

ON THIS THE 27TH DAY OF APRIL 2020, BEING THE FOURTH MONDAY OF THE MONTH, THE HONORABLE DIMMIT COUNTY COMMISSIONERS COURT CONVENED IN REGULAR SESSION, AT THE DIMMIT COUNTY COURTHOUSE "ANNEX", WITH MEMBERS PRESENT TO-WIT :



FRANCISCO G. PONCE
COUNTY JUDGE

JUAN R. CARMONA
COMMISSIONER PCT. 3



ALONSO G. CARMONA
COMMISSIONER PCT. 2

VALERIE RUBALCABA
COMMISSIONER PCT. 4

MARIO Z. GARCIA
COUNTY CLERK & EX-OFFICIO CLERK
OF COMMISSIONERS COURT

VISITORS SIGNED-IN: Chris Plaster Marko De Leon Belinda Sandoval Sonia G. Perez Alberto Esquivel Leticia Carmona Daniel Estrada
Chris Castañeda Mary Sandoval Christine Guerrero Maricela Gonzalez Daniel M. Gonzalez

OTHER VISITORS: --

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THE FOLLOWING SUBJECTS DISCUSSED, CONSIDERED, PASSED OR ADOPTED TO-WIT :

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ADMINISTRATIVE

- 1.
- 1.1 CALL MEETING TO ORDER
- 1.2 ROLL CALL
- 1.3 PLEDGE OF ALLEGIANCE AND SALUTE TO THE TEXAS FLAG
- 1.4 TESTIMONIAL OATH OF PRESENTERS

County Judge **Francisco G. Ponce** Called the Meeting to Order [10:00 AM]; County Clerk **Mario Z Garcia** conducted Roll Call of Court Members with a Quorum present and the Absence of Commissioner Pct. 1 **Mike Uriegas** so duly noted for the Record. Court Members led the Pledge of Allegiance and Salute to The Texas Flag. Presenters addressing the Court acknowledged the Testimonial Oath.

1.5 PUBLIC COMMENT

- a) **Alonso Carmona-RE:**--plans to build a canopy outside on Fire Station grounds
- b) **Juan Carmona, RE:**--proposing to install Street Light(s) at Espantosa Subdivision
- c) **Valerie Rubalcaba, RE:**--report and Citing for illegal dumping on county road(s); photos from FmRd 1556; will continue to assess Fines on violators

1.6 APPROVED: MINUTES OF REGULAR MEETING – APRIL 14, 2020

MOTION: Alonso Carmona SECOND: Valerie Rubalcaba THAT THE COMMISSIONERS COURT APPROVE :
MINUTES of Regular Meeting held on April 14, 2020 as presented . MOTION CARRIED.

PERSONNEL & POLICY

2.1 APPROVAL OF BONDS

MOTION: Alonso Carmona SECOND: Valerie Rubalcaba THAT THE COMMISSIONERS COURT APPROVE :
BOND for Constable Pct. 4-Jose Galvan, County Auditor-Carlos Pereda as presented. MOTION CARRIED.

2. PERSONNEL & POLICY, contd.

JOINT AGENDA ITEMS :

2.2 APPROVED: MONTHLY REPORT – JUSTICE OF THE PEACE PCT. 1

2.4 APPROVED: MONTHLY REPORT – JUSTICE OF THE PEACE PCT. 2

2.5 APPROVED: MONTHLY REPORT – JUSTICE OF THE PEACE PCT. 3

2.6 APPROVED: MONTHLY REPORT – JUSTICE OF THE PEACE PCT. 4

MOTION: Valerie Rubalcaba SECOND: Alonso Carmona THAT THE COMMISSIONERS COURT APPROVE :
REPORTS for Month of March 2020 from JP 1-Sonia Guerrero-Perez, JP 2-Alberto Esquivel, JP 3-Leticia Hernandez
and JP 4-Alfredo Martinez as presented . MOTION CARRIED. *attachment(s)

2.3 APPROVED: HIRING – DEPUTY COURT CLERK FOR JP 1 AND JP 2 OFFICES

[RE:--to fill vacancy; former clerk transferred to different county office]

MOTION: Valerie Rubalcaba SECOND: Alonso Carmona THAT THE COMMISSIONERS COURT APPROVE :
HIRING of a Deputy Court Clerk for JP Pct. 1 and JP Pct. 2 Offices, effective: 04/27/2020. MOTION CARRIED.

