



CARRIE GREGOR
AUSTIN COUNTY CLERK

COMMISSIONERS COURT MINUTES

On **March 25, 2013** Austin County Commissioners Court met in the Commissioners Courtroom at the Austin County Courthouse with the following present:

Carolyn Bilski, County Judge
Reese Turner, Commissioner, Precinct 1
Robert "Bobby" Rinn, Commissioner, Precinct 2
Randy Reichardt, Commissioner, Precinct 3
Douglas King, Commissioner, Precinct 4
Cyndi Gomez, Deputy County Clerk

Opening – 9:00 a.m.

Call to Order
Invocation
Pledges of Allegiance
Certification of Quorum

Consideration/Adoption of Agenda

#9c is for May instead of April.

Motion to Adopt: Commissioner Reichardt, 2nd Commissioner Rinn, passed (4-0).
Order #13-82

1. Proclamations and Special Recognitions

a. Bellville St. Joseph Health Center

Michael Zilm, Interim Administrator and Margie Lovell were present to represent the hospital.

b. Fair Housing Month

Janet Harris, CPS gave a brief update on activities and accepted proclamation.

2. Petitions or Requests from the Public

None.

3. Annual Report of Austin County Historical Commission by Chair Grace Holtkamp.

Grace Holtkamp postponed report.

4. Consideration and possible action to accept Independent Auditor's Report for Austin County Emergency Communications District.

Tina Huebner, ACECD reviewed the Auditor's report prepared by Seidel, Schroeder & Company, Certified Public Accountants/Business Advisors.

Motion to Accept: Commissioner Reichardt, 2nd Commissioner Rinn, passed (4-0).
Order #13-83

5. Consideration and possible action to accept amended budget of Austin County Emergency Communications District.

Tina Huebner, ACECD reviewed the Profit & Loss Budget Overview.

Motion to Accept: Commissioner Reichardt, 2nd Commissioner Rinn, passed (4-0).
Order #13-84

6. Consideration and possible action to authorize third party administrator for Section 125 with flexible spending account for Austin County employees.

Pamela Sanders, Insurance Agency Inc. reviewed the Flexible Spending Account for Medical Reimbursement and/or for Dependent Care.

The Court will keep Pamela Sanders as the Administrator.

Motion to Authorize: Commissioner King, 2nd Commissioner Reichardt, passed (4-0).
Order #13-85

7. Consideration and possible action to authorize contract to prepare enrollment and benefit election forms for Austin County use.

Pamela A. Sanders Insurance Agency Inc. will continue working with Sharon McCowin, Human Resources, Laura Kaye, Treasurer and the Auditor's office to keep the County compliant with the IRS. Money for funding will come from the Professional Service account.

Motion to Accept: Commissioner King, 2nd Commissioner Rinn, passed (4-0).
Order #13-86

8. Consideration and possible action to adopt Consent Agenda Format.

See agenda #9.

9. 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. **Consideration and possible action to accept financial report for Emergency Services District 1.**
- b. **Consideration and possible action to authorize contract for election equipment for May 2013 elections:**
 - i. **Sealy ISD**
 - ii. **City of Sealy**
 - iii. **Town of San Felipe**
 - iv. **City of Bellville**
 - v. **Bellville ISD**
- c. **Consideration and possible action to approve application for required schooling reimbursement for Laura Kaye, Treasurer, to be held May 13-16, 2013 in Austin, Texas.**
- d. **Consideration and possible action to authorize purchase of official record binders out of Records Management 137-010-0000 in the amount of \$150.65.**
- e. **Consideration and possible action to authorize purchase of commissioners court binder out of Records Management 137-010-0000 in the amount of \$161.98.**
- f. **Consideration and possible action to authorize agreement for temporary access between Robert McNair and Austin County Precinct 3 to clean ditch and improve drainage.**

*Motion to Adopt: Commissioner Reichardt, 2nd Commissioner Rinn, passed (4-0).
Order #13-87*

10. Activity report by Sheriff Brandes.

Review of Monthly Sheriff's Activity Report.

11. Discussion regarding location of firing range for law enforcement qualification, and action as appropriate.

There is a courtesy agreement with the City of San Felipe for a firing range. Sheriff Brandes would like the property on FM 109 in New Ulm to be used as a backup location.

Motion to Approve: Commissioner Rinn, 2nd Commissioner Turner, passed (4-0).

