

MINUTES
MATAGORDA COUNTY COMMISSIONERS' COURT MEETING
MATAGORDA COUNTY COURTHOUSE, ROOM 300
1700 SEVENTH STREET, BAY CITY, TEXAS 77414
9:30 A.M., MONDAY, DECEMBER 19, 2022

Call to Order

This **Regular Session** of the Matagorda County Commissioners' Court was called to order at 9:30 A.M., Monday, December 19, 2022, 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: Kristen Kubecka, Mike Estlinbaum, Lisa Krobot, Becky Cook, Ashton Crow, Doug Matthes, Mike Reddell, Ashley Brooking, David Sheblak, Mike Spiller, Loretta Griffin, Tressa Leadford, Skipper Osborne, Meagan Ramirez, Shelby Storts and Maggie Perez.

1. Certification of quorum

County Judge McDonald certified a quorum in attendance with Commissioner Cook, Commissioner Pollard, Commissioner Shimek and Commissioner Frick.

2. Pledge of Allegiance – Commissioner Pollard

3. Texas Pledge – Commissioner Pollard

4. Prayer – Commissioner Cook

5. Consideration and possible action regarding approving Commissioner's Court Minutes for December 12, 2022

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 Commissioner's Court Minutes for December 12, 2022. Motion carried. Vote 5 ayes 0 nays

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

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

7. Consideration and possible action to award bid & alternates to King Solution Services, LLC of Houston related to the CDBG-DR Contract No. 20-065-123-C430 Sanitary Sewer Rehabilitation for Matagorda Country WCID #5 project, totaling \$844,367.00

This being the next item for business, motion was duly made by Commissioner Frick and seconded by Commissioner Cook, with all others concurring, to award bid & alternates to King Solution Services, LLC of Houston related to the CDBG-DR Contract No. 20-065-123-C430 Sanitary Sewer Rehabilitation for Matagorda Country WCID #5 project, totaling \$844,367.00. Motion carried. Vote 5 ayes 0 nays

8. Consideration, discussion and possible action concerning an award of an Administrative Service Contract associated with the 2023-2024 program of the Texas Community Development Block Grant funded and administered by the Texas Department of Agriculture

This being the next item for business, motion was duly made by Commissioner Frick and seconded by Commissioner Shimek, with all others concurring, to award an Administrative Service Contract associated with the

2023-2024 program of the Texas Community Development Block Grant funded and administered by the Texas Department of Agriculture. Motion carried. Vote 5 ayes 0 nays

9. Consideration, discussion and possible action concerning an award of an Engineering Service Contract associated with the 2023-2024 program of the Texas Community Development Block Grant funded and administered by the Texas Department of Agriculture between Matagorda County and Urban Engineering

This being the next item for business, motion was duly made by Commissioner Shimek and seconded by Commissioner Frick, with all others concurring, to award an Engineering Service Contract associated with the 2023-2024 program of the Texas Community Development Block Grant funded and administered by the Texas Department of Agriculture between Matagorda County and Urban Engineering. Motion carried. Vote 5 ayes 0 nays

10. Consideration and possible action to approve a Contract Amendment between Matagorda County and Stericycle, Inc. to add JP4 as a pick-up location, adding 1 bin and allowing County Attorney to sign electronically

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 a Contract Amendment between Matagorda County and Stericycle, Inc. to add JP4 as a pick-up location, adding 1 bin and allowing County Attorney to sign electronically. Motion carried. Vote 5 ayes 0 nays

11. Consideration and possible action to approve County Treasurer Loretta Griffin to sign the Treasury Management Addendum to Positive Pay Service Agreement to add Payee Match Services for the accounts listed in the Agreement

This being the next item for business, motion was duly made by Commissioner Shimek and seconded by Commissioner Cook, with all others concurring, to approve County Treasurer Loretta Griffin to sign the Treasury Management Addendum to Positive Pay Service Agreement to add Payee Match Services for the accounts listed in the Agreement. Motion carried. Vote 5 ayes 0 nays

12. Consideration and possible action to approve County Treasurer Loretta Griffin to sign the Treasury Management Subsequent Services Selection Form to remove the following Money Market Accounts, Treasurer Petty Cash and General accounts from Positive Pay for the accounts listed in the Agreement

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 County Treasurer Loretta Griffin to sign the Treasury Management Subsequent Services Selection Form to remove the following Money Market Accounts, Treasurer Petty Cash and General accounts from Positive Pay for the accounts listed in the Agreement. Motion carried. Vote 5 ayes 0 nays

13. Consideration and possible action to approve County Treasurer Loretta Griffin to sign the Treasury Management Positive Pay Service Agreement for the Tax Assessor Collector Account

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 County Treasurer Loretta Griffin to sign the Treasury Management Positive Pay Service Agreement for the Tax Assessor Collector Account. Motion carried. Vote 5 ayes 0 nays

14. Consideration and possible action to approve County Treasurer Loretta Griffin to sign the Treasury Management Addendum to Positive Pay Service Agreement to Add Payee Match Services for the Tax Assessor Collector Account

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 County Treasurer Loretta Griffin to sign the

Treasury Management Addendum to Positive Pay Service Agreement to Add Payee Match Services for the Tax Assessor Collector Account. Motion carried. Vote 5 ayes 0 nays

15. Consideration and possible action to approve the revised and updated Facilities Maintenance Supervisor job description for class 1601

