



MINUTES

Aransas County Commissioners Court

9:00 AM – Monday, December 27, 2021

The Aransas County Commissioners Court met in **Regular Session** on Monday, December 27, 2021, at 9:00 AM, in the Aransas County Courthouse, 2840 Hwy 35 N, Rockport, Texas.

Present: **Leslie Casterline**, Commissioner, Precinct 2, serving as County Judge Pro Tem
Jack Chaney, Commissioner Precinct 1-1A (*by Zoom from his hospital bed*)
Pat Rousseau, Commissioner, Precinct 3
Wendy Laubach, Commissioner, Precinct 4

Absent: **C. H. "Burt" Mills, Jr.**, County Judge

I. Call to Order & Pledges

The meeting convened at 9:00 AM, followed by pledges to the American and Texas flags.

II. **The Invocation** was given by County Commissioner Pat Rousseau.

III. **Roll Call** was taken.

IV. **A Quorum was declared**, and the following proceedings were had and done, to wit:

V. Citizens to be Heard –

1. **Jeff Hutt** expressed concerns he has with the County's Long Term Recovery Plan.

VI. **Presentations** – There were none.

VII. Items for Deliberation and/or Action

Consent Agenda:

1. Minutes from the December 13, 2021 Regular Meeting
2. Donation of \$75 from Ronald Sorenson and Rosemary Moors for Aransas County Animal Control
3. Donation of \$50 from Betty and Robert Louisiana for Aransas County Animal Control
4. Official Bond and Oath for Gavin Harrison, Aransas County Constable Pct. 2
5. Continuing Education hours certifying County Treasurer Alma Cartwright's completion of 47 hours of Continuing Education, 20 hours of Public Funds Investment Conference, and 20 hours of County Investment Academy, all during the 2021 calendar year

Motion by Commissioner Laubach to approve the Consent Items; seconded by Commissioner Rousseau.

Vote: Motion carried 4-0; it was so ordered.

County Roads:

6. Road Improvements adjacent to Hood Street

Motion by Commissioner Laubach to approve authorizing County staff to begin the process for road improvements and assessing the cost of construction to property owners adjacent to Hood Street, between Ninth and Twelfth Streets, as provided in Chapter 253 of the Transportation Code—including publishing notice of the proposed improvements, holding a public hearing to consider the proposed improvements, distributing ballots to adjacent property owners to accept or reject proposed improvements, collecting ballots, tallying results, and declaring those results in Commissioners Court; seconded by Commissioner Rousseau.

Vote: Motion carried 4-0; it was so ordered.

7. Conceptual Re-plat Plan in Goose Island Lake Estates

Motion by Commissioner Laubach to approve the Conceptual Plan to replat Tracts “E” & “H” of the Goose Island Lake Estates Subdivision into Lots E-1, E-2, E-3, E-4, E-5, E-6 and Lots H-1, H-2 and H-3, respectively, including proposed variances to the Aransas County Subdivision Order on minimum lot frontage requirements; seconded by Commissioner Casterline.

Vote: Motion carried 4-0; it was so ordered.

Contracts, Agreements, Grants & Leases:

8. IT to Seek Bids to Replace Current Copiers and Printers

Motion by Commissioner Chaney to approve authorizing the IT Department to seek bids from qualified service providers to replace current printers and large multi-function printer fleet, which will include routine maintenance and supplies, and ongoing support services; seconded by Commissioner Laubach.

Vote: Motion carried 4-0; it was so ordered.

9. Renewal of Kofile-GovOS Contract (formerly SeamlessDocs)

Motion by Commissioner Laubach to approve renewal of the Kofile-GovOS Contract for calendar year 2022 at the annual cost of \$19,580.00, for online digital forms and workflows for a growing number of County offices; seconded by Commissioner Rousseau.

Vote: Motion carried 4-0; it was so ordered.

10. Resolution #R-31-2021 Awarding Bid to Edoc Technologies (Re: District Clerk ARPA Grant Funds)

Motion by Commissioner Rousseau to approve Resolution #R-31-2021, awarding a bid to Edoc Technologies, Inc. for the District Clerk Digital Imaging and Preservation of Records – Project, funded by American Rescue Plan Act (ARPA) grant funds, in the amount not to exceed \$1,000,000 and authorized by County Judge to sign necessary documents; seconded by Commissioner Laubach.

Vote: Motion carried 4-0; it was so ordered.

