**POTTER COUNTY**

**COMMISSIONERS’ COURT AGENDA**

**JANUARY 28, 2013**

THE FOLLOWING MATTERS WILL COME BEFORE THE POTTER COUNTY COMMISSIONERS’ COURT ON MONDAY, JANUARY 28, 2013, AT 9:00 A.M**.** IN THE POTTER COUNTY COMMISSIONERS’ COURTROOM, LOCATED AT 500 S. FILLMORE, ROOM 106, AMARILLO, POTTER COUNTY, TEXAS.

**1. APPROVAL OF MINUTES**: Approval of the minutes from the January 14th, 2013, Potter County Commissioners’ Court meeting.

**2. BUDGET AMENDMENTS**: To consider and act upon the approval of budget amendments for the 2012-2013 budget year. [Hood]

**3. VOUCHERS**: To consider and act upon the approval of the payment of vouchers processed by the County Auditor’s office for the period of January 10th, 2013, through January 23rd, 2013. [Hood]

**4. TAX REFUNDS**: To consider and act upon refunds of over-payment of taxes. [Aylor]

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

**6. TREASURER’S OFFICE:** To recognize the following:

a. Treasurer’s Monthly Report

b. Quarterly Investment Report. [Jennings]

**7. COUNTY CLERK:** To recognize the completion of the required 20 hours of continuing education for 2012 as prescribed in Section 51.605 of the Texas Government Code. [Smith]

**8. DISTRICT CLERK:** To recognize the completion of statutory hours as required by Section 51.605 of the Texas Government Code. [Woodburn]

**9. COMMISSIONER-PRECINCT 3**: To recognize Certificates of Course Completion in Open Meetings Act and Public Information Act. [Church]

**10. SALARY GRIEVANCE COMMITTEE**: To consider and act upon the drawing of nine (9) members and nine (9) alternates for the Salary Grievance Committee for 2013, and recognize those drawn to serve. [Smith]

**11. AMENDED DEPARTMENTAL COMMISSIONER APPOINTMENTS**: To consider and act upon the appointment of Commissioner Murguia to the AgriLife-Extension Department.

**12. SHERIFF’S OFFICE-BUSHLAND ISD-CONTRACT:** To consider and act upon the Contract with the Potter County Sheriff’s Office and Bushland ISD for a School Resource Officer. [Thomas]

**13. TRAVEL POLICY-POTTER COUNTY EMPLOYEE HANDBOOK**: To consider and act upon proposed revisions to the County’s Travel Policy. [Ware, Murguia, Hood, Kemp]

**14**. **UTILITY EASEMENT-SOUTHWESTERN PUBLIC SERVICE (SPS)-BIVINS STADIUM SOUTH PARKING LOT**: To consider and act upon granting a utility easement to SPS on the Tri-State Fairgrounds to allow AISD to upgrade power service to an elevator located at Bivins Stadium, [Kemp]

**15. WRECKER SERVICES FOR NONCONSENT TOWING:**

a. To hear a report on the status of nonconsent towing services.

b. To authorize the Sheriff to act on behalf of the county to modify, terminate, or replace existing contracts or agreements regarding towing services. [Kemp]

**16. ELEVATOR MAINTENANCE CONTRACT:** To consider and act upon awarding an elevator maintenance contract to ThyssenKrupp Elevators for three years beginning February 1, 2013 and ending January 31, 2016. Contract terms and pricing as per TCPN Contract #R4679. [Head, Harder]

**17. EQUIPMENT PURCHASE:** To consider and act upon Elections Administration purchasing a HP Color Laserjet Copier/Printer from CDWG in the amount of $7,558.56. Will replace their current broken color copier/printer (PC#16500). Funds to be reimbursed by Chapter 19 state funds and printer to be purchased from DIR State Contract #DIR-SDD-1364. [Mathes, Harder]

**18. VEHICLE TRANSFER:** To consider and act upon transferring a 2008 Ford Crown Victoria (PC#18441) to the Purchasing Department to replace a 2002 Crown Victoria (PC#15827). [Page]

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

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

A. FACILITIES MAINTENANCE: The employment of Candy G. McCrary, Custodian I, effective 2/1/2013.

**21. EXECUTIVE SESSION-REAL PROPERTY-BIVINS STADIUM PARKING LOTS:**

a. To hold an executive session to deliberate the purchase, exchange, or value of real property where deliberation in open meeting would have a detrimental effect on the position of the County in negotiations with a third person, pursuant to Section 551.072, Tex. Gov. Code.

b. To take any action appropriate after the executive session. [Kemp]

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

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

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

**25. AGENDA ITEMS**: To receive agenda items for the next Commissioners’ Court.

THIS AGENDA NOTICE IS MADE IN ACCORDANCE WITH CHAPTER 551, TEXAS GOVERNMENT CODE, PROHIBITION OF GOVERNMENTAL BODIES FROM HOLDING MEETINGS WHICH ARE CLOSED TO THE PUBLIC, AS AMENDED. THE DOCUMENTATION FOR THIS AGENDA NOTICE IS AVAILABLE FOR THE PUBLIC’S INSPECTION IN EITHER OF THE FOLLOWING OFFICES: THE COUNTY JUDGE, THE COUNTY CLERK, THE COUNTY AUDITOR OR THE COUNTY PURCHASING AGENT’S OFFICE.

ARTHUR WARE

POTTER COUNTY JUDGE