

Notice of Meeting and Agenda
October 24, 2023

Jeff R. Branick, County Judge
Vernon Pierce, Commissioner, Precinct One
Cary Erickson, Commissioner, Precinct Two
Michael S. Sinegal, Commissioner, Precinct Three
Everette "Bo" Alfred, Commissioner, Precinct Four



**NOTICE OF MEETING AND AGENDA
OF COMMISSIONERS' COURT
OF JEFFERSON COUNTY, TEXAS
October 24, 2023**

Notice is hereby given that the Commissioners' Court of Jefferson County, Texas, will meet at **10:30 AM**, on the **24th** day of **October 2023** in the Commissioners' Courtroom, 4th Floor, Jefferson County Courthouse, 1149 Pearl Street, Beaumont, Texas.

Said meeting will be a **Special** meeting for the purpose of transacting the routine business of the County. Persons with disabilities requiring auxiliary aids for services who wish to attend this meeting should contact the County Judge's Office to arrange for assistance.

In addition to the routine business of the County, the subject of said meeting will be the following:

NOTICE: Commissioner Pierce may attend and participate in this Commissioners Court Meeting via videoconference. A quorum of members of Commissioners Court and the presiding officer will be physically present for this meeting in the Commissioners' Courtroom, 4th Floor, Jefferson County Courthouse, 1149 Pearl Street, Beaumont, Texas. Commissioner Pierce shall be considered present for this meeting but shall be considered absent from any portion of the meeting during which audio or video communication with him is lost or disconnected. Commissioners Court will continue the meeting while Commissioner Pierce is absent.

Jefferson County has taken steps to minimize the exposure of COVID-19 by implementing the following steps to allow the public to view the Commissioner's Court meeting.

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The following options are available:

**View live with audio from the County Webpage:
https://co.jefferson.tx.us/comm_crt/commlink.htm**

Listen to audio by calling 347-973-4395, conference id 113569383# The court will also have a time for public comments at the beginning of the meeting. If you would like to speak at that time, please be on the phone call. The Court will allow public comments related to items on the agenda that day at the beginning of the meeting. Public comments will be limited to 3 minutes per person.

Please be mindful that the audio portion of this meeting will be of better quality from the website.

INVOCATION: Michael S. Sinegal, Commissioner, Precinct Three

PLEDGE OF ALLEGIANCE: Everette "Bo" Alfred, Commissioner, Precinct Four

PURCHASING:

- (a) Consider and approve award, execute, receive and file contract for Request for Proposal (RFP 23-052/MR) Janitorial Services for Jefferson County with Southeast Texas Building Services, Inc. for an annual total of \$488,716.00.

[Contract RFP 23-052 MR.pdf](#)

- (b) Consider and approve, execute, receive and file renewal for (IFB 11-054/AW) Term Contract for Snack and Drink Vending Machines for Jefferson County for a first one (1) year renewal with John Paul's Food Service, LLC from November 22, 2023 to November 21, 2024.

[Renewal \(IFB 11-054 AW\).pdf](#)

- (c) Consider and approve, execute, receive and file renewal for (IFB 19-047/YS) Term Contract for Liquid Soil Stabilizer for Jefferson County for a fourth and final one (1) year renewal with Base-Seal International, Inc. from November 8, 2023 to November 7, 2024.

[Renewal \(IFB 19-047 YS\).pdf](#)

- (d) Execute, receive and file renewal for (IFB 21-046/YS) Term Contract for Sheriff's Department Law Enforcement and Corrections Equipment and Uniforms for a second one (1) year renewal with Burgoon Company, Galls, LLC and TND Workwear Co., LLC from October 3, 2023 to October 2, 2024 with pricing increases due to manufacturer costs as shown in Attachment A.

[Renewal \(IFB 21-046 YS\) Burgoon Company.pdf](#)

[Renewal \(IFB 19-046 YS\) Galls.pdf](#)

[Renewal \(IFB 19-046 YS\) TND Workwear.pdf](#)

[Attachment A \(IFB 19-046 YS\).pdf](#)

- (e) Consider and approve, execute, receive and file an agreement (Agreement 23-070/MR) with Silktide for website monitoring services from November 1, 2023 to November 1, 2024 in the amount of \$2,400.00 in accordance with DIR Contract DIR-CPO-5116.

[Agreement 23-070 MR.pdf](#)

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(f) Consider and approve, execute, receive and file Change Order No. 2 for (IFB 23-005/JW) Jerry Ware Terminal and Aircraft Fire Fighting (ARFF) Station Rehabilitation with N & T Construction Company, Inc. for a total amount of \$6,552.00 for re-insulation of first floor ductwork and HVAC work on third floor associated with repositioning of unit; bringing the total contract amount from \$2,543,624.72 up to \$2,550,176.72. This change order does not increase the number of working days, with the substantial completion date remaining as November 4, 2023. This project is pursuant to Chapter 262, Texas Local Government Code, the County Purchasing Act and 2 CFR Sections 200.318 – 326; and 100% funded by the Federal Aviation Administration (FAA) Airport Improvement Program (AIP Grant #37).

[Change Order No. 2 \(IFB 23-005 JW\) N &T Construction-JBRA Jerry Ware-ARFF Rehab.pdf](#)

(g) Consider and approve, execute, receive and file Change Order No. 3 for (IFB 23-005/JW) Jerry Ware Terminal and Aircraft Fire Fighting (ARFF) Station Rehabilitation with N & T Construction Company, Inc. for a total amount of \$5,498.08 for sealing of existing duct work; bringing the total contract amount from \$2,550,176.72 up to \$2,555,674.80. This change order does not increase the number of working days, with the substantial completion date remaining as November 4, 2023. This project is pursuant to Chapter 262, Texas Local Government Code, the County Purchasing Act and 2 CFR Sections 200.318 – 326; and 100% funded by the Federal Aviation Administration (FAA) Airport Improvement Program (AIP Grant #37).

