

**MINUTES**  
**MATAGORDA COUNTY COMMISSIONERS' COURT MEETING**  
**MATAGORDA COUNTY COURTHOUSE, ROOM 300**  
**1700 SEVENTH STREET, BAY CITY, TEXAS 77414**  
**9:30 A.M., MONDAY, June 6, 2016**

**Call to Order**

This **Special Session** of the Matagorda County Commissioners' Court was called to order at 9:30 A.M., Monday the 6<sup>th</sup> day of June 2016 in the Matagorda County Commissioner's Courtroom, located on the Third Floor, 1700 Seventh Street, Room 300, Bay City, Texas, with County Judge McDonald presiding.

Others present were as follows: Sheriff Osborne, Mark McMillin, Debbie Morris, Janice Hawthorne, Cristyn Hallmark, Joe Lozano, Kristen Kubecka, Doug Matthes, Carmen Andrews, Tammy McDonald, Mike Reddell, Dwight Baker, Harriet Townsend and Janet Hickl

**1. Certification of quorum**

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

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

**3. Texas Pledge – Commissioner Pollard**

**4. Prayer – Commissioner Pustka**

**5. Consideration and possible action to regarding approving Commissioners Court Minutes for May 23, 2016**

This being the next item for business, motion was duly made by Commissioner Frick and seconded by Commissioner Pollard, with all others concurring, to approve Commissioners Court Minutes for May 23, 2016. Motion carried. Vote 5 ayes 0 nays

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

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

**7. Consideration and possible action to approve an Application to Cross a County Road by E. Ward Properties #3, LTD, to lay a 4 inch electric line along County road 154 (Bowie Road) in Precinct #1, Matagorda County**

This being the next item for business, motion was duly made by Commissioner Pustka and seconded by Commissioner Frick, with all others concurring, to approve an Application to Cross a County Road by E. Ward Properties #3, LTD, to lay a 4 inch electric line along County road 154 (Bowie Road) in Precinct #1, Matagorda County. Motion carried. Vote 5 ayes 0 nays

**8. Consideration and possible action to authorize a Demand Check payable to Dragon Products, LTD., in the amount of \$4,295.00, for a 20 yard Solid Waste Rectangle Roll-Off Container to be used at the Fairgrounds, and coming out of 010-54500-661**

This being the next item for business, motion was duly made by Commissioner Pustka and seconded by Commissioner Frick, with all others concurring, to authorize a Demand Check payable to Dragon Products, LTD., in the amount of \$4,295.00, for a 20 yard Solid Waste Rectangle Roll-Off Container to be used at the Fairgrounds, and coming out of 010-54500-661. Motion carried. Vote 5 ayes 0 nays

**9. Consideration and possible action to approve an ArcGIS for Desktop Basic Single Use Primary Maintenance Renewal Quotation, in the amount of \$400.00, between Matagorda County and Environmental Systems Research Institute, Inc. (ESRI), for the Matagorda County Environmental Health Department Floodplain computer program beginning June 30, 2016 and ending June 29, 2017**

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 an ArcGIS for Desktop Basic Single Use Primary Maintenance Renewal Quotation, in the amount of \$400.00, between Matagorda County and Environmental Systems Research Institute, Inc. (ESRI), for the Matagorda County Environmental Health Department Floodplain computer program beginning June 30, 2016 and ending June 29, 2017. Motion carried. Vote 5 ayes 0 nays

**10. Consideration and possible action to authorize Information Services to submit a Credit Application to Parts Now, for computer replacement parts**

This being the next item for business, motion was duly made by Commissioner Pustka, and seconded by Commissioner Gibson, with all others concurring, to authorize Information Services to submit a Credit Application to Parts Now, for computer replacement parts. Motion carried. Vote 5 ayes 0 nays

**11. Consideration and possible action to authorize Cristyn E. Hallmark, Tax Assessor-Collector to hire Kanita Robinson at \$11.75 per hour (Pay Group 12), due to her previous experience, to be effective June 6, 2016, with this amount being within the Tax Assessor's current budget**

This being the next item for business, motion was duly made by Commissioner Pollard, and seconded by Commissioner Pustka, with all others concurring, to authorize Cristyn E. Hallmark, Tax Assessor-Collector to hire Kanita Robinson at \$11.75 per hour (Pay Group 12), due to her previous experience, to be effective June 6, 2016, with this amount being within the Tax Assessor's current budget. Motion carried. Vote 5 ayes 0 nays