Order #13-88

12. Discussion regarding the disposal of solid waste in certain areas of Austin County, and necessary steps to prohibit with action as appropriate.

An Ordinance sample from Waller County was provided to the Court to review. Judge Bilski will request Allison, Bass & Associates to write up and prepare a draft for review.

Motion to Authorize: Commissioner Reichardt, 2nd Commissioner Rinn, passed (4-0).

Order #13-89

13. Discussion regarding Personnel Policy and Procedures amendments, and action as appropriate:

a. 4.01 Regular Part-Time

If an employee works 30 hours per week over a 52 hour work period, they will be eligible for health insurance.

Changing the policy to read "...those who are scheduled for at least **30 - 32** hours of work per week are eligible for benefits..."

b. 7.01 Medical and Life Insurance

Changing Regular Part-Time employees who work at least 32 hours, to 30 hours, 120-day waiting period, to 90-day waiting period under the Federal Law.

For employees to purchase insurance for family members, change to 30 hours; Temporary employees and Regular employees working less than 32 hours, change to 30 hours.

Motion to Adopt: Commissioner King, 2nd Commissioner Rinn, passed (4-0).

Order #13-90

c. 7.04 Workers Compensation

Need to add "Texas Association of Counties Risk Management Pool Workers Compensation Alliance" to policy. Policy should read as "Employees and volunteers of the county are covered by the Texas Association of Counties Risk Management Pool Workers Compensation Alliance."

7.06 Leave Time – leave at 32 hours.

Motion to Approve: Commissioner Reichardt, 2nd Commissioner Rinn, passed (4-0).
Order #13-91

Changes to be effective June 1, 2013.

Motion to Approve: Commissioner Reichardt, 2nd Commissioner Rinn, passed (4-0).
Order #13-92

14. Consideration and action to amend annual compensation Order 12-394 for employees reflecting 2% increase.

Per Commissioner Reichardt, he'll make the motion that we pay 2% to everybody, people on probation and everything, on the next time sheet.

Per Judge Bilski, clarify the 2% for anybody that's in the introductory period right now, then they get their review and they get their 5% or whatever...

Per Commissioner Reichardt, then they get their review, then it is up to the supervisor if they want to only give them 3% or the full 5% that is at the supervisors...

Motion to Authorize: Commissioner Reichardt, 2nd Commissioner Rinn, passed (4-0).
Order #13-93

Discussion regarding re-hires, postponed for later date.

Court recessed at 10:40 a.m.

Court reconvened at 10:57 a.m.

15. Budgetary and Financial Claims – action as appropriate

a. Payment of Claims

Motion to Authorize: Commissioner Turner, 2nd Commissioner King, passed (4-0).
Order #13-94

b. Budget amendments

Motion to Authorize: Commissioner Rinn, 2nd Commissioner King, passed (4-0).
Order #13-95

c. County Auditor's and Treasurer's review of finances

Update from Treasurer regarding General Fund Reconciliation from Chaney & Chaney.

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

- a. Austin County Library System – February 2013
- b. Justice of The Peace, Precincts 1, 2, 3 & 4 – February 2013
- c. Monthly Fees and Commissions from Tax Assessor-Collector – December 2012, January and February 2013
- d. Texas AgriLife Extension – August – December 2012
- e. County Court – February 2013
- f. On-Site Sewage Facility Activity – February 2013
- g. Environmental Enforcement – February 2013

17. Commissioners Court Inquiry

- Payment to TxDot
- Change Cat Spring barn phone to a cell phone, which can be considered a business line for \$25.00 a month.
- TCEQ Law – It is illegal to burn after dark, not a County law, though cooking and ceremony fires are legal.
- April 8, 2013 is County Government Day
- April 1, 2013 photo with CPS at 5 p.m. at Gordon Library in Sealy

Court adjourned at 11:25 a.m.

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

I, Carrie Gregor, Austin County Clerk, attest to the accuracy of the record of the Commissioners Court proceedings for March 25, 2013.

FILED
13 APR 19 PM 4: 09
Carrie Gregor
COUNTY CLERK
AUSTIN COUNTY, TEXAS

Date: April 19, 2013
Carrie Gregor
Carrie Gregor, Austin County Clerk
Clerk of Commissioners Court
Austin County, Texas
By: Cyndi Gomez, Deputy

