THE STATE OF TEXAS \* COMMISSIONERS COURT

COUNTY OF KENEDY \* OF KENEDY COUNTY, TEXAS

On the 11th day of October, 2022, at 9:00 o'clock a.m., a regular meeting of the Commissioners Court of Kenedy County, Texas, was held in the Kenedy County Courthouse.

**Commissioners Present:**

Judge Charles Burns

Commissioner Joe Recio, Precinct 1

Commissioner Israel Vela, Jr., Precinct 2

Commissioner Sarita Armstrong-Hixon, Precinct 3

Commissioner Gumecinda “Cindy” Gonzales, Precinct 4

**Also Present**:

Allison Strauss, County Attorney

Cynthia Salinas, County Treasurer

Veronica Vela, District/County Clerk

Irma Longoria, Tax Assessor/Collector

Leo Villarreal, Administrative Assistant

JP Patti Fain

JP Jana Norrell

JP Cecelia Schulz

Tom Denney, Chief Appraiser

Capt. Eddie Cruz

Javier Zambrano, Grant Works

John Loera, Ardurra

Hector Castaneda, Ardurra

Sandra Maltby, Maltby Builders

Caleb Maltby, Maltby Builders

Daniel Almeida, Chemtex Water & Sewer

Frank Escobedo, Extension Office

Amanda Ortega, Extension Office

Jana Osbourne, Extension Office Regional Director

Andy Garza, Kenedy County GCD

William Dieterle

**Absent**:

Sheriff Ramon Salinas

JP Jerry Miller

1. **Call Meeting to Order**

Judge Charles E. Burns called the meeting to order at 9:00 a.m.

1. **Pledge of Allegiance**.

Judge Charles E. Burns led the Commissioners Court and those present in the Pledge of Allegiance.

1. **Receive Public Comments**.

No public comments were made.

1. **Discuss & Act on the Regular Minutes of September 12th, 2022 and Special Meetings of September 8th, 2022, and September 27th, 2022**.

Judge Charles E. Burns presented the Commissioners Court Minutes of the regular September 12, 2022 and the special September 8, 2022 and September 27, 2022 meetings.

Commissioner Sarita Armstrong-Hixon moved and Commissioner Gumecinda “Cindy” Gonzales seconded the motion; the motion was unanimously passed that the minutes of the regular September 12, 2022 and the special September 8, 2022 and September 27, 2022 be accepted as presented.

1. **Receive an Extension Representative Regarding Amanda Ortega, an Incoming Assistant Extension Agent With Family & Community Health Duties**.

Frank Escobedo introduced Amanda Ortega, the incoming Assistant Extension Agent with Family & Community Health Duties, to the Commissioners Court and stated that the State of Texas will be funding her position. The position will focus on family, health, and community.

Jana Osbourne addressed the Commissioners Court and informed them that she is the Regional Program Director of the Family & Community Health Duties and that they usually have two training positions per district; that Kenedy County was selected for the Extension Representative because of Kenedy County’s great staff. Amanda Ortega also addressed the Commissioners Court stating that she was looking forward to be working with Kenedy County.

This being a report only, no vote was needed and none was taken.

1. **Discuss & Act on Treasurer’s Monthly Report and Transfers**.

Cynthia Salinas, County Treasurer, presented the Treasurer's Monthly Report and Transfers for the month ending September 30, 2022 and that the County had borrowed $180,000.00 from the Road & Bridge Fund which will be reimbursed by the State.

Commissioner Gumecinda “Cindy” Gonzales moved and Commissioner Joe Recio seconded the motion; the motion was unanimously passed that the Treasurer's Monthly Report and Transfers ending September 30, 2022, and the $180,000.00 regarding the Road & Bridge Fund be accepted as presented.

1. **Discuss & Act on the Sheriff’s Monthly Report**.

Deputy Eddie Cruz presented the Sheriff’s monthly report to the Commissioners Court for the month ending September 30, 2022 and the Chapter 59 Funds monthly report. Deputy Cruz addressed the criminal mischief charges which constitute a vehicle carrying illegals crashing through a private ranch fence and the landowner being informed the day the incident occurred with instructions to contact the Attorney General’s Office. Further, the illegal traffic is shifting west to Del Rio.

Commissioner Gumecinda “Cindy” Gonzales moved and Commissioner Joe Recio seconded the motion; the motion was unanimously passed that the Sheriff’s Monthly Report and Chapter 59 Funds report be accepted as presented.

1. **Discuss & Act on Fire Chief’s Monthly Report**.

Jose E. Mendietta, Fire Chief, presented the Fire District’s monthly report to the Commissioners Court for the month ending September 30, 2022.

