

ON THIS THE 23RD DAY OF JANUARY, 2023, BEING THE FOURTH MONDAY OF THE MONTH, THE HONORABLE DIMMIT COUNTY COMMISSIONERS COURT CONVENED IN REGULAR SESSION, AT THE DIMMIT COUNTY COURTHOUSE "ANNEX", 212 N. 4th St., CARRIZO SPRINGS, TEXAS, WITH MEMBERS PRESENT TO-WIT :

MARTHA ALICIA GOMEZ PONCE
COUNTY JUDGE

JOSE A. URENDA
COMMISSIONER PCT. 1

JUAN R. CARMONA
COMMISSIONER PCT. 3



ALONSO G. CARMONA
COMMISSIONER PCT. 2

VALERIE C. RUBALCABA
COMMISSIONER PCT. 4

MARIO ZUVIA GARCIA
COUNTY CLERK & EX-OFFICIO
CLERK OF COMMISSIONERS COURT

VISITORS SIGNED-IN: Marko De Leon Francisco Ponce Alicia Sanchez Alberto Esquivel Maricela Gonzalez Sonia G. Perez Alfredo Martinez Leticia Hernandez Mary Sandoval Gabriel Riojas Alyssa Cruz Carissa Munoz Christine Cardona-Guerrero Noel Galvan Carlos Pereda Oscar Ortiz Angie Ochoa Claudia McDanioel Selena Esquivel Frank Picazio Daniel M Gonzalez Ricardo Ramirez, Jr. Michael Camarillo Cynthia Montez Mirtha C. Hernandez
OTHER VISITORS: Dan Hejl Marcos Mendez

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

1. ADMINISTRATIVE

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

County Judge Martha Alicia Gomez Ponce Called the Meeting to Order [10:00 AM]; County Clerk Mario Z Garcia conducted Roll Call of Court Members with a Full Quorum present 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 Testimony of Oath.

1.5 PUBLIC COMMENT

a) Francisco Ponce,-- Agenda Items 2.4, 2.7 Meeting to-date, RE: Advisory to Court that these Travel Requests to not pertain to Staff for JP Courts Pct. 1 and Pct. 2, i.e, Training is for County Court level departments

1.6 APPROVED: MINUTES OF REGULAR MEETING – JANUARY 9, 2023
MOTION: Valerie Rubalcaba SECOND: Alonso Carmona THAT THE COMMISSIONERS COURT APPROVE :
MINUTES of Regular Meeting held on January 09, 2023 as presented MOTION CARRIED.

1.7 APPROVED: MINUTES OF SPECIAL MEETING – JANUARY 17, 2023
MOTION: Alonso Carmona SECOND: Valerie Rubalcaba THAT THE COMMISSIONERS COURT APPROVE :
MINUTES of Special Meeting held on January 17, 2023 as presented MOTION CARRIED.

2. **PERSONNEL & POLICY**

2.1 **APPROVAL OF BONDS**

MOTION: Alonso Carmona SECOND: Juan Carmona THAT THE COMMISSIONERS COURT APPROVE : BOND for County Judge Martha Alicia Gomez Ponce, County Treasurer Oscar Jaime Ortiz, Sheriff Robert Mendoza Constable Pct. 1 Alfredo Castañeda III, Constable Pct. 2 Andres R. Arambula, Constable Pct. 4 Jose Pepe Galvan and Deputy County Clerk Marisel Rocha Muñoz as presented . MOTION CARRIED.

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

MOTION: Alonso Carmona SECOND: Valerie Rubalcaba THAT THE COMMISSIONERS COURT APPROVE : REPORT for Month of November and December 2022 from JP Sonia G. Perez as presented.

◆ **DISCUSSION:** past-due Invoice for software vendor: INTECH ; Notice by email for October balance stating to pay today or be disconnected; JP Perez concerned w/non-compliance.... **RESOLUTION:** (yearly) payment on Claim Docket for today; JP Courts are integrated w/Sheriff Dept. whom has issues adding, that they (Sheriff) may want to change vendor. MOTION CARRIED. *attachments

2.3 **APPROVED: (subject to) HIRING – PART TIME EMPLOYEE : JUSTICE OF THE PEACE PCT. 1**

[RE:--Judge Perez recited week-long absence of both JP 1 and JP 2 Court Clerks due to illness adding, that its for cases like this to consider a part-time employee. Both JP Offices have budgets for P/T employees]

MOTION: Alonso Carmona SECOND: Juan Carmona THAT THE COMMISSIONERS COURT APPROVE : HIRING of a Part-Time Employee for Office of JP Pct. 1...subject to [sic] as needed for Emergencies, as presented. MOTION CARRIED.