JOINT AGENDA ITEMS :

2.7 APPROVED: MONTHLY REPORT – DISTRICT CLERK

2.9 APPROVED: MONTHLY REPORT – COUNTY CLERK

MOTION: Valerie Rubalcaba SECOND: Alonso Carmona THAT THE COMMISSIONERS COURT APPROVE :
REPORTS for the Month of March 2020 from District Clerk Maricela Gonzalez and County Clerk Mario Z. Garcia
as presented . MOTION CARRIED. *attachment(s)

2.8 APPROVED: (subject to) ACH PROCESSING AGREEMENT TO ACCEPT CREDIT CARD PAYMENTS
THROUGH “CERTIFIED PAYMENTS” – DISTRICT CLERK OFFICE and COUNTY CLERK OFFICE

[RE:--District Clerk addressed court w/ joint request to consider “Certified Payments” to manage credit card
payments adding, that : 1) same costs as current vendor Forte.net and 2) is fully integrated with current case
management system: Local Government Solutions (LGS)]

MOTION: Valerie Rubalcaba SECOND: Alonso Carmona THAT THE COMMISSIONERS COURT APPROVE :
ACH Processing AGREEMENT for the District Clerk Office and the County Clerk’s Office to accept credit card
payments through “Certified Payments”...subject to Review (of Agreement) by the County Attorney and determine
compatible rates between LGS and Forte and program integrated as presented. MOTION CARRIED. *attachment

2.10 APPROVED: (subject to) RENEWAL OF XEROX LEASE AGREEMENT – COUNTY CLERK’S OFFICE

MOTION: Valerie Rubalcaba SECOND: Alonso Carmona THAT THE COMMISSIONERS COURT APPROVE :
Xerox CONTRACT Lease Agreement for one (1) Copier (Model C8045H, \$191.48 per month) for the County Clerk’s
Office...subject to Review (of Contract) by the Count Attorney as presented. MOTION CARRIED. *attachment

2.11 APPROVED: MONTHLY REPORT(S) – COUNTY COMMISSIONERS

MOTION: Valerie Rubalcaba SECOND: Alonso Carmona THAT THE COMMISSIONERS COURT APPROVE :
Road & Bridge REPORT for Month of March 2020 from Commissioners Pct. 1-Mike Uriegas, Pct. 2-Alonso Carmona
Pct. 3-Juan Carmona and Pct. 4-Valerie Rubalcaba as presented . MOTION CARRIED. *attachments

2.12 APPROVED: STATUS CHANGE – ROAD & BRIDGE PCT. 4 EMPLOYEE

MOTION: Juan Carmona SECOND: Alonso Carmona THAT THE COMMISSIONERS COURT APPROVE :
Move/change R&B Pct. 4 Employee from Part-Time to Full-Time status, effective: 04/14,2020. MOTION CARRIED

2. PERSONNEL & POLICY, contd.,

2.13 APPROVED: RESTROOM – COUNTY PARK IN CATARINA, TX

[RE:--Commissioner Rubalcaba explained this project will have dual-purpose; for R&B employees working in this area to utilize as well]

MOTION: Valerie Rubalcaba SECOND: Alonso Carmona THAT THE COMMISSIONERS COURT APPROVE :
Road & Bridge Pct. 4 to build/construct a Public Restroom on the grounds of the County Park in Catarina, TX
as presented .

NOTED:--a county fund expenditure

MOTION CARRIED.

2.14 NON-ACTION ITEM : CLARIFICATION ON THE USE OF COUNTY VEHICLES

[RE:--Daniel M. Gonzalez-County Attorney w/recap of purpose(s) for using county vehicles (Policy Approved: 08/12/2019) and observations of a "Birthday Parade", a new trend created due to the STAY HOME precautions to evade the Coronavirus epidemic , i.e., participants drove thru city streets accompanied by Sheriff Dept. patrol cars including a County Fire Truck. Sheriff Dept. and Fire Chief were advised and acknowledged the misuse of county property and liability to the county.

