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AUSTIN COUNTY CLERK

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COMMISSIONERS COURT MINUTES

June 13, 2022 Austin County Commissioners Court met in the 2nd floor Courtroom at the Austin County Courthouse with the following present:

Tim Lapham, County Judge
Mark Lamp, Commissioner, Precinct 1
Robert "Bobby" Rinn, Commissioner, Precinct 2
Leroy Cerny, Commissioner, Precinct 3
Chip Reed, Commissioner, Precinct 4
Andrea Cardenas, Deputy County Clerk

9:00 A.M. OPENING
CALL TO ORDER
INVOCATION
PLEDGES OF ALLEGIANCE
ROLL CALL AND CERTIFICATION OF QUORUM

Will do Addendum after Consent Agenda.

Motion to Adopt: Commissioner Reed, 2nd Commissioner Lamp, passed (4-0).
Order #22-223

1. Petitions or Requests from the Public.

Judge Leedy thanked the public for financing project and Commissioners Court for supervising construction.

Christopher Webb spoke with regard about permit needed for work on Hall Road

2. Discussion and action as appropriate regarding building projects and financing.

Commissioner Lamp presented an invoice from FSC Payment Marking to install keypad for back parking lot at Justice Center for \$1,932.00.

Approve invoice as presented.

Motion to Approve: Commissioner Lamp, 2nd Commissioner Reed, passed (4-0).
Order #22-224

Per Commissioner Reed, Wendt Street renovations should begin tomorrow.

Per Commissioner Lamp, will not do mark up on Wendt Street parking lot until after October 1st.

Per Commissioner Rinn, shrubs in front of Wendt Street building will transplant to planter boxes. Per Stacey Villarreal (Agrilife), can raise planter boxes so water flows away from building and prevent standing water. Can pour concrete or use gravel with risers. Commissioner Rinn will get estimates for gravel and concrete. Per Stacey Villarreal, 12 planter boxes were donated by Bluebonnet Master Gardeners. The only expense to the County is gravel or concrete.

Per Judge Lapham, Christensen advertised for bids for subcontractors. Bids were due Thursday at 2 p.m.

Commissioner Reed asked if a ramp should be installed at Wendt Street. Judge Lapham suggested painting a stripe.

3. Discussion and action as appropriate regarding road construction projects.

Per Commissioner Reed, doing routine maintenance.

Per Commissioner Cerny, Kulow/Sealy bridge is halfway done. Continuing with routine maintenance.

Per Commissioner Rinn, doing routine maintenance. Kenny Hall Road and Skalak Road will begin stabilization.

Per Commissioner Lamp, doing routine maintenance. Mill Creek at Grubbs and Steck Bottom Roads have been closed about a month. Nelius Road is closed too. Working on bridges. Have three more bridges to build. Nelius, Woodley, and Kiemstedt Road bridges all funded through the State.

4. Discussion regarding house at 856 West Main Street, Bellville and action as appropriate.

Advertise for bids for house at 856 West Main Street, Bellville. House to be moved at buyer's expense.

Motion to Advertise: Commissioner Reed, 2nd Commissioner Cerny, passed (4-0).

Order #22-225

5. Discussion regarding Sale of Restroom Trailer and action as appropriate.

Per Roy Mercer (Emergency Management), trailer can be utilized in emergencies and Bleiberville Fire Department can use it for fundraisers. Trailer will be kept at Bleiberville Fire station.

Send restroom trailer to Bleiberville Fire Department, allow them to utilize it and use for emergencies for one year. At year mark, re-evaluate and decide to sale or continue to use as a resource for the County.

Motion to Allow: Commissioner Cerny, 2nd Commissioner Reed, passed (4-0).
Order #22-226

6. Discussion regarding use of leave without pay and action as appropriate.

Stacie Dewald (HR Director) requested clarification from the Court about the County's time without pay policy.

All time has to be used before taking time without pay.

Motion to Approve: Commissioner Rinn, 2nd Commissioner Reed, passed (4-0).
Order #22-227

7. Discussion regarding Policy for Placing Utilities within the County Right of Way and action as appropriate.

Approve variance to County's underground utility policy to approve an 8' depth on electrical installation by San Bernard Electric on Hall Road.

Motion to Approve: Commissioner Cerny, 2nd Commissioner Rinn, passed (4-0).
Order #22-228

Commissioners Rinn and Lamp will work on utility policy.

8. Discussion to appoint Austin County Health Authority and action as appropriate.

Appoint Dr. Don Bosse.

