1. **APPROVAL OF MINUTES:** Recognize the minutes from the February 11, 2019 Potter County Commissioners' Court and the February 13, 2019 Special Commissioners' Court meeting.

The minutes from the February 11, 2019 Regular Commissioners' Court meeting and the February 13, 2019 Special Commissioners' Court meeting were so recognized.

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2. **VOUCHERS:** To consider and act upon the approval of the payment of vouchers processed by the County Auditor's office for the period of February 6, 2019 to February 20, 2019. [Hood]

Judge Tanner referenced Vouchers checks Nos. 184477-184697 and wire #1200-1205 in the total amount of $1,737,587.40.

MOTION was made by Commissioner Church: I move we approve the Vouchers as presented.
SECOND for discussion was made by Commissioner Murguia.
AYES: Commissioners Kelly, Murguia, Church, Vaughn and Judge Tanner.
NOES: None.
Motion carried by 5-0 vote. See Documentation

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3. **INSURANCE REPORT:** To recognize the insurance fund report. [Holland]

Kay Holland, Potter County Human Resources Director, spoke before Commissioners' Court.

The Insurance Fund Report was so recognized. See Documentation

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4. **TAX OFFICE:** To consider and act upon tax refunds for overpayment of taxes. [Aylor]

MOTION was made by Commissioner Murguia: I make a motion that we approve the overpayment of taxes as presented.
SECOND was made by Commissioner Kelly.
AYES: Commissioners Kelly, Murguia, Church, Vaughn and Judge Tanner.
NOES: None.
Motion carried by 5-0 vote. See Documentation

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5. **TREASURER'S REPORT:** To hear a report on the Monthly Treasurer's Report. [Jennings]

Leann Jennings, Potter County Treasurer, gave an explanation to Commissioners' Court.
See Documentation

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6. **ELECTIONS:**

A. To consider and approve Early Voting locations and hours for the May 4, 2019 General and Special Elections;
B. To consider and approve the appointment of officers for Central Counting Station for the May 4, 2019 General and Special Elections;
C. To consider and approve the Presiding Judge for Early Voting Ballot Board for the May 4, 2019 General and Special Elections;
D. To acknowledge the polling locations for the May 4, 2019 General and Special Elections;
E. To consider and approve Potter County Elections facilitating a Star Wars Election for children at the Discovery Center on May 4, 2019 (May the 4th be with you). [Huntley]

Melynn Huntley, Potter County Elections Administrator, gave an explanation to Commissioners' Court.

A. MOTION was made by Commissioner Church: I move we approve the Early Voting locations and hours for the May 4, 2019 General and Special Elections.
SECOND was made by Commissioner Vaughn.
AYES: Commissioners Kelly, Murguia, Church, Vaughn and Judge Tanner.
NOES: None.
Motion carried by 5-0 vote. See Documentation

B. MOTION was made by Commissioner Murguia: I make a motion that we approve the appointment of officers for Central Counting Station for the May 4, 2019 General and Special Elections as presented.
SECOND was made by Commissioner Kelly.
AYES: Commissioners Kelly, Murguia, Church, Vaughn and Judge Tanner.
NOES: None.
Motion carried by 5-0 vote. See Documentation

C. MOTION was made by Commissioner Murguia: I make a motion that we approve the Presiding Judge for Early Voting Ballot Board for the May 4, 2019 General and Special Elections.
SECOND was made by Commissioner Vaughn.
AYES: Commissioners Kelly, Murguia, Church, Vaughn and Judge Tanner.
NOES: None.
Motion carried by 5-0 vote. See Documentation

D. The polling locations for the May 4, 2019 General and Special Elections was so recognized.
See Documentation

E. MOTION was made by Commissioner Kelly: I move to approve the use of the equipment at the Discovery Center.
SECOND was made by Commissioner Murguia.
AYES: Commissioners Kelly, Murguia, Church, Vaughn and Judge Tanner.
NOES: None.
Motion carried by 5-0 vote.

