THE MINUTES OF THE SPECIAL MEETING ARE AS FOLLOWS:

THE STATE OF TEXAS ~ COUNTY OF GRIMES ~ BE IT REMEMBERED, that on this the 20th
day of September 2021 there was a Special Meeting of the Commissioners Court of Grimes
County, Texas held at 9:00 a.m. at the Grimes County Annex Building, 114 W. Buffington,
Anderson, Texas with the following members present:

County Judge, Joe Fauth III
Commissioner, Pct. #1, Chad Mallett
Commissioner, Pct. #2, David E. Dobyns
Commissioner, Pct. #3, Barbara Walker
Commissioner, Pct. #4, Phillip Cox

COUNTY JUDGE JOE FAUTH III

1. Call to order.

Judge Joe Fauth called the meeting to order at 9:00 a.m.

ROAD AND BRIDGE ENGINEER – HARRY WALKER

2. Consideration and award of annual contracts for 1) Mowing; 2) Culverts and 3) Tree
Trimming and Removal.

Road and Bridge Engineer Harry Walker opened bids last week and recommended using the
following companies based on their bids.

- Mowing – Wayne Pool LLC (Bid was divided by locations)
  Location A = $9,348
  Location B = $16,356
  Location C = $6,156
  Plus $85 per hour for extra services
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Motion by County Judge Joe Fauth to award mowing contract to Wayne Pool LLC and authorize the County Judge as signatory. Seconded by Commissioner Barbara Walker.  
IN FAVOR 4  OPPOSED 0  MOTION PASSED

- Culverts – Wilson Culverts

Motion by Commissioner Barbara Walker to award the culvert contract to Wilson Culverts and authorize the County Judge as signatory. Seconded by Commissioner David Dobyanski.  
IN FAVOR 4  OPPOSED 0  MOTION PASSED

- Tree Trimming and Removal – Brock Construction LLC. $125 per hour.

Motion by Commissioner Phillip Cox to award the tree trimming and removal contract to Brock Construction LLC and authorize the County Judge as signatory. Seconded by Commissioner Barbara Walker.  
IN FAVOR 4  OPPOSED 0  MOTION PASSED

3. Consideration and approval to allow a one-year extension to the annual contracts for 1) Flexible Base; 2) Fuel; 3) Contract Hauling; 4) Cold Mix; 5) Bridge Labor Construction.

Road and Bridge Engineer Harry Walker recommended allowing a one-year extension to the following contracts:

- Flexible Base – Frost Crushed Stone
- Fuel – Key Performance
- Contract Hauling – Heise Trucking LLC
- Cold Mix – Waller County Asphalt Inc.
- Bridge Labor – Neyland Bridge

Motion by Commissioner Barbara Walker to allow a one-year extension to the annual contracts for 1) Flexible Base; 2) Fuel; 3) Contract Hauling; 4) Cold Mix; 5) Bridge Labor Construction and authorize the County Judge as signatory. Seconded by Commissioner David Dobyanski.  
IN FAVOR 4  OPPOSED 0  MOTION PASSED


Road and Bridge Engineer Harry Walker recommended using Arcosa Lightweight Aggregate as a sole-source designation for chipseal projects in Grimes County.

Motion by Commissioner David Dobyanski to approve a sole-source designation for Arcosa Lightweight Aggregate. Seconded by Commissioner Barbara Walker  
IN FAVOR 4  OPPOSED 0  MOTION PASSED

GRIMES COUNTY HUMAN RESOURCES DIRECTOR – TALITTA COLEMAN

5. Review and take action to approve reclassification of Maintenance/Community service Coordinator.
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Human Resources Director Talitta Coleman presented an updated job description for the Facilities Director/Community Service Coordinator. A discussion was held on the proper title for this position as well as the correct pay grade for this position. Talitta Coleman had recommended changing this position to a Professional Grade 1 as opposed to a Department Head position because this person had a college degree, but the position does not require a college degree but is preferred. Professional Grade 1 requires state certification as well.

Motion by Commissioner Phillip Cox to approve reclassification of Facilities Director/Community Service Coordinator to Department Head III (3). Seconded by Commissioner David Dobyanski.
IN FAVOR 4  OPPOSED 0  MOTION PASSED

6. Review and take action to approve revised Grimes County Salary Structure.

Human Resources Director Talitta Coleman presented the court with a revised salary structure based on the approved budget for 2021-2022 which included a 5% Cost of Living Adjustment for all employees and a $3 per hour increase for all Law Enforcement. The ending salary range was increased by 5% for all hourly employees and $3 per hour for all Law Enforcement positions. The following changes were also made to the salary structure.

- Grade Level 1 = Removed Maintenance/Community Service, Livestock Officer (LE), and Librarian (LE), and added Building Maintenance/Custodian
- Grade Level 3 = Added Maintenance Clerk
- Grade Level 4 = Added Crime Victim Liaison
- Grade Level 5 = Added HR Assistant
- Grade Level 10 = Added R&B Area Superintendent
- LE Part Time = Added LE Livestock Officer and LE Librarian.
- LES = Removed DA Investigators
- Department Head II = Removed R&B General Superintendent and Maintenance/Community Service Coordinator and Job Descriptions.
- Department Head III = Added Facilities Director/Community Service Coordinator and the corresponding job description.
- Para-Professional II = Removed CV Case Worker/Investigator
- GF (Grant Funded) = Removed DA Caseworker/Investigator and CVC Liaison

Discussion: Road and Bridge Engineer Harry Walker made a request to adjust the starting salaries as well as the ending salaries by 5%. County Auditor Jessica Murphy stated that might be something the county can take a look at next budget year but unfortunately the county would not be able change it for this coming budget year.

Motion by County Judge Joe Fauth to approve the revised Grimes County Salary Structure with the adjustments made as discussed. Seconded by Commissioner David Dobyanski.
IN FAVOR 4  OPPOSED 0  MOTION PASSED

7. Adjourn.

Motion by Commissioner Barbara Walker to adjourn. Seconded by Commissioner David Dobyanski
IN FAVOR 4  OPPOSED 0  MOTION PASSED

County Judge Joe Fauth adjourned the Meeting at 9:48 a.m.