

COMMISSIONERS COURT MINUTES  
CALDWELL COUNTY  
Special Meeting August 6, 2012



TOM D. BONN County Judge  
CAROL HOLCOMB County Clerk

JOHN P. CYRIER Commissioner Pct. 1  
FRED F. BUCHHOLTZ Commissioner Pct. 2  
NETO MADRIGAL Commissioner Pct. 3  
JOE IVAN ROLAND Commissioner Pct. 4

**Call Meeting to order.**  
**All Commissioners Present**

**08.06.01 Invocation-** Caldwell County Christian Ministries.  
Commissioner Buchholtz opened the meeting with prayer.

**08.06.02 Pledge of Allegiance to the Flags.** (Texas Pledge: Honor the Texas flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible).  
Judge Bonn led all present in the Pledge to both Flags.

**08.06.03 Announcements:**

1. Recommended Motions on Agenda – Ron Heggemeier  
County Administrator Ron Heggemeier explained that the Motions were not a recommended decision they were recommended motions when a decision was made.
2. Noon Recess: 12:00 pm – 1:30 pm

**08.06.04 Citizens' Comments:** At this time any person may speak to Commissioners Court if they have filled out a Caldwell County Commissioners Court Participation Form. Comments will be limited to four (4) minutes per person. No action will be taken on these items and no discussion will be had between the speaker(s) and members of the Court. The Court does retain the right to correct factual inaccuracies made by the speakers. (If longer than 30 minutes, then the balance of comments will continue as the last agenda item of the day).

District Clerk Tina Morgan spoke about the Salary Survey Plan being discussed. She feels that it is not consistent across the board. Kathy Sellers is concerned with the Counties and the Cities used for the Salary Survey. She would like to see the counties that compare with like populations and tax base. Larry Roberson speaks about changes and the job duties and performance of the Auditors position. Susan Modrall speaks on the population ranges and income ranges that were used for the Salary Survey. County Treasurer Lori Rangel-Pompa asks the court to consider using the same salary survey for the Elected Officials as the Non-Elected employees. This would be with the surrounding counties. Chief Deputy David Brent thanked those who have worked on the Salary Survey. He explained that the majority of employees that left the County after training, went to surrounding areas and on behalf of the Sheriff Office, he spoke in support of the Salary Survey Plan. Nova Vela thanked court for work on the plan to increase the wages. Also that she was grateful to have a job. County Tax-Assessor Debra French spoke about the Salary Survey and had concerns about the job descriptions and the job duties of each office being different. There are many parameters that should be considered. She thanks the Court for having the opportunity to have a voice in court.

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Linda Hinkle speaks about the residents that may not be able to sell their land or make improvements due to changes in the Caldwell County Subdivision Rules and Regulations, due to changes that were made. She requests help in decisions and quicker responses when decisions are to be made. Rhoda Chavira thanks the Court for allowing the employees to have a voice concerning the salaries. Kathy Haigler asks the Court to consider giving raises to the employees making the least amounts now and then proceed up the scale.

**08.06.05 Commissioners Court Minutes** – Approval of July 23, 2012 Minutes.

Motion made by Commissioner Buchholtz, second by Commissioner Roland to approve the minutes for July 23, 2012. Commissioners Buchholtz, Madrigal and Roland Voting “Aye”. Commissioner Cyrier and Judge Bonn abstaining.

**08.06.06 Consent Agenda.** (Any member of the Court may request that an item within the Consent Agenda be moved to the Regular Agenda for further discussion and action).  
None

At this time, Commissioner Roland has requested for 08.06.19 to be heard at this time.

**08.06.19 Discussion/Action** concerning approval of an Order authorizing the filing of a Final Plat (Short Form Procedure) for Legends Subdivision (Dorothy Benton Survey A-40).

Kasi Miles explained the filing being discussed. Motion made by Commissioner Roland, second by Commissioner Buchholtz to approve the filing of a Final Plat (Short Form Procedure) for Legends Subdivision. All Voting “Aye”

**08.06.07 County Administrator Report/Presentation.**

Sales Tax Report.

County Administrator Ron Heggemeier presented the updated Sales Tax Report.

**08.06.08 Special Presentations.** None

**(ALL OTHER AGENDA ITEMS)**

**08.06.09 Discussion/Action** concerning adoption of the employee (non-elected) salary survey as the Caldwell County Employee (Non-Elected) Salary Plan (the “Employee Salary Plan”).

Human Resource Director Deborah Kortan explains when the Salary Survey Plan was started and the complexity of how the information has been collected and that it is only step 1.

**Motion 1:** Motion made by Commissioner Buchholtz, second by Commissioner Cyrier to adopt the salary survey prepared by Deborah Kortan, Human Resources Director, as the 2012 Caldwell County Employee (Non-Elected) Salary Plan and to incorporate said survey into and as the 2012 Employee Salary Plan, with Commissioner’s Court having the right to change the criteria used in updating future surveys.