Juan Carmona-Commsr. Pct.3 w/request for review of the Policy Guidelines (compliance w/ IRS) in order to follow and w/example, i.e., 1) employee leaves worksite to buy lunch on his time; no problem as long as time noted is for a reasonable distance is same as, 2) at 12 Noon employee drives to location of personal vehicle.in county vehicle then goes to lunch]

NO MOTION PRESENTED.

2.15 APPROVED: MONTHLY REPORT – DCVFD ASSISTANT FIRE CHIEF

MOTION: Valerie Rubalcaba SECOND: Alonso Carmona THAT THE COMMISSIONERS COURT APPROVE :
REPORT for Month of March 2020 for DCVFD from Asst. Fire Chief David Torres. **MOTION CARRIED. *attachment**

2.16 APPROVED: REINSTATE BURN BAN

MOTION: Alonso Carmona SECOND: Valerie Rubalcaba THAT THE COMMISSIONERS COURT APPROVE :
ORDER Prohibiting Outdoor Burning to Reinstate Burn Ban (90 days) . **MOTION CARRIED. *attachment**

2.17 APPROVED: HIRING/ TRANSFER – COUNTY TAX OFFICE

MOTION: Juan Carmona SECOND: Valerie Rubalcaba THAT THE COMMISSIONERS COURT APPROVE :
County Tax Assessor-Collector HIRING of a full-time Deputy Clerk as a Transfer from JP 1, JP 2 Offices, effective :
April 28, 2020 as presented .

NOTED:--position left vacant from Tax Ofc. Clerk transfer to Sheriff Dept.

MOTION CARRIED.

2.18 TABLED: GOLF COURSE QUARTERLY FINANCIAL REPORT

MOTION: Alonso Carmona SECOND: Valerie Rubalcaba THAT THE COMMISSIONERS COURT APPROVE TO :
TABLE this Item . **MOTION CARRIED.**

2.19 APPROVED: AWARD CONTRACT – REFINERY RD and WILLIAMS RD IMPROVEMENT PROJECT

[RE:--four(4) Bids opened on 04/14/2020]

MOTION: Alonso Carmona SECOND: Valerie Rubalcaba THAT THE COMMISSIONERS COURT APPROVE TO :
Award construction CONTRACT to : J & J Excavating & Materials (\$1,150,524.00) for the Refinery Road and
Williams Road Improvement PROJECT as presented . **MOTION CARRIED. *attachment**

2.20 APPROVED: AMEND PERSONNEL POLICY – TERMINALLY ILL COUNTY EMPLOYEE

MOTION: Juan Carmona SECOND: Valerie Rubalcaba THAT THE COMMISSIONERS COURT APPROVE TO :
Amend Personnel Policy for [SEC.] FAMILY MEDICAL LEAVE ACT (FMLA), i.e., when employee has exhausted all
benefits such employee will be placed on Leave without Pay and Insurance Premium will continue to be paid by
the County until Medical Doctor releases or employee dies, as presented . **MOTION CARRIED.**

3.

LAW ENFORCEMENT

3.1 APPROVED: HIRING – DEPUTY SHERIFF

MOTION: Alonso Carmona SECOND: Valerie Rubalcaba THAT THE COMMISSIONERS COURT APPROVE :
HIRING of Hugo Garza as new Deputy Sheriff for Dimmit County Sheriff’s Office .
NOTED:--at minimum pay for a Deputy/Investigator MOTION CARRIED.

3.2 STATUS REPORT

[NON ACTION ITEM]

4.

