

MINUTES
MATAGORDA COUNTY COMMISSIONERS' COURT MEETING
MATAGORDA COUNTY COURTHOUSE, ROOM 300
1700 SEVENTH STREET, BAY CITY, TEXAS 77414
9:30 A.M., MONDAY, DECEMBER 20, 2021

Call to Order

This **Regular Session** of the Matagorda County Commissioners' Court was called to order at 9:30 A.M., Monday, December 20, 2021, 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, Ernest Lawson, Becky Cook, Tressa Leadford, Loretta Griffin, Mike Reddell, Mike Estlinbaum, Anthony Maenza, Kenna Ballin, Nicole Borchard, Matt Glaze, Lisa Krobot, Jessica Russell, Viviana Vega, Ernest Lawson, Mitch Thames, Crystal Morones and Stephanie Wurtz.

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 Shimek

3. Texas Pledge – Commissioner Shimek

4. Prayer – Commissioner Pollard

5. Consideration and possible action regarding approving Commissioner's Court Minutes for December 13, 2021 and Special Commissioners Court Minutes for December 13, 2021

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 13, 2021 and Special Commissioners Court Minutes for December 13, 2021. 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 the revised and updated County Extension job description – Administrative Secretary – Family Community Health

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 County Extension job description – Administrative Secretary – Family Community Health. Motion carried. Vote 5 ayes 0 nays

8. Consideration and possible action to approve the revised and updated County Extension job description – Office Manager/Administrative Secretary – 4H & Youth Development

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 County Extension job description – Office Manager/Administrative Secretary – 4H & Youth Development. Motion carried. Vote 5

ayes 0 nays

9. Consideration and possible action to approve the revised and updated County Extension job description – Administrative Secretary - Marine

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 County Extension job description – Administrative Secretary - Marine. Motion carried. Vote 5 ayes 0 nays

10. Consideration and possible action to approve the revised and updated County Extension job description Administrative Secretary – Agriculture & Natural Resources

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 the revised and updated County Extension job description Administrative Secretary – Agriculture & Natural Resources. Motion carried. Vote 5 ayes 0 nays

11. Consideration and possible action to approve new District Clerk job description – Deputy Clerk – Records Management

This being the next item for business, motion was duly made by Judge McDonald and seconded by Commissioner Shimek, with all others concurring, to approve new District Clerk job description – Deputy Clerk – Records Management. Motion carried. Vote 5 ayes 0 nays

12. Consideration and possible action to approve the hiring of Kenneth Delco as Assistant District Attorney, at a starting biweekly salary rate of \$2,500.00, pay group 28, effective December 27, 2021

This being the next item for business, motion was duly made by Judge McDonald and seconded by Commissioner Pollard, with all others concurring, to table the hiring of Kenneth Delco as Assistant District Attorney, at a starting biweekly salary rate of \$2,500.00, pay group 28, effective December 27, 2021. Motion carried. Vote 5 ayes 0 nays

13. Consideration and possible action to accept the Deputation of Michelle Carrillo as Part Time Deputy Treasurer in the position of Human Resources/Payroll Secretary/Receptionist, Class No. 2504

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 Deputation of Michelle Carrillo as Part Time Deputy Treasurer in the position of Human Resources/Payroll Secretary/Receptionist, Class No. 2504. Motion carried. Vote 5 ayes 0 nays

14. Consideration and possible action to accept the Deputation of Lesley Scardami as Deputy County Clerk

This being the next item for business, motion was duly made by Commissioner Cook and seconded by Commissioner Frick, with all others concurring, to accept the Deputation of Lesley Scardami as Deputy County Clerk. Motion carried. Vote 5 ayes 0 nays

15. Consideration and possible action to approve the 100% Design Plans by Urban Engineering for the #8 Sewer Facilities – Van Vleck WCID #6 Lift Stations pertaining to the GLO Contract #20-065-123-C430 Project

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 100% Design Plans by Urban Engineering for the #8 Sewer Facilities – Van Vleck WCID #6 Lift Stations pertaining to the GLO Contract #20-065-123-C430 Project. Motion carried. Vote 5 ayes 0 nays

16. Consideration and possible action to accept the Annual Delinquent Property Tax Collection Report for Matagorda County presented by Attorney Nicole J. Borchard, with Law Firm of Linebarger Goggan Blair and Sampson, LLP

This being the next item for business, motion was duly made by Judge McDonald and seconded by Commissioner Shimek, with all others concurring, to accept the Annual Delinquent Property Tax Collection Report for Matagorda County presented by Attorney Nicole J. Borchard, with Law Firm of Linebarger Goggan Blair and Sampson, LLP. Vote 5 ayes 0 nays