**12. Consideration and possible action to accept the Quarterly Employee Certification Report for the First Quarter of 2016 from Tenaris Bay City, Inc. for the Texas Capital Fund Grant, Contract #713082**

This being the next item for business, motion was duly made by Commissioner Frick, and seconded by Commissioner Gibson, with all others concurring, to accept the Quarterly Employee Certification Report for the First Quarter of 2016 from Tenaris Bay City, Inc. for the Texas Capital Fund Grant, Contract #713082. Motion carried. Vote 5 ayes 0 nays



**13. Consideration and possible action to approve a Texas Department of Transportation Grant Application for 1) Port Commercial Center – Backlands Development, 2) Port Road & Drainage Improvements, and 3) Timber Dock Replacement with a Steel Bulkhead System from the Matagorda county Navigation District #1, and authorize Commissioners Court to send a letter of support**

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 a Texas Department of Transportation Grant Application for 1) Port Commercial Center – Backlands Development, 2) Port Road & Drainage Improvements, and 3) Timber Dock Replacement with a Steel Bulkhead System from the Matagorda county Navigation District #1, and authorize Commissioners Court to send a letter of support. Motion carried. Vote 5 ayes 0 nays

**14. Consideration and possible action to accept a Rider to bond LP02140130, changing Jamie C. Bludau's name to Jamie C. Grantz, as well as accepting her Statement and Oak, as sworn in by Judge Craig Estlinbaum as Jamie C. Grantz**

This being the next item for business, motion was duly made by County Judge McDonald, and seconded by Commissioner Gibson, with all others concurring, to accept a Rider to bond LP02140130, changing Jamie C. Bludau's name to Jamie C. Grantz, as well as accepting her Statement and Oak, as sworn in by Judge Craig Estlinbaum as Jamie C. Grantz. Motion carried. Vote 5 ayes 0 nays

**15. Consideration and possible action to accept an Order appointing and setting salaries for the Interim County Auditor, Kristen Kubecka, and Assistant Auditors Tressa Leadford, as Assistant – Internal Auditor, and Darlene Richardson, as Accounting Clerk**

This being the next item for business, motion was duly made by Commissioner Pustka, and seconded by Commissioner Frick, with all others concurring, to accept an Order appointing and setting salaries for the Interim County Auditor, Kristen Kubecka, and Assistant Auditors Tressa Leadford, as Assistant – Internal Auditor, and Darlene Richardson, as Accounting Clerk. Motion carried. Vote 5 ayes 0 nays

**16. Consideration and possible action to approve an Interlocal Cooperation Act Agreement between Comal County and Matagorda County for short-term shelter during a voluntary evacuation**

This being the next item for business, motion was duly made by Commissioner Pollard, and seconded by Commissioner Pustka, with all others concurring, to table approving an Interlocal Cooperation Act Agreement between Comal County and Matagorda County for short-term shelter during a voluntary evacuation for more clarification. Motion carried. Vote 5 ayes 0 nays

**17. Consideration and possible action to approve Affordable Care Act (ACA) Reporting and Tracking Service (ARTS) 2016 Renewal Confirmation Program Agreement and change the Contact Designation Form to Carmen Andrews, Human Resources/Payroll Director as primary contact and authorize the County Judge to sign**

This being the next item for business, motion was duly made by Commissioner Frick, and seconded by Commissioner Pollard, with all others concurring, to approve Affordable Care Act (ACA) Reporting and Tracking Service (ARTS) 2016 Renewal Confirmation Program Agreement and change the Contact Designation Form to Carmen Andrews, Human Resources/Payroll Director as primary contact and authorize the County Judge to sign. Motion carried. Vote 5 ayes 0 nays



**18. Consideration and possible action to approve the Texas Unclaimed Property Holder Report and Payment for the Misdemeanor Cash Bond Account, Authorize the County Treasurer to sign the report, and authorize a payment of \$1,300.00 to the Texas State Comptroller**

This being the next item for business, motion was duly made by Commissioner Pustka, and seconded by Commissioner Gibson, with all others concurring, to approve the Texas Unclaimed Property Holder Report and Payment for the Misdemeanor Cash Bond Account, Authorize the County Treasurer to sign the report, and authorize a payment of \$1,300.00 to the Texas State Comptroller. Motion carried. Vote 5 ayes 0 nays

**19. Consideration and possible action to designate Lisa Krobot, the Director Environmental Health Department, as the Local Health Authority for the purpose of the Rabies Control Act of 1981**