Commissioner Sarita Armstrong-Hixon moved and Commissioner Gumecinda “Cindy” Gonzales seconded the motion; the motion was unanimously passed that the Fire Chief’s monthly report be accepted as presented.

1. **Discuss & Act on the Maintenance Department Monthly Report**.

Commissioner Joe Recio presented the Maintenance Department’s monthly report from September 9, 2022 to October 7, 2022; stated that the generators were tested during the National Night Out and that two employees had been injured in separate events but both are doing well.

Commissioner Sarita Armstrong-Hixon moved and Commissioner Israel Vela, Jr. seconded the motion; the motion was unanimously passed that the Maintenance Department’s monthly report be accepted as presented.

1. **Receive Daniel Almeida and Act on the Sewer & Water System Monthly Report**.

Daniel Almeida presented the Commissioners Court with the Sewer & Water System monthly report.

Commissioner Sarita Armstrong-Hixon moved and Commissioner Israel Vela, Jr. seconded the motion; the motion was unanimously passed that the Sewer & Water System monthly report be accepted as presented.

1. **Receive Javier Zambrano with GrantWorks Monthly Reports Regarding Compliance with the Colonia Grant #7219075 and the Community Development Grant #7219220, and Act If Necessary**.

Javier Zambrano with GrantWorks presented the Commissioners Court with GrantWorks monthly reports regarding compliance of Colonia Grant #7219075 and Community Development Grant #7219220. He stated that on September 28, 2022, the electrician had shown up for work and his report should be received by the end of October or the beginning of November 2022 and that TEA had added a year to the grant to be completed by September 2023.

Commissioner Sarita Armstrong-Hixon moved and Commissioner Gumecinda “Cindy” Gonzales seconded the motion; the motion was unanimously passed that the report be accepted as presented.

1. **Receive Report on the Construction Progress Regarding the Justice of the Peace Building/Hurricane Shelter**.

Judge Charles E. Burns, Sandra Maltby and Caleb Maltby reported to the Commissioners Court the status of the construction regarding the Justice of the Peace Building/Hurricane Shelter, particularly that: 1) all structural steel inspections have passed; 2) the roofing material was now being loaded and will begin installing it this afternoon; 3) they are working on duct chases for the HVAC duct work; 4) will start framing walls this afternoon; 5) have been working on water proofing the building; 6) the spraying foam will be started ; and 7) will get with the Commissioners Court and JPs for verification of placement of all electrical connections .

Commissioner Sarita Armstrong-Hixon moved and Commissioner Israel Vela, Jr. seconded the motion; the motion was unanimously passed that the report be accepted as presented.

1. **Receive John Loera with Ardurra Engineering and Act on a Change Order Regarding the CTIF Grant**.

John Loera with Ardurra Engineering presented the Commissioners Court with a Change Order regarding the CTIF Grant, provided location maps and stated that several items were deducted because they were not performed in the field. Judge Burns stated that the road crew had gone over half a block with this project.

Commissioner Gumecinda “Cindy” Gonzales moved and Commissioner Sarita Armstrong-Hixon seconded the motion; the motion was unanimously passed that CTIF Grant Change Order be approved as presented.

1. **Discuss & Act on Employing Stephanie Garza, the New Appointed Elections Administrator, as the Kenedy County Elections Administrator**.

Judge Charles E. Burns informed the Commissioners Court of the need to hire Stephanie Garza, the new appointed Elections Administrator effective January 1, 2023, as the Kenedy County Elections Administrator.

Commissioner Gumecinda “Cindy” Gonzales moved and Commissioner Joe Recio seconded the motion; the motion was unanimously passed that Stephanie Garza is hired as Elections Administrator effective January 1, 2023.

1. **Consent Agenda:**
2. **Approve Travel, Registration, Lodging, and Meal Expenses for Joey Salazar to Attend the V.G.Y. Seminar Newly Elected County Judges and Commissioners at College Station, Texas on January 10 - 13, 2023. ($1,463.84 within budget)**

**(B) Approve Travel, Registration, Lodging, and Meal Expenses for Stephanie**

**Garza to Attend the Texas Association of Elections Administrators Mid-**

**Winter Conference in San Antonio, Tx on January 2- 6, 2023. ($1,482.42**

**within budget)**

**(C) Approve Travel Expenses for Irma Longoria, Norma Zavala, and Linda**

**Anderson to Attend the 40th Annual V.G. Young School Conference in**

**Galveston, Tx on November 28th – December 1st, 2022. ($3,267.65 within**

**budget)**

**(D) Approve Travel Expenses for Allison Strauss to Attend Elected Prosecutor**

**Conference in Horseshoe Bay, Tx on November 29- December 2, 2022.**

**($1,333.52 within budget)**

**(E) Approve Travel Expenses for Tammy Mendez to Attend Key Personnel &**

**Victim Assistance Coordinator Conference in San Antonio, Tx on November**

**2-4, 2022. ($1,042.04 within budget)**

**(F) Approve Travel Expenses for Kirsten Mendez to Attend Key Personnel &**

**Victim Assistance Coordinator Conference in San Antonio, Tx on November**

**2-4, 2022. ($752.50 within budget)**

Judge Charles E. Burns informed the Commissioners Court of the need of the following employees and Elected Officials to attend the following conferences/seminars:

