

**REGULAR TERM  
REGULAR SESSION  
August 27, 2019**

On this the 27<sup>th</sup> day of August, 2019, A.D., at 9:00 a.m. the Commissioners' Court of Jackson County, Texas convened in a Regular Term, Regular Session, thereof, at the Courthouse of Edna, Texas, with the following members of the Court present, to-wit:

Jill Sklar	County Judge
Wayne Hunt	Comm. Pct. #1
Wayne Bubela	Comm. Pct. #2
Johnny Belicek	Comm. Pct. #3
Dennis Karl	Comm. Pct. #4
Katherine Brooks	County Clerk

At which time the following proceedings were had:

**Invocation and Pledge**

Comm. Hunt opened the meeting with prayer and Judge Sklar led the reciting of the Pledge of Allegiance of the United States of America.

**Citizens Comments-Opportunity for the public to address Commissioner's Court on non-agenda items. The Court may not comment nor deliberate on non-agenda items. (Presentations should be limited to (5) minutes)**

There were none.

**Public Hearing to consider a plan for Districts Clerk's Technology Fund and Record Archive Fee to fund the preservation and restoration of the District Clerk's records.**

Public Hearing opened at 9:02 a.m.

Public Hearing closed at 9:03 a.m.

**Consider approval of plan for Technology Fund and Record Archive Fee for District Clerk.**

A motion was made by Comm. Bubela, seconded by Comm. Hunt, to approve the Technology Fund and Record Archive Fee for the District Clerk. Motion Carried.

Clerk's Note: A copy of the Preservation and Restoration Plan on file among exhibits of Commissioners' Court.

**Public Hearing to consider a plan for County Clerk's Records Management and Preservation Fee and Record Archive Fee to fund the preservation and restoration of the County Clerk's records.**

Public Hearing opened at 9:06 a.m.

Public Hearing closed at 9:07 a.m.

**Consider approval of plan for Records Management and Preservation Fee and Record Archive Fee for County Clerk.**

A motion was made by Comm. Bubela, seconded by Comm. Hunt, to approve the Records Management and Preservation Fee and Record Archive Fee for the County Clerk. Motion Carried. Clerk's Note: A copy of the Record Archive Fee Plan on file among exhibits of Commissioners' Court.

**Approval of Minutes and/or additions and corrections, if any.**

The minutes from August 5, 2019, August 13, 2019 and August 19, 2019, were submitted.

A motion was made by Comm. Belicek, seconded by Bubela, to approve the minutes. Motion carried.

**Hear presentation from American Red Cross.**

Alex Garcia spoke on behalf of the American Red Cross.

**Consider budget amendments, line-item transfers and revenue certification for FY 2019 Budget, and take any necessary.**

A motion was made by Comm. Belicek, seconded by Comm. Hunt, to approve Budget amendments, line-item transfers and revenue certifications for FY 2019 Budget. Motion Carried. Clerk's Note: A copy of budget amendments on file among exhibits of Commissioners' Court.

**Consider rate changes with Eric Scheibe with development program and take any necessary action.**

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A motion was made by Comm. Belicek, seconded by Comm. Bubela, to table discussion to review at a later date. Motion Carried.

**Consider GOMESA funds masterplan with Eric Scheibe, and take any necessary action.**

Eric Scheibe discussed GOMESA funds masterplan with the court.

No action taken.

**Consider appointing Election Judges for up-coming election year and take any necessary action.**

A motion was made by Comm. Bubela, seconded by Comm. Belicek, to approve the list of election judges for the upcoming election year. Motion Carried.

Clerk's Note: A copy of the Order of Appointment for Election Judges and Alternates on file among exhibits of Commissioners' Court.

**Consider moving early voting into the courthouse lobby, and take any necessary action.**

A motion was made by Comm. Belicek, seconded by Comm. Bubela, to table until we can arrange a mock set up in the courthouse lobby to determine if possible to use for early voting location. Motion carried.

**Consider 2019-2020 Holiday Schedule, and take any necessary action.**

A motion was made by Judge Sklar, seconded by Comm. Hunt to approve the 2019-2020 Holiday Schedule with three days off for the Christmas Holiday. Motion carried.

Clerk's Note: A copy of the Schedule on file among exhibits of Commissioners' Court.

**Ratify wire and ACH transfers Agreement with Prosperity Bank, and take any necessary action.**

A motion was made by Comm Bubela, seconded by Comm. Karl, to ratify the Wire and ACH Transfer Agreement with Prosperity Bank. Motion carried.

Clerk's Note: A copy of the agreement on file among exhibits of Commissioners' Court.