This being the next item for business, motion was duly made by Commissioner Pollard, and seconded by Commissioner Gibson, with all others concurring, to designate Lisa Krobot, the Director Environmental Health Department, as the Local Health Authority for the purpose of the Rabies Control Act of 1981. Motion carried. Vote 5 ayes 0 nays

**20. Consideration and possible action to approve the transfer of Lee Mrnustik from Jailer to Sergeant in the Matagorda County Jail, effective June 1, 2016, at a salary of \$15.41 per hour, with the salary being within his budget**

This being the next item for business, motion was duly made by Commissioner Pustka, and seconded by Commissioner Frick, with all others concurring, to approve the transfer of Lee Mrnustik from Jailer to Sergeant in the Matagorda County Jail, effective June 1, 2016, at a salary of \$15.41 per hour, with the salary being within his budget. Motion carried. Vote 5 ayes 0 nays

**21. Consideration and possible action to approve the Transfer of Adam Vela from Sergeant to Lieutenant in the Matagorda County Jail, effective June 6, 2016, at a salary of \$18.52 per hour, with the salary being within his budget**

This being the next item for business, motion was duly made by Commissioner Pustka, and seconded by Commissioner Frick, with all others concurring, to approve the transfer of Adam Vela from Sergeant to Lieutenant in the Matagorda County Jail, effective June 6, 2016, at a salary of \$18.52 per hour, with the salary being within his budget. Motion carried. Vote 5 ayes 0 nays

**22. Consideration and possible action to accept the Canvass of the May 24, 2016 Republican Primary Run Off Election**

This being the next item for business, motion was duly made by Commissioner Frick, and seconded by Commissioner Gibson, with all others concurring, to accept the Canvass of the May 24, 2016 Republican Primary Run Off Election. Motion carried. Vote 5 ayes 0 nays

**23. Consideration and possible action to approve the Monthly Reports from various county departments**

This being the next item for business, motion was duly made by Commissioner Pustka, and seconded by Commissioner Frick, with all others concurring, to approve the Monthly Reports from various county departments. Motion carried. Vote 5 ayes 0 nays

**24. Consideration and possible action to accept the Internal Review Reports for 2016 – 1<sup>st</sup> Quarter**

This being the next item for business, motion was duly made by Commissioner Frick, and seconded by Commissioner Pollard, with all others concurring, to accept the Internal Review Reports for 2016 – 1<sup>st</sup> Quarter. Motion carried. Vote 5 ayes 0 nays



**25. Consideration and possible action to approve the Matagorda County Treasurer's Monthly Investment Report for May 2016**

This being the next item for business, motion was duly made by Commissioner Pollard, and seconded by Commissioner Gibson, with all others concurring, to approve the Matagorda County Treasurer's Monthly Investment Report for May 2016. Motion carried. Vote 5 ayes 0 nays

**26. Consideration and possible action to approve the Matagorda County Treasurer's Monthly report for April 2016**

This being the next item for business, motion was duly made by Commissioner Pollard, and seconded by Commissioner Pustka, with all others concurring, to approve the Matagorda County Treasurer's Monthly Report for April 2016. Motion carried. Vote 5 ayes 0 nays

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

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

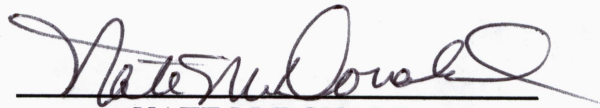
**28. Public Comments**

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

**29. Adjournment**

Motion was duly made at approximately 10:07 am by Commissioner Pustka and seconded by Commissioner Pollard, with all others concurring, to adjourn the meeting. Motion carried. Vote 5 ayes 0 nays

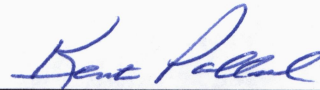
Approved in Open Court, this the 13<sup>th</sup> day of June, 2016.



NATE McDONALD,  
County Judge



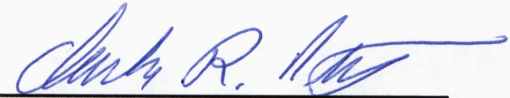
DANIEL PUSTKA,  
Commissioner Precinct No. One



KENT POLLARD  
Commissioner Precinct No. Two



JAMES GIBSON, Judge Pro Tem  
Commissioner Precinct No. Three



CHARLES "BUBBA" FRICK  
Commissioner Precinct No. Four

ATTEST:



Janet Hickl, County Clerk