JOINT AGENDA ITEMS:

2.4 **APPROVAL FOR TRAVEL FOR YVETTE NESMITH TO ATTEND TAC COUNTY COURT ASSISTANTS TRAINING, FEBRUARY 15-17, 2023 IN SAN MARCOS, TX – PCT. 1 & 6**

AND

2.7 **APPROVAL FOR TRAVEL FOR ALICIA SANCHEZ TO ATTEND TAC COUNTY COURT ASSISTANTS TRAINING, FEBRUARY 15-17, 2023 IN SAN MARCOS, TX – PCT. 2**

APPROVED: TRAVEL REQUEST – JUSTICE OF THE PEACE COURT CLERK

[RE: ◆ **DISCUSSION:** the fact that the Conference selected is not for JP Court Assistants; only for County Court Assistants. Request stems from fact that JP CRT Clerks have not attended any Training for compliance purposes for past 6-8 years...**RESOLUTION:** consensus to allow only 1-CRT Clerk to attend]

MOTION: Alonso Carmona SECOND: Juan Carmona THAT THE COMMISSIONERS COURT APPROVE : TRAVEL request/expenses for Only One (1), Justice of The Peace Court Clerk to attend: TAC County Court Assistants Training on February 15-17, 2023 in San Marcos, TX, as presented. MOTION CARRIED. *attachments

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

MOTION: Alonso Carmona SECOND: Jose Urenda THAT THE COMMISSIONERS COURT APPROVE : REPORT for Month of December 2022 from JP Alberto Esquivel as presented. MOTION CARRIED. *attachment

2.6 **APPROVED: (subject to) HIRING – PART TIME EMPLOYEE: JUSTICE OF THE PEACE PCT. 2**

MOTION: Juan Carmona SECOND: Jose Urenda THAT THE COMMISSIONERS COURT APPROVE : HIRING of a Part-Time Employee for Office of JP Pct. 2...subject to [sic] as needed for Emergencies, as presented.

MOTION CARRIED.

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

MOTION: Juan Carmona SECOND: Valerie Rubalcaba THAT THE COMMISSIONERS COURT APPROVE : REPORT for Month of December 2022 from JP Leticia Hernandez as presented.

◆ **NOTED:** JP Hernandez to also search for CRT Clerk Training sites MOTION CARRIED. *attachment

2. PERSONNEL & POLICY, contd.

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

MOTION: Alonso Carmona SECOND: Jose Urenda THAT THE COMMISSIONERS COURT APPROVE :
REPORT for Month of December 2022 from JP Alfredo Martinez as presented. MOTION CARRIED. *attachment

2.10 APPROVED: TRAVEL REQUEST – JUSTICE OF THE PEACE PCT. 4

MOTION: Alonso Carmona SECOND: Jose Urenda THAT THE COMMISSIONERS COURT APPROVE :
TRAVEL request/expenses for JP Alfredo Martinez to attend : 2023 Justice of The Peace Seminar (20 hours) on
March 5-6-7-8 in Corpus Christi, TX as presented . MOTION CARRIED. *attachment

2.11 APPROVED: MONTHLY REPORT – DISTRICT CLERK

MOTION: Valerie Rubalcaba SECOND: Juan Carmona THAT THE COMMISSIONERS COURT APPROVE :
REPORT for Month of December 2022 from Maricela G. Gonzalez as presented. MOTION CARRIED. *attachment

2.12 APPROVED: MONTHLY REPORT – COUNTY CLERK

MOTION: Alonso Carmona SECOND: Valerie Rubalcaba THAT THE COMMISSIONERS COURT APPROVE :
REPORT for Month of December 2022 from Mario Z Garcia as presented. MOTION CARRIED. *attachment

2.13 APPROVED: TRAVEL REQUEST(s) – DEPUTY COUNTY CLERKS

MOTION: Alonso Carmona SECOND: Jose Urenda THAT THE COMMISSIONERS COURT APPROVE :
TRAVEL request/expenses for Deputy County Clerks Belinda Sandoval, Marisela Muñoz to attend : TAC COUNTY
COURT ASSISTANTS TRAINING, February 15-16-17, 2023 in San Marcos, TX. MOTION CARRIED. *attachments

