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COMMISSIONERS COURT MINUTES

June 26, 2023 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, County Clerk

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

Motion to Adopt: Commissioner Rinn, 2nd Commissioner Reed, passed (4-0).
Order #23-207

- 1. Proclamations and Special Recognitions**
 - a. National Boys and Girls Club Week**

Motion to Proclaim: Commissioners Reed, 2nd Commissioner Lamp, passed (4-0).
Order #23-208

- 2. Petitions or Requests from the Public.**
- 3. Budget Workshop**

Judge Lapham presented Salary figures at 4% raise for all employees and Non – Salary figures.

Sheriff Brandes requested increase in salary for his position and for his Chief Deputy in order to allow other employees room for growth.

Brandy Robinson (First Assistant District Attorney) requested salary increase and another Felony Prosecutor for the District Attorney's office.

Judge Leedy requested increase salary for Court Administrator and for his Court Reporter requested salary increase or become an exempt employee.

Constable Clark (Pct. 4) requested increase in salary, four reserves Deputies to assist with Court duties and increase in vehicle expense. Reserves are not paid a salary.

Human Resource requested increase in supplies and conference and travel line items.

EMS requested increase in salary for employees. Clinical Manager.

Michelle Wright (AgriLife) requested to purchase a computer and increase for supply allowance for agents.

Cat Cordeiro (Communications) requested to repair San Felipe Tower. The VFH system is struggling to progress. Requested an increase in tower utilities as well.

Andrea Cardenas (County Clerk) requested increase for supplies, conference and cell phone.

Per Judge Lapham, Library System requested a title change with a salary increase, a new line item for Library Aide, and salary increase ss for Knox Librarian and Knox Assistant Librarian, District Judge requested increase in Travel for mileage reimbursement, 3% increase for Court Appointed Attorneys and a 4th Court Appointed Attorney.

Billy Doherty (County Auditor) requested increases in supplies, conference and travel and other line items.

Per Judge Lapham, Emergency Management requested to purchase two drones, new radio converter, software, office personnel and increase in salary and conference and travel. Tax Office requested increase in conference and travel, and Treasurer requested an increase in conference and travel.

Sheriff Brandes requested a full-time scale position, body cam upgrades, new line item for prisoner transports and Austin County Jail requests increase in medical care and food for inmates.

Court recessed at 11:32 a.m.

Court reconvened at 11:40 a.m.

4. Discussion and action regarding purchase of laptop computer for County Engineer

Ratify purchase of laptop for County Engineer for \$1,949.98.

Motion to Ratify: Commissioner Reed, 2nd Commissioner Lamp, passed (4-0).
Order #23-209

5. Discussion to declare unused furniture as surplus and action as appropriate.

Motion to Declare: Commissioner Reed, 2nd Commissioner Rinn, passed (4-0).
Order #23-210

6. Consideration and action to set homestead exemption rates.

Set Homestead Exemption Rate for all the tax rates at 1% with a \$5000 floor.

Motion to Set: Commissioner Lamp, 2nd Commissioner Rinn, passed (4-0).
Order #23-211

7. Consideration and action to authorize a one-time variance from Subdivision Regulations to divide a three (3) acre tract from a 20.78 acre parent tract on County Line Rd, Pct. 4.

Motion to Authorize: Commissioner Lamp, 2nd Commissioner Cerny, passed (4-0).
Order #23-212

8. Discussion and action to approve plat/land submittal application for Oxford Estates, Pct. 4

Approve replat of Lot 2 and reserve A of Oxford Estates.

Motion to Approve: Commissioner Reed, 2nd Commissioner Rinn, passed (4-0).
Order #23-213

9. Consideration and action to authorize advertisement for bid proposals:

- a. Road Material/Gravel
- b. Hauling
- c. Asphalts, Liquid Asphalt, Emulsion and Dust Control
- d. Corrugated Culverts
- e. HDPE Culvert Pipe
- f. Concrete/Cement
- g. Fuel (Gasoline & Diesel)
- h. Surface Treatments, Asphalt Laydown & Asphalt Milling

Bids need to be submitted by 4:00 p.m. on August 17, 2023.

Authorize to advertise for bids.