Motion to Appoint: Commissioner Lamp, 2nd Commissioner Reed, passed (4-0).
Order #22-229

9. Action to accept executed agreement between Austin County EMS and the School of EMS.

Motion to Accept: Commissioner Rinn, 2nd Commissioner Lamp, passed (4-0).
Order #22-230

10. Consideration and action to accept Gift Deed of property on or near Peters-San Felipe Rd, Pct 1.

Motion to Accept: Commissioner Lamp, 2nd Commissioner Rinn, passed (4-0).
Order #22-231

- 11. Discussion regarding Commercial Development at 7311 Highway 36 South, Sealy, Pct. 4, and action as appropriate.**

Motion to Approve: Commissioner Reed, 2nd Commissioner Rinn, passed (4-0).
Order #22-232

- 12. Consideration and action to authorize a one-time variance from Subdivision Regulations to divide a 1 acre tract from a 13.054 tract on FM 109, New Ulm, Pct. 2.**

Motion to Authorize: Commissioner Rinn, 2nd Commissioner Cerny, passed (4-0).
Order #22-233

- 13. Consideration and action to amend 2021-2022 Compensation Order adding a position to Maintenance (101-51115-115) and action as appropriate.**

Amend Compensation Order adding 32 hours per week maintenance position at pay rate \$15.55 to be paid from line item 101-51115-115.

Motion to Amend: Commissioner Cerny, 2nd Commissioner Reed, passed (4-0).
Order #22-234

- 14. Discussion regarding UKG HR/Payroll module and action as appropriate.**

Per Billy Doherty (County Auditor), originally under impression OpenGov was going to house employee database. OpenGov will not house employee database. Original contract approved previously does not include employee database. UKG has an HR/Payroll module. Initial set up fee is \$2,000 with an additional \$13,608 per year. Total yearly fee is \$44,280 which comes to \$3,690 per month.

Motion to Approve: Commissioner Lamp, 2nd Commissioner Rinn, passed (4-0).
Order #22-235

- 15. Discussion and action to declare miscellaneous election equipment/supplies as surplus.**

Declare as surplus.

Motion to Declare: Commissioner Rinn, 2nd Commissioner Reed, passed (4-0).
Order #22-236

- 16. Discussion and action to approve Purchasing Process Policy for Grants recommended by OOG.**

No action.

17. Consideration and action regarding implementing a Burn Ban.

Approve Burn Ban.

*Motion to Approve: Commissioner Reed, 2nd Commissioner Lamp, passed (4-0).
Order #22-237*

18. Discussion regarding NIMS Training Guidelines recommended by OOG and action as appropriate.

Adopt NIMS training guidelines.

*Motion to Adopt: Commissioner Rinn, 2nd Commissioner Reed, passed (4-0).
Order #22-238*

19. Discussion regarding AC replacement at RACE Radio Room, Bellville communication tower and action as appropriate.

Switchbox for main tower is housed in RACE Radio Room. Per Roy Mercer (Emergency Management) air conditioner is ordered and should be here today or tomorrow.

*Motion to Approve: Commissioner Reed, 2nd Commissioner Rinn, passed (4-0).
Order #22-239*

20. Consideration and action to approve final plat for Creekmore Meadows Subdivision, Pct 4.

*Motion to Approve: Commissioner Reed, 2nd Commissioner Rinn, passed (4-0).
Order #22-240*

21. Discussion regarding ambulance chassis issues for new ambulances and action as appropriate.

Per Walter Morrow (EMS Director), chassis was ordered in October or September of 2021. Still not here or production started. Other makes have 24hour windows available to order soon. There is a cost difference of \$15,269. Ford may cancel all 2022 orders to sell 2023 models. May need to switch to gas engine to be able to obtain a chassis.

Give authority to EMS Chief to order Dodge chassis if comes available next week before next Court.

*Motion to Authorize: Commissioner Reed, 2nd Commissioner Lamp, passed (4-0).
Order #22-241*

- 22. Discuss, Consider, and select a Professional Surveying Firm to assist in the project implementation and surveying services for Austin County's GLO Community Development Block Grant-Mitigation Program Contract Number #22-085-007-D235.**

Per Commissioner Reed, committee comprised of Shannon Hannath (Road and Bridge Administrative Assistant), Billy Doherty (County Auditor) and Commissioner Reed, received bids, opened and scored.

Award to Doucet for professional surveying for GLO Block Grant.,

Motion to Award: Commissioner Reed, 2nd Commissioner Rinn, passed (4-0).
Order #22-242

- 23. Consideration and action to advertise for CDBG-DR Project #20-065-065-C184 bridge construction.**
- a. **Yellow Rose Rd**
 - b. **New Bremen Rd**

Per Commissioner Rinn, no bids were submitted. Time frame is an issue. Will request extensions because didn't receive any bids.

Authorize to advertise for bids, due July 28th at 4 p.m. to Road and Bridge office.

Commissioners Reed and Lamp to research information.