This being the next item for business, motion was duly made by Commissioner Shimek and seconded by Commissioner Cook, with all others concurring, to approve the revised and updated Facilities Maintenance Supervisor job description for class 1601. Motion carried. Vote 5 ayes 0 nays

16. Consideration and possible action to approve the revised and updated Facilities Maintenance Assistant job description for class 1603

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 the revised and updated Facilities Maintenance Assistant job description for class 1603. Motion carried. Vote 5 ayes 0 nays

17. Consideration and possible action to approve the revised and updated Assistant County Auditor – Internal Auditing job description for class 1105

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 the revised and updated Assistant County Auditor – Internal Auditing job description for class 1105. Motion carried. Vote 5 ayes 0 nays

18. Consideration and possible action to approve new County Auditor job description – Assistant County Auditor – Grant Administrator class 1106

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 new County Auditor job description – Assistant County Auditor – Grant Administrator class 1106. Motion carried. Vote 5 ayes 0 nays

19. Consideration and possible action to approve new Tax Assessor Collector job description – Lead Deputy Tax Assessor Collector – Voter Registration class 1315

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 new Tax Assessor Collector job description – Lead Deputy Tax Assessor Collector – Voter Registration class 1315. Motion carried. Vote 5 ayes 0 nays

20. Consideration and possible action to approve contract proposals from BNA Construction for renovation at Sargent VFD and renovations at JP 6 office in the amount of \$17,700 along with repair of the roof at the Selkirk VFD in the amount of \$9,800

This being the next item for business, motion was duly made by Commissioner Pollard and seconded by Commissioner Frick, with all others concurring, to approve contract proposals from BNA Construction for renovation at Sargent VFD and renovations at JP 6 office in the amount of \$17,700 along with repair of the roof at the Selkirk VFD in the amount of \$9,800. Motion carried. Vote 5 ayes 0 nays

21. Consideration and possible action to approve a Customer Credit Application from Ennis Flint, Inc. to allow Matagorda County to purchase road equipment and miscellaneous items

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 a Customer Credit Application from Ennis Flint, Inc. to allow Matagorda County to purchase road equipment and miscellaneous items. Motion carried. Vote 5 ayes 0 nays

22. Consideration and possible action to approve easement encroachment, lot 24, block 60 in Markham, submitted by Tim Rob

This being the next item for business, motion was duly made by Commissioner Frick and seconded by Commissioner Cook, with all others concurring, to table approving an easement encroachment, lot 24, block 60 in Markham, submitted by Tim Rob. Motion carried. Vote 5 ayes 0 nays

23. Consideration and possible action to approve Invoices from the following Departments: Precinct #4, Sheriff's Department, County Attorney and Emergency Management

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, Sheriff's Department, County Attorney and Emergency Management. Motion carried. Vote 5 ayes 0 nays

24. Consideration and possible action to approve Matagorda County Treasurer's office Quarterly Investment Report for 3rd Quarter 2022

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 Matagorda County Treasurer's office Quarterly Investment Report for 3rd Quarter 2022. Motion carried. Vote 5 ayes 0 nays

25. Consideration and possible action to accept the 2023 3rd Quarter Internal Review

This being the next item for business, motion was duly made by Commissioner Shimek and seconded by Commissioner Pollard, with all others concurring, to accept the 2023 3rd Quarter Internal Review. Motion carried. Vote 5 ayes 0 nays

26. Consideration and possible action to approve Line Item Transfers

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 Line Item Transfers. Motion carried. Vote 5 ayes 0 nays

27. Consideration and possible action to approve Payment of Demand Checks

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 Payment of Demand Checks. Motion carried. Vote 5 ayes 0 nays

28. 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 Shimek, with all others concurring, to approve Emergency Amendments. Motion carried. Vote 5 ayes 0 nays

29. Meet in Executive Session:

Under Section 551.086 of the Texas Government Code to consider and take action 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

Under Section 551.074(a)(1) and (2) of the Texas Government Code to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee

and to hear a complaint or charge against an officer or employee

This being the next item for business, motion was duly made at 10:24 a.m. by Commissioner Shimek and seconded by Commissioner Frick, with all others concurring, to meet in Executive Session:

Under Section 551.086 of the Texas Government Code to consider and take action 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

Under Section 551.074(a)(1) and (2) of the Texas Government Code to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee and to hear a complaint or charge against an officer or employee

Motion carried. Vote 5 ayes 0 nays

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

Under Section 551.086 of the Texas Government Code to consider and take action 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

Under Section 551.074(a)(1) and (2) of the Texas Government Code to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee and to hear a complaint or charge against an officer or employee

This being the next item for business, motion was duly made at 11:34 a.m. by Commissioner Shimek and seconded by Commissioner Frick, with all others concurring, to Reconvene open session:

Under Section 551.086 of the Texas Government Code to consider and take action 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

Under Section 551.074(a)(1) and (2) of the Texas Government Code to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee and to hear a complaint or charge against an officer or employee

Motion carried. Vote 5 ayes 0 nays


31. Public Comments


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


32. Adjournment


Motion was duly made at approximately 11:35 a.m. by Commissioner Frick and seconded by Commissioner Shimek, with all others concurring, to adjourn the meeting. Motion carried. Vote 5 ayes 0 nays


Approved in Open Court, the 30th day of December, 2022.

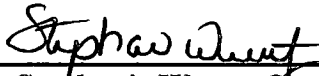

NATE McDONALD
County Judge


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