2.14 APPROVED: MONTHLY REPORT(s) – COUNTY COMMISSIONERS

MOTION: Juan Carmona SECOND: Valerie Rubalcaba THAT THE COMMISSIONERS COURT APPROVE :
REPORT for Month of December 2022 from Commissioners: Pct. 1 Jose Urenda, Pct. 2 Alonso Carmona, Pct. 3
Juan Carmona and Pct. 4 Valerie Rubalcaba as presented. MOTION CARRIED. *attachments

2.15 APPROVED: NOTARY PUBLIC REGISTER/APPLY – ROAD & BRIDGE DEPARTMENTS SECRETARY

MOTION: Jose Urenda SECOND: Valerie Rubalcaba THAT THE COMMISSIONERS COURT APPROVE :
R&B Secretary Andrea Rios to Apply and Register as a Notary Public for County Commissioners as presented .

◆ NOTED: Mirtha Hernandez, Co Judge Office, also available as Notary MOTION CARRIED.

2.16 APPROVED: HIRING – ROAD & BRIDGE PCT. 4

MOTION: Jose Urenda SECOND: Alonso Carmona THAT THE COMMISSIONERS COURT APPROVE :
HIRING of One (1) Full Time and One (1) Part Time Employee for Road & Bridge Pct. 4 as presented .

◆ NOTED: Funds in Budget MOTION CARRIED.

2.17 APPROVED: AUTHORIZATION – PAYMENT OF WAGES FOR IT DEPT. EMPLOYEE

[RE: IT Employee assisted with Central Counting Station Ballot Tabulation equipment, throughout the day and upon completion with all accountability at 10:00 PM]

MOTION : Alonso Carmona SECOND: Jose Urenda THAT THE COMMISSIONERS COURT APPROVE :
[sic] PAYMENT for Marko De Leon for working November 8, 2022 Election as presented. MOTION CARRIED.

2.18 APPROVED: PROMOTION (STATUS) – IT DEPARTMENT EMPLOYEE

MOTION: Alonso Carmona SECOND: Jose Urenda THAT THE COMMISSIONERS COURT APPROVE TO :
[sic] Promote Mark Mendez, Jr. to Full Time Employee as presented .

◆ ABSTAIN: Valerie Rubalcaba

◆ NOTE: Mark selfsame as Marco

MOTION CARRIED.

2.19 APPROVED: AGREEMENT – MJ’s RESTAURANT ASSIST w/ PARKING LOT MAINTENANCE
[RE:--business located next to ALANIZ SPORTS COMPLEX Fields; during evening events participants converge parking at area for restaurant customers]
MOTION: Jose Urenda SECOND: Alonso Carmona THAT THE COMMISSIONERS COURT APPROVE :
AGREEMENT between MJ’s RESTAURANT and Dimmit County to help w/maintenance of Parking Lot as presented.
MOTION CARRIED.

2.20 TABLED: MONTHLY REPORT – DCVFD ASSISTANT FIRE CHIEF
MOTION: Alonso Carmona SECOND: Valerie Rubalcaba THAT THE COMMISSIONERS COURT APPROVE TO :
TABLE this Item . MOTION CARRIED.

2.21 TABLED: MONTHLY REPORT – GOLF COURSE DEPARTMENT
MOTION: Jose Urenda SECOND: Valerie Rubalcaba THAT THE COMMISSIONERS COURT APPROVE TO :
TABLE this Item . MOTION CARRIED.

2.22 APPROVED: DONATION – GOLF COURSE DEPARTMENT
MOTION: Alonso Carmona SECOND: Valerie Rubalcaba THAT THE COMMISSIONERS COURT APPROVE :
DONATION of 100 Sports Towels from SUNBELT COMPANY to the Golf Course as presented. MOTION CARRIED.

2.23 APPROVED: EXTEND VACATION TIME – ASSISTANT COUNTY TREASURER
MOTION: Valerie Rubalcaba SECOND: Juan Carmona THAT THE COMMISSIONERS COURT APPROVE :
[sic] Extension of Vacation Time (40 Hours) for Nancy Avila until after Erik Torres can minimize his Compensation Time to an allowable limit as determined by Personnel POLICY (as presented). MOTION CARRIED.

2.24 TABLED : AIRMED CARE NETWORK MEMBERSHIP – FOR DIMMIT COUNTY
[RE:--No spokesperson present to answer Court Inquiry, i.e., if there is an increase (?)]
MOTION: Alonso Carmona SECOND: Juan Carmona THAT THE COMMISSIONERS COURT APPROVE TO :
TABLE this Item . MOTION CARRIED.