Commissioner Roland does not have a problem with the increase on the salary survey for the lower paid employees, but does with the higher end of the survey. Commissioner Madrigal speaks in favor of increases for the employees that are under \$30,000. Commissioner Cyrier adds that the County is changing and there will be difficult decisions to make. Roll Call Vote: Commissioner Cyrier-Yes, Commissioner Buchholtz-Yes, Commissioner Madrigal-No, Commissioner Roland-No, Judge Bonn-Yes

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**Motion 2:** Motion made by Commissioner Buchholtz, second by Commissioner Cyrier that the Human Resources Director be directed to prepare step-salary adjustments for each position named in the Employee Plan and to present those recommendations and new choices of survey criteria to the Commissioners Court as soon as possible.

Roll Call Vote: Commissioner Cyrier-Yes, Commissioner Buchholtz-Yes, Commissioner Madrigal-Yes, Commissioner Roland-Yes, Judge Bonn-Yes

**Motion 3:** Motion made by Judge Bonn, second by Commissioner Buchholtz that the Human Resources Director be directed to annually report to the Commissioners Court any recommended changes to the Employee Plan that are necessitated by a change of circumstances in salaries used in development of the Employee Plan with said annual reports to begin in March of 2013. Roll Call Vote: Commissioner Cyrier-Yes, Commissioner Buchholtz-Yes, Commissioner Madrigal-Yes, Commissioner Roland-Yes, Judge Bonn-Yes.

**08.06.10 Discussion/Action concerning adopting a 5 year plan for implementation of the Employee Salary Plan with each employee position named to receive 20% of the difference between their current salary (shown in the Employee Salary Plan) and the average salary (shown in the Employee Salary Plan) each year for the next 5 years starting with the 2012-2013 budget for the fiscal year.**

Motion made by Commissioner Buchholtz, second by Commissioner Cyrier, based on an unguaranteed 5 year plan, to approve the 20% salary increase for 2012-2013 fiscal year for all non-elected County employees based upon their positions on the 2012 Employee Survey Plan and the 20% increase should be 20% of the difference between their current salary and average salary shown on the 2012 Employee Salary Survey.

Roll Call Vote: Commissioner Cyrier-Yes, Commissioner Buchholtz-Yes, Commissioner Madrigal-Yes, Commissioner Roland-No, Judge Bonn-Yes

**08.06.11 Discussion/Action concerning modification of the 20% raise to be given for the 2012-2013 fiscal year with said modification to reflect the anticipated \$2,000.00 raise shown in the proposed budget.**

Motion made by Commissioner Cyrier, second by Commissioner Madrigal move that the raise to be given to non-elected County employees for 2012-2013 fiscal year be that amount which represents 20% of the difference between the employees current salary and the average shown under the Employee Salary Plan or \$2,000.00, whichever is greater, so long as the employee's current salary does not already exceed the average shown under the Employee Salary Plan.

Roll Call Vote: Commissioner Cyrier-Yes, Commissioner Buchholtz-Yes, Commissioner Madrigal-Yes, Commissioner Roland-Yes, Judge Bonn-Yes. Commissioner Buchholtz adds that if the employees want to thank anyone for the raise, it is the citizens of Caldwell County.

**RECESS: 10:30 a.m.**

**RECONVENE: 10:40 a.m.**

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**08.06.12 Discussion/Action** concerning adoption of the County elected and precinct officials' salary survey as the Caldwell County Elected Officials Salary Plan ("Elected Officials Salary Plan").

Human Resource Director Deborah Kortan gives the Court two (2) handouts. One (plan "A") is set by the 36 Counties (within the same population). The second referred to as Plan "B" is formatted the same as the staff survey using the same Counties.

**Motion 1:** Motion by Commissioner Buchholtz, second by Commissioner Cyrier to adopt the salary survey plan, comparing Caldwell County elected officials' salaries to 35 other Texas counties having population between 25,000 and 50,000 as prepared by Deborah Kortan, Human Resource Director, as the 2012 Caldwell County Elected Officials Salary Plan and to incorporate this population based salary plan into and as the 2012 Elected Officials Salary Plan. Roll Call Vote: Commissioner Cyrier-Yes, Commissioner Buchholtz-Yes, Commissioner Madrigal-Yes, Commissioner Roland-Yes, Judge Bonn-Yes.

**Motion 2:** Motion made by Commissioner Buchholtz, second by Commissioner Roland that the Human Resources Director be directed to prepare step salary adjustments for each elected position named in the Elected Officials Salary Plan and to present those recommendations to the Commissioners Court as soon as possible. Roll Call Vote: Commissioner Cyrier-Yes, Commissioner Buchholtz-Yes, Commissioner Madrigal-Yes, Commissioner Roland-Yes, Judge Bonn-Yes.

**Motion 3:** Motion made by Commissioner Cyrier, second by Commissioner Buchholtz that the Human Resources Director be directed to annually report to the Commissioners Court any recommended changes to the Elected Officials Salary Plan that are necessitated by a change of circumstances in salaries used in development of the Elected Officials Salary Plan with said annual reports beginning in March of 2013. Roll Call Vote: Commissioner Cyrier-Yes, Commissioner Buchholtz-Yes, Commissioner Madrigal-Yes, Commissioner Roland-Yes, Judge Bonn-Yes.

