

**REGULAR TERM  
REGULAR SESSION  
JULY 23, 2024**

On this the 23<sup>rd</sup> day of July, 2024, 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
Glenn Martin	Comm. Pct. #3
Dennis Karl	Comm. Pct. #4
Katherine Respondek	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 Commissioners' Court on non-agenda items. The Court may not comment nor deliberate on non-agenda items. (Presentations should be limited to (5) minutes)**

Donnell Cole, Geraldine Lara and Judy Rodriguez were present in court to discuss Democratic Early Voting Poll Worker pay from the Primary Election.

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

The minutes from July 9-10, 2024 were submitted.

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

**Consider budget amendments, line-item transfers and revenue certification for FY2024 Budget, and take any necessary action.**

A motion was made by Comm. Bubela, and seconded by Comm. Hunt, to approve the budget amendments, line-item transfers and revenue certification for the FY2024 Budget. Motion carried.

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

**Consider approval of Navidad River Estates Subdivision, and take any necessary action.**

A motion was made by Comm. Bubela, and seconded by Judge Sklar, to approve the Navidad River Estates Subdivision contingent upon the posting of a bond. Motion carried.

**Receive update on GCRPC SERI grant pertaining to Jackson County OEM communications grant as well as update on communications project.**

Kurt Janica was present in Commissioners' Court to give update on the GCRPC SERI grant pertaining to Jackson County OEM communications grant as well as update on communications project.

No action taken.

**Consider the purchase and installation of a 48V Battery Backup for communication radios at the FM 3131 tower in the amount of \$5,087.27 from Texas Communications, and take any necessary action.**

A motion was made by Comm. Bubela, and seconded by Comm. Hunt, to approve the purchase and installation of a 48V Battery Backup for communication radios at the FM 3131 tower in the amount of \$5,087.27 from Texas Communications with funds to come out of ARPA funds. Motion carried.

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

July 23, 2024

**Consider approval of 2024-2025 benefits plan for TAC Health Employees Benefits Pool, and take any necessary action.**

A motion was made by Judge Sklar, and seconded by Comm. Karl, to approve the 2024-2025 benefits plan for TAC Health Employees Benefits Pool with no change to the health insurance but change to alternant dental plan, appoint Tracy Burttschell as the Healthy County Coordinator as well as re-enroll in incentive program for reimbursements of co-pay for annual physicals. Motion carried.

**Consider Texas County and District Retirement System (TCDRS) plan provision for Plan Year 2025, and take any necessary action.**

A motion was made by Judge Sklar, and seconded by Comm. Martin, to approve the Texas County and District Retirement System (TCDRS) plan provision for Plan Year 2025 with a 3% CPI based increase. Motion carried.

**Consider Bloodborne Pathogens plan, and take any necessary action.**

A motion was made by Comm. Bubela and seconded by Comm. Karl to approve the Bloodborne Pathogens plan with no changes made to previous plan. Motion carried.

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

**Consider rental agreement with Jackson County Chamber of Commerce and Agriculture for office space in the old Jail located at 116 W. Cypress Street, Edna, Texas, and take any necessary action.**

A motion was made by Comm. Martin, and seconded by Comm. Hunt to approve the rental agreement with Jackson County Chamber of Commerce and Agriculture for office space in the old Jail located at 116 W. Cypress Street, Edna, Texas. Motion carried.

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

**Consider quote from Oak and Clay for interior design service for cosmetic facelift for Jackson County Services Building, and take any necessary action.**

A motion was made by Comm. Bubela, and seconded by Comm. Martin to approve the quote in the amount of \$450 from Oak and Clay for interior design service for cosmetic facelift for Jackson County Services Building Motion carried.

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

**Consider quotes from Stanley Cleaners for the cleaning of the air ducts at the County Courthouse, Services Building and Justice of the Peace #2, and take any necessary action.**

A motion was made by Judge Sklar, and seconded by Comm. Bubela, to approve quote from Stanley Cleaners in a total amount of \$35,630.00 with payment to come out of ARPA funds, for the cleaning of the air ducts at the County Courthouse, Services Building and Justice of the Peace #2. Motion carried.

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

**Consider approval of Texas Water Development Board (TWDB) Contract No. 2200012788 with TWDB and Jackson County, and take any necessary action.**

A motion was made by Judge Sklar, and seconded by Comm. Karl, to approve the Texas Water Development Board (TWDB) Contract No. 2200012788 with TWDB and Jackson County. Motion carried.

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

**Consider Agreement with Scheibe Engineering, LLC for Engineering Services for Cox and Keller Creek Drainage Master Plan, Jackson County, Texas, and take any necessary action.**

A motion was made by Comm. Karl, and seconded by Comm. Martin, to approve the Agreement with Scheibe Engineering, LLC for Engineering Services for Cox and Keller Creek Drainage Master Plan in Jackson County, Texas. Motion carried.