Motion to Authorize: Commissioner Reed, 2nd Commissioner Rinn, passed (4-0).
Order #22-243

- 24. CONSENT AGENDA - Items listed are of routine nature and may be acted on in a single motion unless requested otherwise by member of Commissioners Court.**
- a. **Approval of Minutes**
 - i. **May 09, 2022**
 - ii. **May 16, 2022**
 - iii. **May 23, 2022**
 - b. **Consideration and action to approve Right of Way installation by San Bernard Electric Co-op at New Bremen Rd and Tiemann Rd, Precinct 2**
 - c. **Consideration and action to approve Right of Way installation by Industry Telephone Company at Skalak Rd, Precinct 2**
 - d. **Consideration and action to authorize a Temporary Access Agreement between John Bradley Hauerland and Austin County, Precinct 4.**

- e. **Consideration and action to approve required schooling application for Kim Rinn, Tax Assessor Collector, to be held July 31 – August 3, 2022 at Austin, Texas.**

*Motion to Approve: Commissioner Reed, 2nd Commissioner Lamp, passed (4-0).
Order #22-244*

ADDENDUM TO ACTION AGENDA

- 1. **Discussion and action to approve purchase of new armored vehicle for Sheriff's Office.**

Deny request.

*Motion to Deny: Commissioner Reed, 2nd Commissioner Lamp, passed (4-0).
Order #22-245*

Court recessed at 10:46 a.m.

Court reconvened at 10:55 a.m.

- 25. **Budgetary and Financial Claims - action as appropriate.**
 - a. **Payment of Claims**

Early Bills = \$64,088.02. Per Billy Doherty (County Auditor), Burns Architect instructed him to withhold paying Goeke Construction bills until punch list is complete. Regular Bills = \$1,101,973.63.

*Motion to Approve: Commissioner Rinn, 2nd Commissioner Reed, passed (4-0).
Order #22-246*

Approve fund transfers.

*Motion to Approve: Commissioner Reed, 2nd Commissioner Rinn, passed (4-0).
Order #22-247*

- b. **Budget Amendments**

#49 – 82

*Motion to Approve: Commissioner Reed, 2nd Commissioner Cerny, passed (4-0).
Order #22-248*

- c. **County Auditor's Review of finances**

Per Billy Doherty (County Auditor), County is borderline with project. Once County receives reimbursement from HGA should be okay.

- d. **County Treasurer's**
 - i. **Payroll and Escrow Report Payroll & Escrow Report – 05.27.2022 and 06.03.2022**

Motion to Approve: Commissioner Reed, 2nd Commissioner Rinn, passed (4-0).
Order #22-249

- ii. **Monthly Report – April & May 2022**

Motion to Approve: Commissioner Rinn, 2nd Commissioner Rinn, passed (4-0).
Order #22-250

26. Written end-of-the month reports submitted by County Offices.

- a. **Jail Population – May 2022**
- b. **Constable Precinct 1 – May 2022**
- c. **Constable Precinct 2 – May 2022**
- d. **Constable Precinct 4 – May 2022**
- e. **Justice of the Peace, Precinct 3 – May 2022**
- f. **Justice of the Peace, Precinct 4 – May 2022**
- g. **OSSF Report – May 2022**
- h. **Texas DMV – May 2022**

Motion to Accept: Commissioner Cerny, 2nd Commissioner Lamp, passed (4-0).
Order #22-251

27. Commissioners Court Inquiry.

Per Billy Doherty (County Auditor), received notice from P2 Emulsions with regard to a 10% increase beginning June 15, 2022.

Approve P2 Emulsions price increase of 10% for locomotive fuel surcharge.

Motion to Approve: Commissioner Rinn, 2nd Commissioner Reed, passed (4-0).
Order #22-252

Texas Materials increased price for fuel surcharge.

Approve fuel surcharge under 25% increase.

Motion to Approve: Commissioner Reed, 2nd Commissioner Cerny, passed (4-0).
Order #22-253

Outside Auditor's will be here this week for annual audit.

Per Judge Lapham, once elevator is fixed, Human Resource office will move back to the Courthouse. Will move into old District Clerk's office.

28. BUDGET WORKSHOP

Workshop began at 11:38 a.m.

Billy Doherty (County Auditor) handed out budget binders.

Judge Lapham handed out copies of the Compensation Order. Asked the Commissioners what is the Court going to do for employees. Court agreed need to do something for employees.

Commissioner Lamp asked about positions that are not filled and haven't been filled for years. Court discussed giving a \$1.25 per hour raise per employee unless the employee takes a county vehicle home.

Workshop ended at 12:39 p.m.

*Motion to Adjourn: Commissioner Reed, 2nd Commissioner Cerny, passed (4-0).
Order #22-254*

Court adjourned at 12:40 p.m.

**ALL SUPPORTING DOCUMENTS ON FILE WITH COUNTY CLERK AS PROVIDED BY
COMMISSIONERS COURT**

I, **Carrie Gregor, Austin County Clerk, attest to the minutes of the Commissioners Court proceedings for May 23, 2022.**



Date: June 21, 2022
Carrie Gregor
Carrie Gregor, Austin County Clerk
Clerk of Commissioners Court
Austin County, Texas
By: Andrea Cardenas, Deputy

FILED

2022 JUN 21 AM 11:21

Carrie Gregor
COUNTY CLERK
AUSTIN COUNTY, TEXAS