7. **RETIREMENT**: To recognize the retirement of Mike Head, Facilities Maintenance Director, for 34 years of extraordinary service to Potter County. [Commissioners Court]

Mike Head, Potter County Facilities Maintenance Director, spoke before Commissioners' Court.

Commissioners' Court made a presentation to Mike Head. His retirement was so recognized.

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8. **COUNTY CLERK**: To recognize the completion of the required 20 hours of continuing education for 2018 as prescribed in §51.605 of the Texas Government Code. [Smith]

The Certificate of Completion of Continuing Education Hours for 2018 for the Potter County Clerk were so recognized. See Documentation

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9. **CERTIFICATE OF COMPLETION:** To recognize the Certificates of Completion for the Public Information Act and Open Meetings Act for Judge Walt Weaver, Judge County Court at Law No. 1. [Weaver, Smith]

The Certificates of Completion for the Public Information Act and Open Meetings Act for County Court at Law No. 1 Judge, were so recognized. See Documentation

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10. **SUBDIVISION PLAT APPROVAL:** To consider and act upon a subdivision plat prepared by Gresham & Associates Surveying for Jeffreys Addition, at Bushland, Texas, being a two-tract subdivision totaling 2.38 acres [Fowler, Dwayne Gresham, Gresham & Associates Surveying]

MOTION was made by Commissioner Church: I move that we approve this change in the subdivision plat.
SECOND was made by Commissioner Vaughn.
AYES: Commissioners Kelly, Murguia, Church, Vaughn and Judge Tanner.
NOES: None.
Motion carried by 5-0 vote. See Documentation

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11. **COUNTY COURT AT LAW # 1 JURISDICTION.** To act on a proposed resolution for amendment of section 25.1902 of the Texas Government Code to extend limited felony jurisdiction to Potter County Court at Law No. 1. [Judge Weaver]

Judge Walt Weaver, County Court at Law No. 1, gave an explanation to Commissioners' Court.

MOTION was made by Commissioner Church: I move we approve the resolution to extend limited felony jurisdiction to Potter County Court at Law No. 1.
SECOND was made by Commissioner Kelly.

AYES: Commissioners Kelly, Murguia, Church, Vaughn and Judge Tanner.
NOES: None.
Motion carried by 5-0 vote. See Documentation

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12. **TEXAS PANHANDLE CENTERS**: To consider and act upon the reappointment of Mr. Larry Adams to the TPC Board of Trustees for a two-year term beginning April 1, 2019. [Tanner]

MOTION was made by Commissioner Murguia: I make a motion that we approve reappointing Mr. Larry Adams to the TPC Board of Trustees for a two-year term.
SECOND was made by Commissioner Vaughn.
AYES: Commissioners Kelly, Murguia, Church, Vaughn and Judge Tanner.
NOES: None.
Motion carried by 5-0 vote. See Documentation

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13. **POTTER COUNTY GOVERNMENT DAY**: To hear an update on the 6th Annual Potter County Government Day scheduled for April 8, 2019. [Murguia]

Commissioner Murguia gave an update to Commissioners' Court on the 6th Annual Potter County Government Day. See Documentation

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14. **IT SERVER ROOM:** To hear an update on the Information Technology Server Room. [Murguia, Purrington]

Brandon Purrington, Potter County Information Technology Director, and Nicholas Wade, Potter County Assistant Facilities Maintenance Director, gave an update to Commissioners' Court on the IT Server Room.

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15. **FORMAL BID 1176-19 ROAD MATERIALS:** To consider and act upon awarding RFB 1176-19 Road Materials to list of vendors on the award recommendation sheet. [Ysaguirre, Lonning]

MOTION was made by Commissioner Murguia: I make a motion that we approve the Road and Bridge vendor recommendation.
SECOND was made by Commissioner Kelly.
AYES: Commissioners Kelly, Murguia, Church, Vaughn and Judge Tanner.
NOES: None.
Motion carried by 5-0 vote. See Documentation

16. **RFP 1179-19 ELEVATOR SERVICES:** To consider and act upon awarding Request for Proposal RFP 1179-19 Elevator Services to American Elevator. Contract term March 1, 2019 – February 28, 2022 with options to renew for 2 addition one-year contracts. [Wade, Lonning]

Nicholas Wade, Potter County Assistant Facilities Maintenance Director, spoke before Commissioners' Court.