2.25 TABLED: REVIEW and APPROVAL OF REVISED and UPDATED COUNTY PERSONNEL POLICY MANUAL 2023
[RE:--County Treasurer Oscar Ortiz addressed Court w/revisions to update the current Policy; once all new sections are entered, printed in new edition of the Policy—will revisit this Agenda Item for Approval]
MOTION: Valerie Rubalcaba SECOND: Juan Carmona THAT THE COMMISSIONERS COURT APPROVE TO :
TABLE this Item . MOTION CARRIED.

2.26 APPROVED: TRAVEL REQUEST – COUNTY TREASURER [NON-ACTION ITEM]

2.27 APPROVED: TRAVEL REQUEST – EXTENSION AGENT
MOTION: Juan Carmona SECOND: Valerie Rubalcaba THAT THE COMMISSIONERS COURT APPROVE :
TRAVEL request/expenses for Carissa Muñoz to attend : Texas A&M AgriLife Health Summit, February 6-7-8-9, 2023 in College Station, TX [as presented]. MOTION CARRIED. *attachment

2.28 APPROVED: TRAVEL REQUEST – EXTENSION AGENT
MOTION: Alonso Carmona SECOND: Valerie Rubalcaba THAT THE COMMISSIONERS COURT APPROVE :
TRAVEL request/expenses for Alyssa Cruz to attend : 2023 San Antonio Stock Show and Rodeo, February 13-14-15-16-17-18-19 in San Antonio, TX [as presented]. MOTION CARRIED. *attachment

2.29 APPROVED: TRAVEL REQUEST – CHIEF DEPUTY CLERK TAX OFFICE
MOTION: Alonso Carmona SECOND: Jose Urenda THAT THE COMMISSIONERS COURT APPROVE :
TRAVEL request/expenses for Lizette M. Perez to attend : TAAO Course #8 Assessment & Collections, February 13-14-15-16, in Austin, TX for Required Certification [as presented]. MOTION CARRIED. *attachment

2.30 APPROVED: TRAVEL REQUEST – COUNTY JUDGE SECRETARY

MOTION: Jose Urenda SECOND: Alonso Carmona THAT THE COMMISSIONERS COURT APPROVE :
TRAVEL request/expenses for Mirtha C. Hernandez to attend : TAC County Court Assistants Training, February 15-16-17, 2023 in San Marcos, TX as presented . MOTION CARRIED. *attachment

2.31 APPROVED: HIRING – COUNTY JUDGE OFFICE

MOTION: Alonso Carmona SECOND: Jose Urenda THAT THE COMMISSIONERS COURT APPROVE :
HIRING an additional Full-Time Employee at the starting base rate for the County Judge Office [as presented].

◆ NOTED:--Funds in Budget

MOTION CARRIED.

3. LAW ENFORCEMENT

3.1 STATUS REPORT : APPROVED: MONTHLY REPORT FOR COUNTY JAIL

MOTION: Juan Carmona SECOND: Alonso Carmona THAT THE COMMISSIONERS COURT APPROVE :
REPORT for Month of January 2023 for Jail Operations [as presented]. MOTION CARRIED. *attachment

◆ NOTED:--Status on Vacancy for Jail ADMIN : Lt. **Cynthia Montes** in Probation Period; upon completion will be Hired with increase in salary

4. GRANTS & PLANNING // REGULATORY COMPLIANCE

4.1 Tabled : OPEN BIDS – BRUNDAGE WATER COLONIA CONSTRUCTION PROJECT

[RE:--County Judge **Martha Alicia Gomez Ponce** opened and duly read aloud the one (1) Bid timely submitted :
MGB CONSTRUCTION (Castroville) \$ 632,400.00

--Court Members in consensus to Table for Project Engineer **Dan Hejl** presence for a Status]

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

4.1 REVISITED: APPROVED : OPEN/CLOSE BIDDING – BRUNDAGE WATER COLONIA PROJECT

[RE:--Project Engineer **Dan Hejl** addressed court w/status, i.e., this is a "turnkey" Bid for the CDBG funded project; overbidding occurred after first Bid Ad; this company has done previous work for the county—project to target water supplies issues and new Pressure Tank]

MOTION: Juan Carmona SECOND: Valerie Rubalcaba THAT THE COMMISSIONERS COURT APPROVE :

Open and Close all Bidding for the Community Development Block GRANT (CDBG) Colonia Construction Fund (CFC) 21-0475 Brundage Water Colonia Construction Improvement PROJECT and designate County Auditor and Project Engineer **Dan Hejl** to review, analyze Bid for recommendation and report [as presented].

