

*Notice of Meeting and Agenda  
January 5, 2016*



*Stephen Brint Carlton, County Judge  
David L. Dubose, Commissioner, Precinct One  
Barry M. Burton, Commissioner, Precinct Two  
John W. Banken, Commissioner, Precinct Three  
Jody E. Crump, Commissioner, Precinct Four*

**NOTICE OF A PUBLIC MEETING AND AGENDA  
OF THE COMMISSIONERS' COURT  
OF ORANGE COUNTY, TEXAS  
JANUARY 5, 2016**

Notice is hereby given that a **Special Court Session** of the Commissioners Court of Orange County, Texas, will be held on **Tuesday, January 5, 2016 at 10:00 a.m.** in the Commissioners' Courtroom of the Orange County Administration Building, 123 South 6<sup>th</sup> Street, Orange, Texas for the purpose of discussion and possible action on matters brought before the Court.

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***SPECIAL COURT SESSION AGENDA***

*Invocation  
U.S. Pledge  
Texas Pledge*

Approve minutes of the Executive Session held at 10:00 a.m. on December 15, 2015, as circulated.

Approve minutes of the Public Workshop held at 1:00 p.m. on December 15, 2015, as circulated.

Approve minutes of the Public Hearing held at 1:30 p.m. on December 15, 2015, as circulated.

Approve minutes of the Special Court Session held at 2:00 p.m. on December 15, 2015, as circulated.

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**CONTINUE AGENDA FOR TUESDAY, JANUARY 5, 2016-PAGE TWO**

1. Discussion and possible action regarding approving a proclamation naming January 5, 2016 as Missing Persons Awareness Day in Orange County, Texas. (DeDe Keene, Voices4missingpersons Representative)
  
2. Discussion and possible action regarding approval of the monthly reports from the County Treasurer for month ending November 30, 2015 and recording in the minutes of the Court:
  - A. Approval of Investments in TexPool, Super Investments-General Fund, Treasurer Investments-General Fund, Certificates of Deposits and Government Agencies in the amount of \$1,001,630.24.
  
  - B. Approval of Interest Earned to date in the amount of \$4,698.04.
  
  - C. Treasurer's Report of revenues received and disbursed in accordance with the Local Government Code 114.026(d) and affidavit of approval by court. This report will be available on the county's web site for viewing.
  
  - D. Pledged Security Collateral for a total of \$40,095,365.13 summary as follows.
    - Wells Fargo Bank \$29,890,247.22
    - 1<sup>st</sup> Financial Bank \$10,205,117.91

(Christy Khoury, County Treasurer)

3. Discussion and possible action regarding filing in the minutes of the court revenue from the City of Rose City, check #14536, \$89.11. These funds are reimbursement for road materials.  
(Christy Khoury, County Treasurer)
  
4. Discussion and possible action regarding payment of bills approved by the County Auditor as per attested listings and also specifically as follows:
  - a. \$1,150.00 to Memorial Funeral Home from the General Fund (001-111-54290) for Indigent Funeral Expenses.
  
  - b. \$21,652.83 to U.T.M.B. from the General Fund (001-111-54235) for contract payment due January, 2016.

(Mary Johnson, County Auditor)

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**CONTINUE AGENDA FOR TUESDAY, JANUARY 5, 2016-PAGE THREE**

5. I hereby certify that the expenditures and grant revenues scheduled as follows may be considered for adoption as a Special Budget pursuant to Local Government Code §111.0106. These are funds from the 2015 Port Security Grant.