1. Joey Salazar to attend the V.G.Y. seminar for newly elected County Judges and Commissioners at College Station, Texas on January 10-13, 2023 and advance $1,463.84 for expenses, within budget.
2. Stephanie Garza to attend the Texas Association of Elections Administrators Mid-Winter Conference in San Antonio, Texas, on January 2-6, 2023, and advance $1,482.42 for expense, within budget.
3. Irma Longoria, Norma Zavala, and Linda Anderson to Attend the 40th Annual V.G. Young School Conference in Galveston, Tx on November 28th – December 1st, 2022. ($3,267.65 within budget)
4. Allison Strauss to Attend Elected Prosecutor Conference in Horseshoe Bay, Tx on November 29- December 2, 2022. ($1,333.52 within budget)
5. Tammy Mendez to Attend Key Personnel & Victim Assistance Coordinator Conference in San Antonio, Tx on November2-4, 2022. ($1,042.04 within budget)
6. Kirsten Mendez to Attend Key Personnel & Victim Assistance Coordinator Conference in San Antonio, Tx on November 2-4, 2022. ($752.50 within budget)

Commissioner Gumecinda “Cindy” Gonzales moved and Commissioner Joe Recio seconded the motion; the motion was unanimously passed that the aforementioned employees and Elected Officials are authorized to attend the respective conferences/seminars, including payment of the respective expenses to be advanced by the County, provided proper receipts be provided to the County Treasurer.

1. **Discuss & Act on Travel Reimbursement Request from Brian Birdwell for Attending Elector Training in Austin from July 31 – August 3, 2022. ($1,830.10 within budget)**

Judge Charles E. Burns informed the Commissioners Court that it was necessary to reimburse Brian Birdwell $1,830.10 in travel expenses for attending Elector Training in Austin from July 31 to August 3, 2022.

Commissioner Sarita Armstrong-Hixon moved and Commissioner Gumecinda “Cindy” Gonzales seconded the motion; the motion was unanimously passed that Brian Birdwell be reimbursed $1,830.10 for his travel expense for attending Elector Training in Austin from July 31 to August 3, 2022.

1. **Discuss & Act on a Resolution Regarding the 2023 Agriculture Grant Texans Feeding Texans: Home-Delivered Meals**.

Judge Charles E. Burns informed the Commissioners Court that the following Resolution Regarding the 2023 Agricultural Grant Texans Feeding Texans: Home-Delivered Meals be adopted by the Commissioners Court with the correction of $30,000.00.

Commissioner Gumecinda “Cindy” Gonzales moved and Commissioner Joe Recio seconded the motion; the motion was unanimously passed that the Resolution Regarding the 2023 Agricultural Grant Texans Feeding Texans: Home-Delivered Meals with the correction of $30,000.00 be adopted and signed by the Commissioners Court.

1. **Discuss & Act on Texas A&M AgriLife Extension Cooperative Agreement with Kenedy County Whose Term Will be October 1, 2022 to September 30, 2027**.

Judge Charles E. Burns informed the Commissioners Court to consider the acceptance of the Texas A&M AgriLife Extension Cooperative Agreement with Kenedy County whose term will be October 1, 2022 to September 30, 2027. Frank Escobedo informed the Commissioners Court that there were no changes from last year’s contract.

Commissioner Sarita Armstrong-Hixon moved and Commissioner Israel Vela, Jr. seconded the motion; the motion was unanimously passed that the Texas A&M AgriLife Extension Cooperative Agreement with Kenedy County whose term will be October 1, 2022 to September 30, 2027 be accepted as presented and that Judge Charles E. Burns is authorized to sign the agreement.

1. **Discuss & Act on Budget Amendment for the Tax Office, Transferring $550.00 from Budget Line Item 10-430-385 (Computer Expense) to Budget Line Item 10-400-300 (Travel/Training)**.

Judge Charles E. Burns informed the Commissioners Court that it was necessary to make a budget amendment regarding the Tax Office transferring $550.00 from Budget Line Item 10-430-385 (Computer Expense) to Budget Line Item 10-400-300 (Travel/Training).

Commissioner Gumecinda “Cindy” Gonzales moved and Commissioner Israel Vela, Jr. seconded the motion; the motion was unanimously passed that the Tax Office budget be amended by transferring $550.00 from Budget Line Item 10-430-385 (Computer Expense) to Budget Line Item 10-400-300 (Travel/Training).