17. Consideration and possible action to approve an Agreement between Matagorda County and Linebarger Goggan Blair and Sampson, LLP for Tax Collection Services and to take any necessary action 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 Shimek, with all others concurring, to approve an Agreement between Matagorda County and Linebarger Goggan Blair and Sampson, LLP for Tax Collection Services and to take any necessary action and authorize the County Judge to sign. Motion carried. Vote 5 ayes 0 nays

18. Consideration and possible action to approve an Order authorizing an early additional penalty on delinquent personal property taxes in order to defray costs of collection pursuant to Texas Property Tax Code Section 33.11 and take necessary action

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 an Order authorizing an early additional penalty on delinquent personal property taxes in order to defray costs of collection pursuant to Texas Property Tax Code Section 33.11 and take necessary action. Motion carried. Vote 5 ayes 0 nays

19. Consideration and possible action to adopt the findings required by House Bill 2826 relating to the procurement of a contingent fee Contract for legal services by certain governmental entities and to take necessary action

This being the next item for business, motion was duly made by Commissioner Frick and seconded by Commissioner Cook, with all others concurring, to adopt the findings required by House Bill 2826 relating to the procurement of a contingent fee Contract for legal services by certain governmental entities and to take necessary action. Motion carried. Vote 5 ayes 0 nays

20. Consideration and possible action to accept HIF USA, LLC Tax Abatement Application and accept the \$1,000.00 Application fee

This being the next item for business, motion was duly made by Judge McDonald and seconded by Commissioner Shimek, with all others concurring, to accept HIF USA, LLC Tax Abatement Application and accept the \$1,000.00 Application fee. Motion carried. Vote 5 ayes 0 nays

21. Consideration and possible action to approve the 2022 Disposal Agreement between Matagorda County Transfer Station and Waste Connections Subsidiary – Seabreeze Environmental Landfill at \$22.48 a ton, effective January 1, 2022 and authorize the County Judge to sign

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 2022 Disposal Agreement between Matagorda County Transfer Station and Waste Connections Subsidiary – Seabreeze Environmental Landfill at \$22.48 a ton, effective January 1, 2022 and authorize the County Judge to sign. Motion carried. Vote 5 ayes 0 nays

22. Consideration and possible action to authorize Matagorda County Precinct #4 to purchase playground equipment (swing) from Kraftsman Playgrounds, totaling \$24,998.33, utilizing BuyBoard Contract #592-19, for Markham Northside Park in Precinct #4

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 Matagorda County Precinct #4 to purchase playground equipment (swing) from Kraftsman Playgrounds, totaling \$24,998.33, utilizing BuyBoard Contract #592-19, for Markham Northside Park in Precinct #4. Motion carried. Vote 5 ayes 0 nays

23. Consideration and possible action to approve Invoices from the following Departments: Precinct #1, Precinct #2, Precinct #3 and Environmental Health

This being the next item for business, motion was duly made by Commissioner Pollard and seconded by Commissioner Shimek, with all others concurring, to approve Invoices from the following Departments: Precinct #1, Precinct #2, Precinct #3 and Environmental Health. Motion carried. Vote 5 ayes 0 nays

24. Consideration and possible action to approve Matagorda County Treasurer's Office Monthly Report for November 2021

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 Matagorda County Treasurer's Office Monthly Report for November 2021. Motion carried. Vote 5 ayes 0 nays

25. Consideration and possible action to approve Matagorda County Treasurer's Office Monthly Investment Report for November 2021

This being the next item for business, motion was duly made by Commissioner Shimek and seconded by Commissioner Pollard, with all others concurring, to approve Matagorda County Treasurer's Office Monthly Investment Report for November 2021. 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 Pollard, 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 Cook 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 Pollard and seconded by Commissioner Shimek, with all others concurring, to approve Emergency Amendments. Motion carried. Vote 5 ayes 0 nays

29. Public Comments

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

30. Adjournment

Motion was duly made at approximately 10:30 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 27th day of December, 2021.

absent

NATE McDONALD
County Judge

Edward Cook

EDWARD "BUBBA" COOK
Commissioner Precinct No. One

Kent Pollard

KENT POLLARD
Commissioner Precinct No. Two

Troy Shimek

TROY SHIMEK
Commissioner Precinct No. Three

Charles "Bubba" Frick

CHARLES "BUBBA" FRICK
Commissioner Precinct No. Four

ATTEST:

Stephanie Wurtz

Stephanie Wurtz, County Clerk

By: *Maggie Perez,*
chief Deputy