**SPECIAL BUDGET**

037-000-46201	Port Security Grant – Revenue.....	(\$1,066,782.00)
037-832-57550	Buildings Improvements.....	\$1,066,782.00

(Mary Johnson, County Auditor)

6. Discussion and possible action regarding Commissioners’ Court adopting parliamentary procedures.  
(Stephen Brint Carlton, County Judge)
7. Discussion and possible action regarding employee vacation policy.  
(Stephen Brint Carlton, County Judge)
8. Discussion and possible action regarding health insurance benefits for employees hired on or after January 1, 2016. This item pertains ONLY to employees hired on or after January 1, 2016. All employees hired on or before December 31, 2015 and any future retirees from that group of employees are unaffected by this item. Similarly, all current retirees are unaffected by this item.  
(Stephen Brint Carlton, County Judge)
9. Discussion and possible action regarding approval of HOT funds for the Texas Public Services Association of Bridge City High School.  
(Stephen Brint Carlton, County Judge)
10. Discussion and possible action regarding replacing Commissioner David Dubose as an Orange County Economic Development Corporation Board Member.  
(Stephen Brint Carlton, County Judge)
11. Discussion and possible action to authorize and place signs regulating the carrying of a handgun by a license holder (1) into a government courtroom of Orange County, (2) into those offices essential to the operation of such a court as designated by the presiding judge; and, (3) into the Commissioners’ Courtroom

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when the Court is in session. *See, Op. Tex. Att’y Gen.* KP-0047 and KP-0049 (2015); TEX. GOV’T CODE §411.029(a)(Vernon 2015).  
(Douglas E. Manning, Assistant County Attorney)

- 12. Discussion and possible action to implement a policy or policies to prohibit Orange County personnel from unlawfully interfering with the right of a handgun license holder to lawfully carry a handgun on County property in accordance with Chapter 411 of the TEXAS GOV’T CODE and Chapter 46, TEXAS PENAL CODE. *See, Op. Tex. Att’y Gen.* KP-0047 and KP-0049 (2015); TEX. GOV’T CODE §411.029(a)(Vernon 2015).  
(Douglas E. Manning, Assistant County Attorney)

- 13. Discussion and possible action on a bid submitted on the following trust property:

	<b>ACCOUNT #</b>	<b>SUIT/CASE#</b>	<b>PROPERTY LOCATION</b>
1.	001205-000030	A140062-T	1205 Georgia Ave., Orange
2.	008123-000080	A150028-T	7105 Meadow Dr., Orange
3.	010625-000020	A140009-T	2404 Crabtree, Orange
4.	011945-008360	A150044-T	407 1 <sup>st</sup> St., Orange
5.	011471-000100	A130112-T	355 Blueberry, Bridge City

(Lynda Gunstream, Tax Assessor-Collector)

- 14. Discussion and possible action regarding a line item transfer:

**COUNTY CLERK**

From: 001-111-53830 (Contingency) ..... (\$300.00)  
To: 001-109-54950 (Misc. Fees & Services) ..... \$300.00

Purpose: To cover a shortage in Miscellaneous Fees and Services.

These funds are to cover charges from the Texas Department of Public Safety to perform state required background searches on Applicants who apply for a Guardianship. These fees are reimbursed to the County and are collected through Guardianship filing fees.

(Brandy Robertson, County Clerk)

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**CONTINUE AGENDA FOR TUESDAY, JANUARY 5, 2016-PAGE FIVE**

15. Discussion and possible action authorizing the Greater Orange Area Chamber of Commerce use of the Orange County parking lot to stage Mardi Gras floats on January 30, 2016. The Chamber will provide two dumpsters for trash. The Chamber will have a police officer overnight in the parking lot. The Chamber will have the parking lot and surrounding areas cleaned on Sunday morning. The Chamber has used the parking lot the last two years and will provide the County with an insurance certificate.  
(Ida Schossow, Orange Area Chamber of Commerce President)

16. Discussion and possible action regarding approving a line item transfer:

**EXPO CENTER**

From: 074-791-54190 (Software) ..... (\$300.00)  
To: 074-791-54240 (Uniform) ..... \$300.00

Purpose: To provide funds for the remainder of the year.  
(Sabrina Gray, Event Coordinator)

17. Discussion and possible action authorizing a storage building to be installed on the land at the Expo Center as well as agreeing to absorb the electricity expenses for the building. All other costs are covered by the discretionary fund; however, we cannot plan for recurring expenses with this fund. The building is climate controlled and will store Public Health inventory and assets.  
(Amanda Moore, Public Health Emergency Preparedness Planner (PHEP))