Motion to Authorize: Commissioner Reed, 2nd Commissioner Lamp, passed (4-0).
Order #23-214

10. Discussion and action to appoint audit services firm.

Per Billy Doherty (County Auditor), Found Potello, Brown and Houston from Waco for audit services. There will be a slight increase over four years. It will be \$40,500 for audit and \$5,000 for single not to exceed \$45,500 for both.

Appoint Potello, Brown and Houston for audit services not to exceed \$45,000.

Motion to Appoint: Commissioner Reed, 2nd Commissioner Rinn, passed (4-0).
Order #23-215

11. Discussion and action regarding purchase of laptop with docking station for County Clerk's Office.

Purchase laptop not to exceed \$1,949.98 paid from Tech Fund – 117 Fines and Fees.

Motion to Purchase: Commissioner Rinn, 2nd Commissioner Lamp, passed (4-0).
Order #23-216

12. 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 8, 2023**

b. **Consideration and action to authorize a temporary access agreement between Carrie E Froebel and Pct. 4**

Motion to Approve: Commissioner Reed, 2nd Commissioner Lamp, passed (4-0).
Order #23-217

13. Budgetary and Financial Claims – action as appropriate.

a. **Payment of Claims**

Total = \$242,122.96

Motion to Approve: Commissioner Rinn, 2nd Commissioner Cerny, passed (4-0).
Order #23-218

Additional bills to pay - \$1,000 – United Training Specialist (EMS), \$930 – Contract Labor (Tax Office), \$7,263 – American Steel (Pct. 4)

Motion to Approve: Commissioner Reed, 2nd Commissioner Lamp, passed (4-0).
Order #23-219

b. Fund Transfers

Voided \$275 check and \$229.04 then transferred back to General Fund, Regular bills – \$242,122.96, United Training Specialist – \$1,000, and Contract Labor - \$930.

Motion to Approve: Commissioner Reed, 2nd Commissioner Rinn, passed (4-0).
Order #23-220

c. Budget Amendments

#30 – AgriLife – moved \$4,000 from Copier Rental to Stat & Ofc Supply – \$2,000, Computer System – \$1000, and Other – \$1000.

Motion to Approve: Commissioner Reed, 2nd Commissioner Lamp, passed (4-0).
Order #23-221

d. County Auditor's review of finances

Per Billy Doherty (County Auditor), barely persevering.

e. County Treasurer's

i. Payroll and Escrow Report-06.16.2023

Motion to Approve: Commissioner Reed, 2nd Commissioner Cerny, passed (4-0).
Order #23-222

ii. May 2023

Motion to Accept: Commissioner Cerny, 2nd Commissioner Reed, passed (4-0).
Order #23-223

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

- a. Constable Lance Johnson, Pct. 1 – May 2023**
- b. Statutory Court -May 2023**
- c. Library -May 2023**

Motion to Accept: Commissioner Reed, 2nd Commissioner Rinn, passed (4-0).
Order #23-224

Court recessed at 12:12 p.m.

15. EXECUTIVE SESSION

A closed meeting will be held concerning the following items

- a. Economic Development Matter**

Court reconvened at 12:30 p.m.

16. Action as appropriate on Executive Session.

Enter into a 381 Economic Agreement Sealy Power LLC.

*Motion to Approve: Commissioner Lamp, 2nd Commissioner Reed, passed (4-0).
Order #23-225*

17. Commissioners Court Inquiry.

Per Billy Doherty (County Auditor), all employees in the County who use a computer should receive an email with regard to Cyber Security Training. The deadline to complete training is August 31, 2023.

*Motion to Adjourn: Commissioner Lamp, 2nd Commissioner Reed, passed (4-0).
Order #23-226*

Court adjourned at 12:32 p.m.

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

I, Andrea Cardenas, Austin County Clerk, attest to the minutes of the Commissioners Court proceedings for June 26, 2023.



Date: July 14, 2023
Andrea Cardenas
Andrea Cardenas, Austin County Clerk
Clerk of Commissioners Court
Austin County, Texas

FILED

2023 JUL 14 PM 1:34

Andrea Cardenas
COUNTY CLERK
AUSTIN COUNTY, CLERK