11. Resolution #R-32-2021 Awarding Bid to Kofile Technologies (Re: County Clerk ARPA Grant Funds)

Motion by Commissioner Rousseau to approve Resolution #R-32-2021, awarding a bid to Kofile Technologies, Inc. for the County Clerk Indexing, Imaging and Preservation of Records Project, funded by American Rescue Plan Act (ARPA) grant fund, in the amount not to exceed \$1,000,000 and authorize the County Judge to sign necessary documents; seconded by Commissioner Chaney.

Vote: Motion to Table carried 4-0; it was so ordered.

12. Resolution #R-33-2021 Awarding Bid to Kofile Technologies (Re: County Clerk Archive Plan Funds)

Motion by Commissioner Rousseau to approve Resolution #R-33-2021 awarding a bid for Indexing, Imaging and Preservation of Records Project, budgeted expense in accordance with the County Clerk Archive Plan 2021-2022, to Kofile Technologies, Inc. not to exceed \$500,000, and authorize County Judge to sign contract for said work; seconded by Commissioner Laubach.

Vote: Motion carried 4-0; it was so ordered.

13. Resolution #R-34-2021 Awarding Bid to Teal Construction Company (Re: Downtown Anchor Project – County Courthouse Construction)

Motion by Commissioner Rousseau to approve selecting Teal Construction Company as the successful bidder for the Aransas County Downtown Anchor Project – County Courthouse Construction, subject to the review and approval of the Federal Emergency Management Agency (FEMA) granting permission for the County to proceed with the construction project when two, instead of three, bids were received; seconded by Commissioner Chaney.

Vote: Motion carried 4-0; it was so ordered.

Planning & Budget Office:

14. November 2021 Treasurer’s Report

Motion by Commissioner Chaney to approve the November 2021 Treasurer's Report; seconded by Commissioner Rousseau.

Vote: Motion carried 4-0; it was so ordered.

15. Cash Handling Policy

Motion by Commissioner Rousseau to approve the proposed Cash Handling Policy; seconded by Commissioner Laubach.

Vote: Motion carried 4-0; it was so ordered.

16. Fixed Assets Policy

Motion by Commissioner Laubach to approve the proposed Fixed Asset Policy; seconded by Commissioner Rousseau.

Vote: Motion carried 4-0; it was so ordered.

17. Fraud Detection Policy

Motion by Commissioner Chaney to approve the proposed Fraud Detection Policy; seconded by Commissioner Laubach.
Vote: Motion carried 4-0; it was so ordered.

18. Fund Balance Policy

Motion by Commissioner Chaney to approve the proposed Fund Balance Policy; seconded by Commissioner Rousseau.
Vote: Motion carried 4-0; it was so ordered.

19. Budget Line Item Transfers and Amendments

Motion by Commissioner Rousseau to approve Budget Line Item Transfers and Amendments; seconded by Commissioner Laubach. (There were none.)
Vote: Motion carried 4-0; it was so ordered.

20. Accounts Payable and Payroll/Payroll Liabilities

Motion by Commissioner Rousseau to approve Accounts Payable and Payroll/Payroll Liabilities; seconded by Commissioner Laubach. (Auditor Cockerham noted that included this time is a \$3M securities investment expenditure.)
Vote: Motion carried 4-0; it was so ordered.

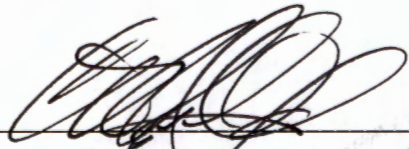
VIII. Reports from Commissioners, Elected Officials & Department Heads – No action will be taken –

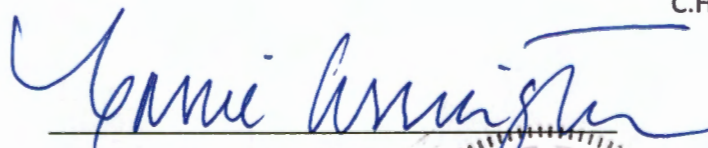
Commissioner Chaney:

- *Stated he went in to the hospital for a six hour procedure and he's been there almost two weeks.*
- *Complimented how nice Lewis Park is kept and thanked the Facilities Manager for its upkeep.*

IX. Adjournment

No further business presenting, the Court adjourned at 9:31 AM on a motion duly made by Commissioner Rousseau and seconded by Commissioner Laubach.


C.H. "Burt" Mills, Jr., County Judge


Carrie Arrington, Ex-Officio Clerk
of the Commissioners Court