18. Discussion and possible action regarding authorizing the County Judge to sign close out Construction Change Orders for the Ike 2.2 Grant projects on Lane of the Oaks and on Bessie Heights Road.  
(Clark Slacum, P.E., County Engineer)

19. Discussion and possible action regarding the calculation and payout for termination longevity pay.  
(Lisa Richards, Human Resources)

20. Discussion and possible action on upgrading the ERM (Electronic Reporting Machine) to meet the state certification requirements. The total cost for the upgrade is \$4,793.71.  
(Tina Barrow, Orange County Election Administrator)

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21. Discussion and possible action regarding approving a line item transfer:

**AGRILIFE EXTENSION**

From: 001-655-53610 (Rentals: General).....(\$200.00)  
To: 001-655-54595 (Dues & Membership)..... \$200.00

Purpose: To provide funds for the remainder of the year.  
(Christina Ritter, County Coordinator, CEA-4H/ Youth Development)

22. Discussion and possible action regarding awarding RFQ-15011 Registered Sanitarian/Professional Engineer Service for the CDBG #7214339 Water Improvements Project from the Texas Department of Agriculture based on the recommendation of the selection committee to Lester A. Saucier, Jr., P.E.  
(Connie Cassidy, CPPB, Purchasing Agent)
23. Discussion and possible action regarding awarding RFP-15012 Project Grant Administration and Management Services for the CDBG on-site sewer projects from the Department of Agriculture based on the recommendation of the selection committee to David Waxman, Inc.  
(Connie Cassidy, CPPB, Purchasing Agent)
24. Discussion and possible action regarding approving a line item transfer:

**PURCHASING**

From: 001-309-54595 (Dues & Membership Fees) ..... (\$292.90)  
To: 001-309-52910 (Repairs Office Machines) ..... \$292.90

Purpose: These funds are to cover the cost to repair our Acroprint time/date machine. The purpose of the Acroprint ETC machine is to date and time stamp all incoming bids and proposals. The machine will be reconditioned with one year warranty on parts and labor. Estimated cost to replace machine is \$850.00 and an additional cost to remove and install existing plates.  
(Connie Cassidy, CPPB, Purchasing Agent)

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25. Closed meeting, held pursuant to Tex. Gov. Code Section 551.071(2), to receive information from legal counsel on a matter covered by the attorney-client privilege.  
(Douglas E. Manning, Assistant County Attorney)
26. Return to open meeting. Take any action necessary based upon discussion in closed meeting.  
(Douglas E. Manning, Assistant County Attorney)
27. Discussion and possible action regarding adjourning Commissioners' Court meeting.

***THE MEETING WILL BE OPEN TO THE PUBLIC AT ALL TIMES IN COMPLIANCE WITH THE "OPEN MEETINGS LAW" AS REQUIRED BY V.T.C.A. GOVERNMENT CODE, CHAPTER 551.***

***THIS NOTICE SHALL BE POSTED FOR AT LEAST SEVENTY-TWO (72) HOURS PRECEDING THE SCHEDULED TIME OF SUCH MEETING.***

***THE ORANGE COUNTY COMMISSIONERS' COURT RESERVES THE RIGHT TO CONVENE A CLOSED SESSION WITH RESPECT TO ANY ITEM LISTED ON THE AGENDA WHERE ANY EXCEPTION EXISTS UNDER THE TEXAS OPEN MEETINGS ACT.***

***THE RIGHT TO CONVENE SUCH A CLOSED SESSION SHALL EXIST REGARDLESS OF WHETHER OR NOT THE AGENDA ITEM OR ITEMS EXPRESSLY STATE THAT A CLOSED MEETING WILL BE CONVENED.***

Dated this 31<sup>st</sup> day of December, 2015.

Posted at 9:30 a.m.

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STEPHEN BRINT CARLTON, COUNTY JUDGE  
ORANGE COUNTY COMMISSIONERS' COURT