MOTION CARRIED. *attachment

4.2 APPROVED: AWARD BID – ROOF REPLACEMENT FOR DPS/STEWART TITLE BUILDING

MOTION: Alonso Carmona SECOND: Valerie Rubalcaba THAT THE COMMISSIONERS COURT APPROVE TO :
Award BID for Roof Replacement PROJECT at the DPS/Stewart Title Company Building to : ADVANTAGE USA

(\$ 278,900.00) [as presented].

MOTION CARRIED. *attachment

4.3 APPROVED: APPOINTMENT – TDEM EMERGENCY MANAGEMENT NOTIFICATION FORM

MOTION: Alonso Carmona SECOND: Juan Carmona THAT THE COMMISSIONERS COURT APPROVE :

APPOINTMENT(s) of Martha Alicia Gomez Ponce as Coordinator and Christine Cardona-Guerrero as Assistant Coordinator for the TDEM EMERGENCY MANAGEMENT DIRECTOR/COORDINATOR Notification Form 147 for the Calendar Year : 2023 [as presented] .

MOTION CARRIED. *attachment

4.4 STATUS REPORT

[NON-ACTION ITEM]

[RE:--Grants on Violence Against Women Justice & Training Officer –renewed Proclamations from Governor’s Office on Wildfire Threats, COVID and Border Security]

5. FINANCIAL

5.1 Tabled: TRAVEL REIMBURSEMENT – CONSTABLE PCT. 2

MOTION: Juan Carmona SECOND: Jose Urenda THAT THE COMMISSIONERS COURT APPROVE TO :
TABLE this Item MOTION CARRIED. *attachment

5. FINANCIAL, contd.,

5.2 APPROVED: MONTHLY REPORT – COUNTY TREASURER

MOTION: Alonso Carmona SECOND: Jose Urenda THAT THE COMMISSIONERS COURT APPROVE :
REPORT for Month of December 2022 from County Treasurer Oscar Ortiz [as presented].

◆ NOTED: status on Pct. 3 Cemetery Check MOTION CARRIED. *attachment

5.3 APPROVED: FINANCIAL REPORT – COUNTY AUDITOR

MOTION: Juan Carmona SECOND: Jose Urenda THAT THE COMMISSIONERS COURT APPROVE :
Financial REPORT for Month of December 2022 from County Auditor Carlos Pereda [as presented].

◆ NOTED: Revenues over Expenses: \$8M – review/correct Royalties Item MOTION CARRIED. *attachment

5.4 TABLED: SETTLE ATT INVOICE FOR INTERNET SERVICES RENDERED TO COUNTY

[RE:--Request from County Auditor to Table; Meeting w/ an ATT Agent]

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

5.5 APPROVED: CLAIM DOCKET

MOTION: Juan Carmona SECOND: Jose Urenda THAT THE COMMISSIONERS COURT APPROVE :
Claim Docket -- General Fund(\$593,325.19) DC Airport(\$3,190.18) DC Golf Course(\$10,149.90)
Utilities(\$29,892.10) Courthouse Security(\$1,409.38) RCDS/MGMT(\$895.30) Rodeo Arena(\$1,000.00)
Stone Garden(\$23,376.12) Local Border SS(\$2,306.08) DC Payroll(\$256,001.86) CO's 2019(\$62,098.35)
ARPA(\$1,930.00) GRAND TOTAL: \$1,035,574.46 [as presented] . MOTION CARRIED. *attachment

6. EXECUTIVE SESSION [12:14 PM]

7. RECONVENE IN OPEN SESSION [1:13 PM]

[RE:-- No Motion(s) Presented]

8. ADJOURNMENT

MOTION: Valerie Rubalcaba SECOND: Alonso Carmona THAT THE COMMISSIONERS COURT APPROVE TO :
Adjourn Meeting [1:14 PM] . MOTION CARRIED.

APPROVED:


MARTHA ALICIA GOMEZ PONCE, COUNTY JUDGE

ATTEST:


MARIO ZUVIA GARCIA, COUNTY CLERK

SEAL :

COMMISSIONERS COURT
COUNTY OF DIMMIT, TEXAS