MOTION was made by Commissioner Murguia: I make a motion that we approve the Request for Proposal 1179-19 Elevator Services to American Elevator.
SECOND was made by Commissioner Vaughn.
AYES: Commissioners Kelly, Murguia, Church, Vaughn and Judge Tanner.
NOES: None.
Motion carried by 5-0 vote. See Documentation

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17. **EQUIPMENT PURCHASE (CONSTABLE 2):** To consider and act upon the purchase of the following items from Watch Guard: Vista HD Camera bundle model number VIS-EXT-WIF-BUN, at a cost of $6,150.00 each. Funds Budgeted, General Fund. [Constable Estrada, Lonning]

MOTION was made by Commissioner Vaughn: I move to approve the equipment of the following items from Watch Guard: Vista HD Camera bundle model number VIS-EXT-WIF-BUN, at a cost of $6,150.00.
SECOND was made by Commissioner Murguia.
AYES: Commissioners Kelly, Murguia, Church, Vaughn and Judge Tanner.
NOES: None.
Motion carried by 5-0 vote. See Documentation

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18. **EMPLOYMENT ITEMS:** To consider and act upon the following employment items:

A. **ROAD AND BRIDGE:**

1. The employment of Roy "Sandy" Burkham as Maintenance Tech as a replacement for Sergio Pardo effective February 6, 2019. See Documentation

2. The employment of Seth Morgan as Maintenance Tech as a replacement for Joe Chavez effective February 25, 2019. [Reavis] See Documentation

B. **MAINTENANCE AND FACILITIES:**

1. The retirement of Mike Head as Director of Maintenance and Facilities effective February 28, 2019;
See Documentation

2. The transfer of Nicholas Wade from Assistant Director of Maintenance and Facilities to Director of Maintenance and Facilities effective March 1, 2019. See Documentation

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MOTION was made by Commissioner Kelly: I move to approve all employment items as stated.
SECOND for discussion was made by Commissioner Murguia.
AYES: Commissioners Kelly, Murguia, Church, Vaughn and Judge Tanner.
NOES: None.
Motion carried by 5-0 vote.

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19. **POTTER COUNTY PROJECTS:** To hear a report on various Potter County Projects and to take any action necessary. [Head]

Nicholas Wade, Potter County Assistant Facilities Maintenance Director, gave a report to Commissioners' Court on various Potter County projects.

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20. **JAIL REPORT**: To hear a report on the Potter County Detention Center and to take any action necessary.

Jail population of 529 (77 female; 0 Childress/Other) 65% felonies and 10% misdemeanors was given by Judge Tanner.

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21. **COUNTY INSURANCE ITEMS**: To consider and act upon any insurance claims, accidents, etc. against the County.

Chris Lonning, Potter County Interim Purchasing Agent, reported a claim on a Sheriff's vehicle.

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22. **CLOSED MEETING.** To convene a closed meeting pursuant to Texas Government Code section 551.071(1) to seek advice of counsel regarding pending or contemplated litigation. [Tanner]

Commissioners' Court went into Closed Meeting at 9:56 a.m. and returned to Open Session at 10:05 a.m.

No action was taken in Closed Meeting.

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23. **EXECUTIVE SESSION:** To hold an executive session, if necessary, on the above agenda items as allowed by Chapter 551, Texas Government Code.

No executive session was held.

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24. **AGENDA ITEMS**: To receive agenda items for the next Commissioners' Court.

No agenda items were given.

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County Judge Nancy Tanner adjourned the Potter County Commissioners' Court until 9:00 a.m., Monday, March 11, 2019, in the Potter County Commissioners' Courtroom at 500 S. Fillmore, Room 106, Amarillo, Texas.

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I attest that the above proceedings are the true and correct notes/minutes taken in my capacity as ex-official for the Commissioners' Court of Potter County.

Signed this the 25th day of February, 2019.

Julie Smith, Potter County Clerk

By: Stephnie Menke, Deputy