

**Special Session, November 30, 2009**

**BE IT REMEMBERED** that on **November 30, 2009**, there was begun and holden a Special Session of the Commissioners Court of Jefferson County, Texas, with the following members and officers present and participating except those absent as indicated:

ABSENT:

Honorable Ronald L. Walker, County Judge -

Commissioner Eddie Arnold, Commissioner Pct. No. 1

Commissioner Mark L. Domingue, Commissioner Pct. No. 2

Commissioner Michael Shane Sinegal, Commissioner Pct. No. 3

Commissioner Everette D. Alfred, Commissioner Pct. No. 4

Honorable G. Mitch Woods, Sheriff

Honorable Carolyn L. Guidry, County Clerk -

-the following proceedings were had and orders made, to-wit:



**NOTICE OF MEETING AND AGENDA  
OF COMMISSIONERS' COURT  
OF JEFFERSON COUNTY, TEXAS  
November 30, 2009**

Notice is hereby given that the Commissioners' Court of Jefferson County, Texas, will meet at **1:30 p.m.**, on the **30<sup>th</sup> day of November 2009** at its regular meeting place in the Commissioners' Courtroom, 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:

**Please join us for the Annual Lighting of the Christmas Tree  
November 30, 2009, 11:00 a.m., in the lobby of the New Courthouse Addition.**

**WORKSHOP: 2:00 P.M.-** Workshop presentation by the Southeast Texas Regional Airport and Sixel Consulting Group, Inc. to advise the Court of the current state of the Airline Industry and recent, ongoing, and future Commercial Air Service Development efforts and prospects.

**INVOCATION: Mark L. Domingue, Commissioner, Precinct No. 2**

**PLEDGE OF ALLEGIANCE: Michael S. Sinegal, Commissioner, Precinct No. 3**

**PURCHASING:**

1. Receive and file bids for IFB 09-164/KJS Hanger #7 Apron (Phase I) for the Southeast Texas Regional Airport.

Motion: Commissioner Sinegal

Second: Commissioner Arnold

Action: Approved

**SEE ATTACHED PAGES: 08 - 20**

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2. Approve Specifications for IFB 09-165/KJS Term Contract for Law Enforcement Uniforms for Jefferson County Sheriff's Department and County Correctional Facility.

Motion: Commissioner Sinegal  
Second: Commissioner Arnold  
Action: Approved

3. Approve Specifications IFB 09-169/KJS, Term Contract Gray Limestone (commonly referred to as 610 Base) for Jefferson County.

Motion: Commissioner Sinegal  
Second: Commissioner Arnold  
Action: Approved

4. Receive and File Change Order No. 1-Diamond K Equipment Inc. to contract IFB 09-076/KJS, Bridge Replacement on Gaulding Road at Bayou Din, for changes in roadside pipe sizes in amount of \$1,160.00, project funded from the ORCA Grant. This change brings the contract total from \$333,090.99 to \$334,250.99.

Motion: Commissioner Sinegal  
Second: Commissioner Arnold  
Action: Approved

**SEE ATTACHED PAGES: 21 - 22**

5. Consider and possibly approve Job Order Contract (JOC 09-160/KJS), with Weatherproofing Technologies, Inc., for revised renovations to the Jefferson County Clerk's Office in the amount of \$49,253.40. This is in accordance with TCPN Contract #R4812.

Motion: Commissioner Sinegal  
Second: Commissioner Arnold  
Action: Approved

6. Receive, and file Job Order Contract (JOC 09-160/KJS), with Weatherproofing Technologies, Inc., for revised renovations to the Jefferson County Clerk's Office in the amount of \$49,253.40. This is in accordance with TCPN Contract #R4812.

Motion: Commissioner Sinegal  
Second: Commissioner Arnold  
Action: Approved

**SEE ATTACHED PAGES: 23 - 25**

7. Consider and possibly approve Job Order Contract (JOC 09-163/KJS), with Weatherproofing Technologies, Inc., for repairs to Jefferson County Pct #3, Jade Avenue Service Center Compound due to Hurricane IKE in the amount of \$29,352.90. This is in accordance with TCPN Contract #R4812.

Motion: Commissioner Sinegal  
Second: Commissioner Arnold  
Action: Approved

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8. Receive and file Job Order Contract (JOC 09-163/KJS), with Weatherproofing Technologies, Inc., for repairs to Jefferson County Pct #3, Jade Avenue Service Center Compound due to Hurricane IKE in the amount of \$29,352.90. This is in accordance with TCPN Contract #R4812.

Motion: Commissioner Sinegal

Second: Commissioner Arnold

Action: Approved

**SEE ATTACHED PAGES: 26 - 45**

9. Consider and possibly approve disposition of salvage property as authorized by Local Government Code §263.151(1) for damaged property.

Motion: Commissioner Sinegal

Second: Commissioner Arnold

Action: Approved

10. Consider and possibly approve inter-department transfer of 1998 Chevrolet pickup truck (VIN# 1GCG29F4WE165392) from Precinct #1 Road and Bridge to Precinct #3 Road and Bridge as authorized by Local Government Code §262.011(j).

Motion: Commissioner Sinegal

Second: Commissioner Arnold

Action: Approved

**COUNTY COMMISSIONERS:**

11. Consider and possibly authorize a Resolution that the Department of Housing and Urban Development release the second round funding for Hurricane Ike recovery.

Action: Tabled

12. Consider and possibly adopt a Proclamation designating the year 2010 as National Census Year in Jefferson County.

Motion: Commissioner Alfred

Second: Commissioner Arnold

Action: Approved

**SEE ATTACHED PAGES: 46 - 47**

13. Consider authorizing the County Judge to execute a Quitclaim Deed to a 6.437 acre tract of land to the Beaumont Independent School District.