GRANTS & PLANNING / REGULATORY COMPLIANCE

4.1 APPROVED: AGREEMENT – AUSTIN GENERATOR SERVICE

MOTION:Alonso Carmona SECOND: Valerie Rubalcaba THAT THE COMMISSIONERS COURT APPROVE :
Basic Preventive Maintenance AGREEMENT with Austin Generator Service (Austin,TX) as presented .
MOTION CARRIED. *attachment

4.2 APPROVED: BUILD TEMPORARY STORAGE BUILDINGS – ROAD & BRIDGE PCT. 4

[RE:--to be built on skids; allowing to relocate]
MOTION: Valerie Rubalcaba SECOND: Juan Carmona THAT THE COMMISSIONERS COURT APPROVE TO :
Build at the existing R&B Pct. 4 Yard : two (2) temporary Storage Buildings (14x24) for use as a Commodities Building and Office Building in Pct. 4 as presented .
MOTION CARRIED.

4.3 STATUS REPORTS

[NON-ACTION ITEM]

[RE:--Vendor that built doors at FIRE STATION is now “On Notice” of manufacturer problems—getting closer to
LANDFILL permit—HOME project program picked-up by MRGDC ; Grantworks denied county application—
ASHERTON PROJECT: Architects working from home(s)]

5.

F I N A N C I A L

5.1 APPROVED: MONTHLY REPORT – COUNTY TREASURER

MOTION: Alonso Carmona SECOND: Valerie Rubalcaba THAT THE COMMISSIONERS COURT APPROVE :
REPORT for Month of March 2020 from County Treasurer Estanislado Martinez as presented .
NOTED:--Investment Reports to be done Quarterly MOTION CARRIED. *attachment

5.2 APPROVED: FINANCIAL REPORT – COUNTY AUDITOR

MOTION: Valerie Rubalcaba SECOND: Juan Carmona THAT THE COMMISSIONERS COURT APPROVE :
REPORT for Month of March 2020 from County Auditor Carlos Pereda as presented .
DISCUSSION:-- “open” Purchase Orders only for minimum amounts, i.e., \$20, \$30....mechanics retained to repair a
vehicle will not start without a Purchase Order MOTION CARRIED. *attachment

5.3 APPROVED: CLAIMS

MOTION: Alonso Carmona SECOND: Valerie Rubalcaba THAT THE COMMISSIONERS COURT APPROVE :
List of Claims as presented .
MOTION CARRIED. *attachment

5.4 APPROVED: CLAIM DOCKET

MOTION: Valerie Rubalcaba SECOND: Alonso Carmona THAT THE COMMISSIONERS COURT APPROVE :
General Fund docket (\$605,878.71), Airport Fund docket (\$3,149.74), RCDS/MGMT County Clerk(\$471.03),
Utilities Fund docket (\$44,504.27), Arena Fund docket (\$3,312.80), Stone Garden Grant Fund (\$23,639.24), Local
Border Security Fund docket (\$2,241.09), DC Payroll Fund docket (\$391,084.78), CO’s 2017 Fund docket
(\$59,491.73), CO’s 2018 Fund docket (\$151,590.00), CO’s 2019 Fund docket(\$24,100.00) for a Grand Total Claim
Docket of : \$ 1,309,463.39 as presented .
MOTION CARRIED. *attachment(s)

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6. EXECUTIVE SESSION [NON-ACTION ITEM]

7. RECONVENE IN OPEN SESSION [NON-ACTION ITEM]

8. PUBLIC SAFETY CORPORATION

8.1 NEW BUSINESS [NON-ACTION ITEM]

8.2 PERSONNEL AND EXPENDITURES [NON-ACTION ITEM]

8.3 APPROVED: CLAIM DOCKET

MOTION: Alonso Carmona SECOND: Valerie Rubalcaba
Public Facility Fund docket (\$1,416.54) as presented .

THAT THE COMMISSIONERS COURT APPROVE :
MOTION CARRIED. *attachment

9. ADJOURNMENT

MOTION: Alonso Carmona SECOND: Valerie Rubalcaba
To Adjourn Meeting [11:58 AM] .

THAT THE COMMISSIONERS COURT APPROVE :
MOTION CARRIED.

APPROVED:

FRANCISCO G. PONCE, COUNTY JUDGE

ATTEST:

MARIO Z. GARCIA, COUNT CLERK