**08.06.13 Discussion/Action** concerning adopting a 5 year plan for implementation of the Elected Officials Salary Plan with each elected position named to receive 20% of the difference between their current salary (shown in the Elected Officials Salary Plan) and the average salary (shown in the Elected Officials Salary Plan) each year for the next 5 years starting with the 2012-2013 budget for the fiscal year.

**Motion:** Motion made by Commissioner Buchholtz, second by Commissioner Cyrier that based on an unguaranteed five year plan, I move that we approve a 20% salary increase for 2012-2013 fiscal year for all elected County employees based upon their position in the 2012 Elected Officials Salary Plan and the 20% increase shall be the 20% difference between their current salary and the average salary shown in the 2012 Elected Officials Salary Plan. Roll Call Vote: Commissioner Cyrier-Yes, Commissioner Buchholtz-Yes, Commissioner Madrigal-Yes, Commissioner Roland-Yes, Judge Bonn-Yes.

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**08.06.14 Discussion/Action concerning adoption of Order setting the elected County and Precinct Officers' salaries.**

**Motion:** Motion made by Commissioner Cyrier second by Commissioner Buchholtz to adopt the Order dated August 6<sup>th</sup>, 2012 which sets forth the elected County and Precinct officers salaries and benefits and direct that a notice be sent to all elected County and Precinct officials pursuant to Section 152.013 of the Local Government Code. Roll Call Vote: Commissioner Cyrier-Yes, Commissioner Buchholtz-Yes, Commissioner Madrigal-Yes, Commissioner Roland-Yes, Judge Bonn-Yes.

**Note:** If the population based salary survey is adopted then the amount set forth in the Order is the amount for each official that was last set forth in the Lockhart and Luling newspapers.

**08.06.15 Discussion/Action concerning proposed tax rate of \$0.6908 per \$100 of assessed valuation for fiscal year 2012-2013. Following the discussion a roll call vote must be taken on a proposed tax rate of \$0.6908 per \$100 of assessed valuation.**  
Motion made by Judge Bonn, second by Commissioner Cyrier to adopt proposed tax rate of \$0.6908 per \$100 of assessed valuation for fiscal year 2012-2013. Roll Call Vote: Commissioner Cyrier-Yes, Commissioner Buchholtz-Yes, Commissioner Madrigal-Yes, Commissioner Roland-Yes, Judge Bonn-Yes.

**Recommended Motion:** Move that two (2) public hearings be held on the proposed tax rate and that the hearings are held as follows:

**Motion made by Judge Bonn, second by Commissioner Roland to have the First public hearing:** 9:15 a.m. on August 20<sup>th</sup>, 2012 at the Scott Annex, 1403 Blackjack Street, Lockhart, Texas. And the **Second public hearing:** at 9:15 a.m. on August 27<sup>th</sup>, 2012 at the Scott Annex, 1403 Blackjack Street, Lockhart, Texas. Roll Call Vote: Commissioner Cyrier-Yes, Commissioner Buchholtz-Yes, Commissioner Madrigal-Yes, Commissioner Roland-Yes, Judge Bonn-Yes

Judge Bonn also announced that on **August 30<sup>th</sup>, 2012 a special meeting will be held** starting at **9:00 a.m. at the Scott Annex**, 1403 Blackjack, Lockhart, Texas to consider adoption of the budget and adoption of an Order setting the tax rate for fiscal year 2012-2013.


**08.06.16 Discussion/Action concerning receipt of District Court Judge's Order setting the County Auditor's salary, travel expenses, and other allowances and the number of Auditor Assistants and their salaries and benefits.**

**Motion:** Motion made by Commissioner Buchholtz second by Commissioner Cyrier to cause the District Court Judge's Order to be recorded in the minutes of the Caldwell County Commissioners Court. All Voting "Aye"

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- 08.06.17 Discussion/Action** to set 2013 Sheriffs' and Constables' Fees to take effect on January 1, 2013. **Cost:** None; **Speaker:** Judge Bonn; **Backup:** 2.  
Motion by Commissioner Cyrier, second by Commissioner Madrigal to table this item for agenda no later than September 24, 2012. All Voting "Aye"
- 08.06.18 Discussion/Action** concerning approval of the use of \$12,600.00 from the 2010 G.O. Bond proceeds for additional masonry work on the County Jail Museum and approving a change order with the general contractor for the same.  
Motion made by Commissioner Cyrier, second by Commissioner Buchholtz to approve the use of \$12,600.00 from the 2010 G.O. Bond proceeds for additional masonry work on the County Jail Museum and approving a change order with the general contractor for the same. All Voting "Aye"
- 08.06.20 Pay Bills - \$44,239.75**  
Motion made by Commissioner Cyrier, second by Commissioner Roland to pay the bills in the amount of \$44,239.75. All Voting "Aye"
- 08.06.21 Adjournment**  
Motion made by Commissioner Madrigal, second by Commissioner Buchholtz to Adjourn. All Voting "Aye"

  
TOM D. BONN, County Judge