1. **Discuss & Act on FY2023 Texas Indigent Defense Commission (TIDC) Formula Grant Resolution**.

Judge Charles E. Burns informed the Commissioners Court that it was necessary to adopt the FY 2023 Texas Indigent Defense Commissioner (TIDC) Formula Grant Resolution.

Commissioner Sarita Armstrong-Hixon moved and Commissioner Israel Vela, Jr. seconded the motion; the motion was unanimously passed that the FY 2023 Texas Indigent Defense Commissioner (TIDC) Formula Grant Resolution be adopted as presented.

1. **Discuss & Act on the Annual Kenedy County Rabies Clinic to be Held on Sunday, October 16, 2022, at South End of the County at the Norias Substation from 11 a.m. until 1 p.m. and in Sarita at the Ed Lopez Building from 1 p.m. until 2:30 p.m**.

Judge Charles E. Burns informed the Commissioners Court that it was necessary to authorize the annual Kenedy County Rabies Clinic to be held on Sunday, October 16, 2022, at the South end of the County at the Norias Substation from 11 a.m. until 1 p.m. and in Sarita at the Ed Lopez Building from 1 p.m. until 2:30 p.m.

Commissioner Gumecinda “Cindy” Gonzales moved and Commissioner Joe Recio seconded the motion; the motion was unanimously passed that the annual Kenedy County Rabies Clinic be held on Sunday, October 16, 2022, at the South end of the County at the Norias Substation from 11 a.m. until 1 p.m. and in Sarita at the Ed Lopez Building from 1 p.m. until 2:30 p.m.

1. **Discuss & Act on Deputizing Reserve Deputy Sheriff Matt Robinson**.

Judge Charles E. Burns informed the Commissioners Court that it was necessary to deputize Reserve Sheriff Deputy Sheriff Matt Robinson.

Commissioner Gumecinda “Cindy” Gonzales moved and Commissioner Joe Recio seconded the motion; the motion was unanimously passed that Reserve Sheriff Deputy Matt Robinson be deputized.

1. **Discuss & Act on Constable Robert Alegria’s Verizon Phone Bill in the Amount of $835.86 Submitted on October 6, 2022**.

Judge Charles E. Burns informed the Commissioners Court that former Constable Robert Alegria had requested the County to pay a Verizon phone bill in his name in the amount of $835.85 dated October 6, 2022.

Commissioner Gumecinda “Cindy” Gonzales moved and Commissioner Joe Recio seconded the motion; the motion was unanimously passed that this item be tabled.

1. **Discuss & Act on Approving Payment of the Amended Recurring Monthly Bills**.

Judge Charles E. Burns informed the Commissioners Court regarding the need to consider approving adding Absolute Waste and jury duty bills to the list of bills to be paid without prior Commissioners Court’s approval.

Commissioner Sarita Armstrong-Hixon moved and Commissioner Gumecinda “Cindy” Gonzales seconded the motion; the motion was unanimously passed that the Absolute Waste and jury duty bills be added to the list of bills to be paid without Commissioners Court prior approval.

1. **Discuss & Act on Payment of Bills**.

Judge Charles E. Burns informed the Commissioners’ Court of the need to pay the bills.

Commissioner Sarita Armstrong-Hixon moved and Commissioner Israel Vela, Jr. seconded the motion; the motion was unanimously passed that the bills be paid as presented.

1. **EXECUTIVE SESSION: TEXAS GOVERNMENT CODE, § 551.071, § 551.072, § 551.073, § 551.074 – PERSONNEL: Final Evaluation of the Applicants for Maintenance Supervisor**.

Judge Charles E. Burns, at 10:10 a.m. announced that it was necessary for the Commissioners Court to enter into an Executive Session pursuant to Personnel Matters regarding the applications for the Maintenance Supervisor position.

1. **Open Session: Discuss & Act on Items Addressed in Executive Session**.

Judge Charles E. Burns, at 11:01 a.m. announced that the Commissioners Court was now in Open Session.

Commissioner Sarita Armstrong-Hixon moved and Commissioner Gumecinda “Cindy” Gonzales seconded the motion; the motion was unanimously passed that the Maintenance Supervisor position to offered to Alfredo Ferman Garza.

1. **Adjournment**.

There being no further business to come before the Commissioners Court, Commissioner Sarita Armstrong-Hixon moved and Commissioner Gumecinda “Cindy” Gonzales seconded the motion; the motion was unanimously passed that the meeting be adjourned at 11:05 a.m.

/s/ Charles E. Burns

Charles E. Burns, County Judge

/s/ Veronica Vela

VERONICA VELA,

Clerk of Commissioners Court