**Consider the Resolution approving the offer to purchase tax sale property, and take any necessary action.**

A motion was made by Comm. Bubela, seconded by Comm. Hunt, to approve the resolution approving the offer to purchase the Carver tax sale property and authorize the County Judge to sign. Motion Carried.

Clerk's Note: A copy of the resolution on file among exhibits of Commissioners' Court.

**Consider Request for Proposal for Managed IT Service provider, and take any necessary action.**

A motion was made by Comm Belicek, seconded by Comm. Bubela, to approve the Request for Proposal for Managed IT Service Provider. Motion carried.

**Consider approving bids for Debris Removal and Debris Monitoring Services, and take any necessary action.**

A motion was made by Judge Sklar, seconded by Comm. Bubela, to approve Crowder Gulf (primary) and Ceres (secondary) as our debris removal services and Tetra Tech (primary) and Thompson (secondary) as the debris monitoring services during a disaster. Motion carried.

Clerk's Note: A copy of the RFP on file among exhibits of Commissioners' Court.

**Receive District Judges order setting salaries of Auditor's Office for fiscal year 2020 and Court Reporters for Calendar year 2020.**

A motion was made by Comm Belicek, seconded by Comm. Bubela, to receive the District Judges order of setting salaries of Auditors Office for fiscal year 2020. Motion carried.

Clerk's Note: A copy of the Order on file among exhibits of Commissioners' Court

**Consider Memorandum of Understanding between Jackson County and Gulf Bend Center regarding Mental Health Deputy Program, and take any necessary action.**

A motion was made by Comm Bubela, seconded by Comm. Belicek, to approve the Memorandum of Understanding between Jackson County and Gulf Bend Center regarding Mental Health Deputy Program and authorize the County Judge to sign. Motion carried.

Clerk's Note: A copy of the Memorandum of Understanding on file among exhibits of Commissioners' Court.

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**Consider out of state travel for Jeremy Crull on September 9-13, 2019 to attend Oxygen Cell Phone Forensics software training in Fort Lauderdale, Florida, and take any necessary action.**

A motion was made by Comm Belicek, seconded by Comm. Karl, to approve out of state travel for Jeremy Crull on September 9-13, 2019 to attend Oxygen Cell Phone Forensics software training in Fort Lauderdale, Florida. Motion carried.

**Consider Treasurer's Report (prior month), and take any necessary action.**

Mary Horton, Treasurer, submitted the Treasurer's Report to the Court.

A motion was made by Comm. Belicek, and seconded Comm. Bubela, to approve Treasurer's Report. Motion carried.

Clerk's Note: A copy of report on file among exhibits of Commissioners' Court.

**Consider Payment of County and Precinct bills, payroll and court orders.**

It was noted that there was one court order to Kresta's Boats & Motors in the amount of \$2,750.00.

A motion was made by Comm. Bubela, seconded by Comm. Hunt, to pay the County and Precinct bills and court order. Motion carried.

Clerk's Note: A copy of court order on file among exhibits of Commissioners' Court.

**Consider payroll changes, if any, and take any necessary action.**

A motion was made by Comm. Bubela, seconded by Comm. Karl to approve the payroll changes. Motion carried.

Payroll changes as follows:

**COMMISSIONERS'  
COURT  
PAYROLL  
CHANGES  
August 27, 2019**

<u>NAME</u>	<u>DEPARTMENT</u>	<u>TYPE OF CHANGE</u>	<u>HOURLY FROM:</u>	<u>HOURLY TO:</u>	<u>EFFECTIVE DATE</u>
Rodriguez, Erin	County Clerk	Length of service increase	\$15.750	\$16.750	08/24/2019
Whitley, Janet	County Clerk	Length of service increase	\$19.055	\$19.700	08/24/2019
Luera, Michael	Transfer Station	Length of service increase	\$17.510	\$18.738	08/24/2019

**Receive various county reports, news and information.**

Maria Mejia and Sarita De La Garza both attended the Election Law Seminar for County Election Officials. Monica Foster, Lupe Lopez and Bishene Bubela completed Security Awareness Training for the Texas Secretary of State.

**Budget Workshop with elected official and department heads, and take any necessary action.**

No discussion was needed.

**ADJOURNMENT**


A motion was made by Comm. Belicek, seconded by Comm. Bubela to adjourn at 10:27 a.m.

Meeting **ADJOURNED.**

**APPROVED** this the 24<sup>th</sup> day of September, 2019.

  
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Jill Sklar  
County Judge

ATTEST:

  
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Katherine R. Brooks, County Clerk  
And Ex-Officio Clerk of the Commissioners'  
Court of Jackson County, Texas

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