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

**Reconsider vote to increase current jailer's salary using LE SB22 funds and consider increasing each current full-time jailer's hourly pay to an amount equal to or approximately \$1500.00 for FY 2024 and paid prior to September 30, 2024, and take any necessary action.**

A motion was made by Comm. Bubela, and seconded by Comm. Hunt, to approve the increase to current full-time jailer's salary using LE SB22 funds by increasing each current full-time jailer's hourly pay to an amount equal to or approximately \$1500.00 each for FY 2024 and to be paid prior to September 30, 2024. Motion carried.

**Consider an equal increase in each current assistant district attorney's salary using the remainder of the Rural Prosecutor's SB 22 funds for FY 2024 to be paid out prior to Sept. 30, 2024, and take any necessary action.**

A motion was made by Comm. Martin, and seconded by Comm. Karl, to approve an equal increase in each current assistant district attorney's salary using the remainder of the Rural Prosecutor's SB 22 funds for FY 2024 and to be paid out prior to Sept. 30, 2024. Motion carried.

**Consider a mandatory and voluntary payout of addition time and comp time for employees, and take any necessary action.**

A motion was made by Judge Sklar, and seconded by Comm. Bubela, to approve a mandatory payout of additional time and mandatory payout of comp time for employees with 80 hours or more at the discretion of the department head and a voluntary payout of comp time for employees with 10 to 80 hours to be requested by August 1, 2024 and to be paid on the August 9th payroll with funds to come out of ARPA funds. Motion carried.

**Consider agreement with ACT for Tax Collection Software, and take any necessary action.**

A motion was made by Judge Sklar, and seconded by Comm. Karl, to table agenda item. Motion carried.

**Receive unaudited Financial Statements as of and for the period ending June 30, 2024.**

A motion was made by Judge Sklar, and seconded by Comm. Martin, to receive unaudited Financial Statements as of and for the period ending June 30, 2024. Motion carried.  
Clerk's Note: A copy of the statements on file among exhibits of Commissioners' Court.

**Consider Treasurers' Report for month of June, and take any necessary action.**

Mary Horton, Treasurer, submitted the Treasurer's Report for the month of June to the Court.

A motion was made by Comm. Martin, and seconded by Comm. Karl, to approve the Treasurer's report. Motion carried.

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

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

It was noted that there were two court orders.

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

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

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

**COMMISSIONERS'  
COURT  
PAYROLL  
CHANGES  
July 23, 2024**

<u>NAME</u>	<u>DEPARTMENT</u>	<u>TYPE OF CHANGE</u>	<u>HOURLY FROM:</u>	<u>HOURLY TO:</u>	<u>EFFECTIVE DATE</u>
Hudson, Jaelyn	County Clerk	Re-eval of position	\$20.36	\$20.76	07/20/2024
Gonzalez, Alecia	District Clerk	Re-eval of position	\$19.00	\$19.75	07/20/2024
Hamilton, Angela	District Clerk	Re-eval of position	\$19.00	\$19.75	07/20/2024
Jones, Jessica	Sheriff	Part time	\$0.00	\$21.00	07/16/2024
Jones, Jessica	Sheriff	Full time	\$21.00	\$21.00	07/21/2024

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

Cyber Security Training due by August 31, 2024.

Wayne Bubela received continuing education certificate.

There was a request for the County to have a float in the Veterans Parade on November 2, 2024.

Appointment set on July 24, 2024 at 1pm for shutters for the Courthouse Building.

FEMA center location to be opened in Jackson County for citizens affected by the hurricane.

**Budget Workshop**

Jackson County County Wide Drainage District

*Court recessed at 10:32 a.m.*

*Court reconvened at 10:45 a.m. with full Court present.*

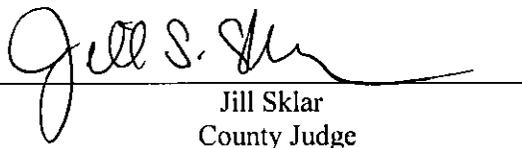
Commissioner Budget Discussion

**ADJOURNMENT**

A motion was made by Comm. Bubela, seconded by Comm. Hunt to adjourn at 11:36 a.m.

Meeting **ADJOURNED**

**APPROVED** this the 13<sup>th</sup> day of August 2024.

  
\_\_\_\_\_  
Jill Sklar  
County Judge

ATTEST:

  
\_\_\_\_\_  
Katherine M. Respondek, County Clerk  
And Ex-Officio Clerk of the Commissioners'  
Court of Jackson County, Texas

July 23, 2024