded by Commissioner Graham, with all others concurring, to adopt update Rules of Matagorda County, Texas for

Private Sewage Facilities. Motion carried. Vote 5 ayes 0 nays

**21. Consideration and possible action to approve the purchase of office furniture for County Attorney's Office**

This being the next item for business, motion was duly made by Commissioner Frick and seconded by Commissioner Gibson, with all others concurring, to approve the purchase of office furniture for County Attorney's Office. Motion carried. Vote 5 ayes 0 nays

**22. Consideration and possible action to approve the Invoices for the following Departments – Emergency Management and Precinct #2**

This being the next item for business, motion was duly made by Commissioner Graham and seconded by Commissioner Gibson, with all others concurring, to approve the Invoices for the following Departments – Emergency Management and Precinct #2. Motion carried. Vote 5 ayes 0 nays

**23. 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 Gibson, with all others concurring, to approve Payment of Bills. Motion carried. Vote 5 ayes 0 nays

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

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

**25. Consideration and possible action to approve Emergency Amendments**

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

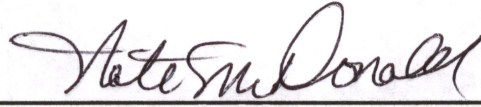
**26. Public Comments**

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

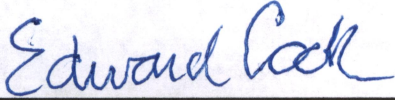
**27. Adjournment**

Motion was duly made at approximately 10:23 a.m. by Commissioner Graham and seconded by Commissioner Gibson, with all others concurring, to adjourn the meeting. Motion carried. Vote 5 ayes 0 nays

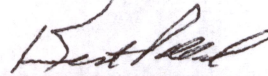
Approved in Open Court, the 4<sup>th</sup> day of January, 2021.



**NATE McDONALD**  
County Judge



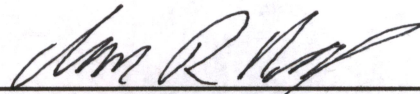
**EDWARD "BUBBA" COOK**  
Commissioner Precinct No. One



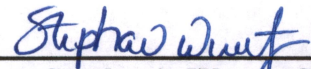
**KENT POLLARD**  
Commissioner Precinct No. Two



**TROY SHIMEK**  
Commissioner Precinct No. Three



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

ATTEST:   
Stephanie Wurtz, County Clerk