[Change Order No. 3 \(IFB 23-005 JW\) N &T Construction-JBRA Jerry Ware-ARFF Rehab.pdf](#)

COUNTY AUDITOR:

(a) Consider and approve FY 2023 budget transfer– Road & Bridge Pct. 4 – additional cost for road material.

114-0402-431-3001	ASPHALT	\$6,295.00	
114-0402-431-1028	LABORERS		\$6,295.00

[ccRoad & Bridge Pct4 -102423.pdf](#)

(b) Consider and approve FY 2023 budget transfer– Road & Bridge Pct. 3 – repairs to tractor.

113-0305-431-4018	ROAD MACHINERY	\$25,590.00	
113-0302-431-1009	FOREMAN		\$25,590.00

[ccRoad & Bridge Pct3 -102423.pdf](#)

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- (c) Consider and approve FY 2023 budget transfer – Engineering – additional cost for repairs.

115-0501-431-4008	AUTOMOBILES AND TRUCKS	\$3.00	
115-0501-431-3084	MINOR EQUIPMENT		\$3.00

[ccEngineering -102423.pdf](#)

- (d) Consider and authorize County Judge to execute closing documents for the purchase of home at 9842 Winzer Road as part Jefferson County’s Home Buyout program with Hurricane Harvey grant funds through the Texas General Land Office contract 20-066-036-C242.

- (e) Consider and approve County Judge to sign Letter of Reevaluation related to the environmental clearance on the Crane Bayou Pump Station/Generator Improvements project funded by the Harvey CDBG-DR grant with the Texas General Land Office.

[ccLetterOf Reevaluation -Environmental Clearance Crane Bayou-102423.pdf](#)

- (f) Consider and approve the Certified Roll Jurisdiction Summary Resolution for the tax roll for tax year 2023 for Jefferson County.

[ccResolution -Tax Roll2023 -102423.pdf](#)

- (g) Receive and file subrecipient agreement for American Rescue Plan Act Coronavirus State and Local Fiscal Recovery Funds with Land Manor, Inc.

[ccAgreement ARPAC with Land Manor Inc. -102423.pdf](#)

- (h) Receive and file Financial & Operating Statements – County Funds Only for the Month Ending September 30, 2023 (Unadjusted).

[September 2023 Monthly financials.pdf](#)

- (i) Regular County Bills – check #511191 through check #511407

[0511191_0511407.pdf](#)

TAX OFFICE:

- (a) Consider and possibly approve a Resolution recognizing Melanie Duhe for her 20 years of service to Jefferson County and to the citizens of Jefferson County and wishing her well in her retirement.

[Resolution -Melanie Duhe Retirement.pdf](#)

- (b) Consider and possibly approve a Resolution recognizing Michelle Mason for her 26 years of service to Jefferson County and to the citizens of Jefferson County and wishing her well in her retirement.

[Resolution -Michelle Mason Retirement.pdf](#)

VISITORS CENTER:

- (a) Consider and possibly approve Jefferson County Tourism Committee formally tabled Fall 2023 Hotel Occupancy Tax allocation recommendation.

	Requested	Recommendation
Lion Hearted Boxing		\$10,000
\$4,000		

COUNTY COMMISSIONERS:

- (a) Consider, possibly approve and authorize the County Judge to execute an Interlocal Agreement between the City of Port Arthur and Jefferson County Precinct No. 3, pursuant to Section 791.014, Texas Government Code.

[Port Arthur mosing and herbicideMaintenance Interlocal Agreement.pdf](#)
[Interlocal Agreement.pdf](#)

- (b) Consider, possibly approve, receive and file an Amended Order to add additional members to the Jefferson County Sexual Assault Response Team.

[2ND AMENDED ORDER FOR SART TEAM.pdf](#)

- (c) Consider, possibly approve and authorize the County Judge to execute a Clinical Facility Affiliation Agreement between Jefferson County and Texas A&M University, Corpus Christi.

[TAMUCC - Jefferson County Public Health Affiliation Agreement 10.16.2023-10.15.2028.pdf](#)

- (d) Consider, possibly approve, receive and file the Statement of Officer and Oath of Ken Dollinger as interim Justice of the Peace, Precinct No. 8.

[Statement and Oath Dollinger.pdf](#)

CRIME LAB:

- (a) Consider and possibly approve out of state travel for Memling Altamirano of the Crime Lab to assist with the ANSI National Accreditation Board (ANAB) assessment of the Albuquerque Police Department Crime Laboratory in New Mexico, April 14 – 19, 2024. Travel is funded by ANAB and at no cost to the County.

[Out of State Travel form - Crime Lab October 24th.pdf](#)

COUNTY TREASURER:

- (a) Consider and approve a \$68 wire transfer to Wells Fargo Securities for September, 2023 Safekeeping fees.

COUNTY AIRPORT:

- (a) Consider and possibly approve FY2024 TxDOT Routine Airport Maintenance Program (RAMP) Grant for the Jack Brooks Regional Airport. This grant will be used for the maintenance and improvement of airport pavements, signage, drainage, fencing, herbicides, hangars and terminal buildings. (This grant is a 90%/10% match, up to \$100,000).

[PDFMailer15013.pdf](#)

OTHER BUSINESS:

*****DISCUSSION ON ANY OTHER ITEM NOT ON AGENDA
WITHOUT TAKING ACTION.**

**Receive reports from Elected Officials and staff on matters of community
interest without taking action.**

Jeff R. Branick
County Judge