Motion: Commissioner Alfred

Second: Commissioner Arnold

Action: Approved

14. Consider and approve Social Services Block Grant Agreement with DETCOG for reimbursement of certain expenses related to Hurricane Rita.

Motion: Commissioner Alfred

Second: Commissioner Arnold

Action: Approved

**COUNTY AUDITOR:**

15. Consider and approve FY 2010 budget transfer – Justice of the Peace, Precinct 2 – extra help.

120-2043-412-1005	Extra Help	\$ 20,000	
120-2043-412-1002	Assistants and Clerks		\$ 20,000

Motion: Commissioner Sinegal  
Second: Commissioner Domingue  
Action: Approved

16. Consider and approve FY 2010 budget transfer – 252<sup>nd</sup> District Court – additional cost for monitors.

120-2037-412-3084	Minor Equipment	\$ 5,000	
120-2037-412-5014	Mental Examination		\$ 5,000

Motion: Commissioner Sinegal  
Second: Commissioner Domingue  
Action: Approved

17. Consider and approve FY 2010 budget transfer – 252<sup>nd</sup> District Court – education pay for Realtime Court Reporter.

120-2037-412-1095	Education Pay	\$ 5,500	
120-2037-412-2001	FICA	\$ 420	
120-2037-412-2002	Employees Retirement	\$ 812	
120-2037-412-5014	Mental Examination		\$ 6,732

Motion: Commissioner Sinegal  
Second: Commissioner Domingue  
Action: Approved

18. Consider and approve FY 2010 budget transfer – Juvenile Detention – software tool for cameras.

120-3064-424-6022	Capital – Furniture & Fixtures	\$ 5,000	
120-3064-424-4009	Building & Grounds		\$ 5,000

Motion: Commissioner Sinegal  
Second: Commissioner Domingue  
Action: Approved

19. Consider and approve FY 2010 budget transfer – Criminal District Court – education pay for Realtime Court Reporter.

120-2032-412-1095	Education Pay	\$ 5,500	
120-2032-412-2001	FICA	\$ 420	
120-2032-412-2002	Employees Retirement	\$ 812	
120-2032-412-5014	Mental Examination		\$ 6,732

Motion: Commissioner Sinegal  
Second: Commissioner Domingue  
Action: Approved

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20. Regular County Bills – check #332437 through check #332693 (11/23/2009).

Motion: Commissioner Sinegal  
Second: Commissioner Domingue  
Action: Approved

**SEE ATTACHED PAGES: 48 - 56**

21. Regular County Bills – check #332694 through check #332893 (11/30/2009).

Motion: Commissioner Sinegal  
Second: Commissioner Domingue  
Action: Approved

**SEE ATTACHED PAGES: 57 - 63**

**COUNTY CLERK:**

22. Receive and file No Objection Letter from U.S. Department of Justice under Section Five of the Voting Rights Act for Pre-clearance of Polling Location Changes for November 3, 2009, Constitutional Amendment Election.

Motion: Commissioner Domingue  
Second: Commissioner Arnold  
Action: Approved

**SEE ATTACHED PAGES: 64 - 65**

23. Consider and possibly approve expenditure from County Clerk's Records Management Fund for purchase of a laptop computer and software in the amount of \$1489.37 for use in processing documents generated by the misdemeanor arraignment docket.

Motion: Commissioner Domingue  
Second: Commissioner Arnold  
Action: Approved

**DISTRICT ATTORNEY:**

24. Request approval for Tom Maness, Criminal District Attorney, to attend the National District Attorneys Association's Conference on Investigation and Prosecution of Child Fatalities and Physical Abuse. The conference is to be held in Santa Fe, New Mexico, February 1-5, 2010. This is a budgeted item. The estimated cost is \$1,100.00.

Motion: Commissioner Alfred  
Second: Commissioner Sinegal  
Action: Approved

**HUMAN RESOURCES:**

25. Consider and possibly approve and receive and file revisions to the “Personnel Policies Practices and Procedures Manuel” for the following policies: **Introduction, Section 2-** Equal Employment Opportunity Policy, **Section 3-** Americans with Disabilities Act (ADA), **Section 4-** Employment, **Section 4.2-** Employment Process, behind **Section 4.6-** Application for Promotion or Transfer form( Attachment A), **Section 5/Section 5.1 –** Orientation, **Section 5. 7-** Progressive Discipline, **Section 6.2-** Infectious Diseases in the Workplace, **Section 7.2-** Non- Retaliation Policy, **Section 11.4-** Family Leave Act (FMLA), and **Section 13-** Retirement.

Motion: Commissioner Sinegal

Second: Commissioner Domingue

Action: Approved

**SEE ATTACHED PAGES: 66 - 103**

**SHERIFF’S DEPARTMENT:**

26. Consider and possibly approve Crime Laboratory Director Linda Johnson’s attendance at the Leadership Assessment Workshop for Forensic Science Managers sponsored by the Northeast Regional Forensic Institute and the National Institute of Justice in Albany, New York on February 18-19, 2010. This training is provided to selected attendees by the NIJ, including registration, airfare, and lodging.

Motion: Commissioner Domingue

Second: Commissioner Sinegal

Action: Approved

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

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Ronald L.Walker  
County Judge

Notice of Meeting and Agenda  
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**Special Session, November 30, 2009**

**There being no further business to come before the Court at this time,  
same is now here adjourned on this date, November 30, 2009.**