**1. APPROVAL OF MINUTES**: Approval of the minutes from the June 24th, 2013, Potter County Commissioners’ Court meeting.

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MOTION was made by Commissioner Murguia: I make a motion that we accept the minutes as presented.

SECOND was made by Commissioner Vaughn.

AYES: Commissioners Kelly, Murguia, Church, Vaughn and Judge Ware.

NOES: None.

Motion carried by 5-0 vote.

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

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MOTION was made by Judge Ware: I approve.

SECOND was made by Commissioner Vaughn.

AYES: Commissioners Kelly, Murguia, Church, Vaughn and Judge Ware.

NOES: None.

Motion carried by 5-0 vote. See Documentation

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**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 June 20th, 2013, through July 2nd, 2013. [Hood]

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Commissioner Church, Judge Pro Tem, referenced Vouchers checks No. 149515-149742 and wire transfers #228-233 in the total amount of $1,916,959.12.

MOTION was made by Commissioner Vaughn: I move to approve.

SECOND for discussion was made by Commissioner Murguia.

AYES: Commissioners Kelly, Murguia, Church, Vaughn and Judge Ware.

NOES: None.

Motion carried by 5-0 vote. See Documentation

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

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Insurance Report was so recognized. See Documentation

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**5. RECOGNITION OF AWARD-JUSTICE OF THE PEACE PRECINCT 2:** To recognize that Justice of the Peace Nancy Bosquez was named Judge of the Year at the West Texas Justice of the Peace and Constables Association conference in April, 2013.

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Nancy Bosquez, Justice of the Peace Precinct 2, was so recognized for being named Judge of the Year. Judge Bosquez came before Commissioners’ Court with comment.

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**6. XCEL ENERGY-COMMUNITY ENERGY FORUM**: To consider and act upon a request from Xcel Energy to use the Santa Fe Auditorium in October, 2013 for a Community Energy Forum. [Hawthorne]

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Terry Hawthorne, Xcel Energy, came before Commissioners’ Court with an explanation and request.

MOTION was made by Commissioner Vaughn: I move to approve.

SECOND was made by Commissioner Kelly.

AYES: Commissioners Kelly, Murguia, Church, Vaughn and Judge Ware.

NOES: None.

Motion carried by 5-0 vote.

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**7. POTTER COUNTY INFORMATION TECHNOLOGY ROADMAP**: To recognize the IT roadmap. [Murguia, Patrick]

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Jason Patrick, Information Technology, came before Commissioners’ Court with an explanation.

Information Technology Roadmap was so recognized.

 See Documentation

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**8. SHERIFF’S OFFICE-FEE INCREASE**: To consider and act upon raising the civil process fee from $65.00 to $75.00 to stay consistent with Randall County. [Thomas]

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Sheriff Thomas came before Commissioners’ Court with an explanation.

MOTION was made by Judge Ware: I approve.

SECOND was made by Commissioner Vaughn.

AYES: Commissioners Kelly, Murguia, Church, Vaughn and Judge Ware.

NOES: None.

Motion carried by 5-0 vote.

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**9. UNITED WAY LOANED EXECUTIVE TRAINING**: To consider and act upon allowing Justice of the Peace, Precinct 4, to attend United Way’s loaned executive training at County expense. [Jones]

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MOTION was made by Commissioner Vaughn: I would move to approve the request for Justice of Peace 4 to attend the United Way’s loaned executive training.

SECOND was made by Commissioner Murguia.

AYES: Commissioners Kelly, Murguia, Church, Vaughn and Judge Ware.

NOES: None.

Motion carried by 5-0 vote.

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**10. EMERGENCY PREPAREDNESS-COUNTY COURTHOUSE**: To inform the public as to the availability of the Potter County Courthouse and other county buildings as necessary as a storm shelter, and to take any action necessary. [Kemp]

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Discussion was held. Commissioners’ Court reiterated that the Potter County Courthouse is not a designated storm shelter; however, it is open from 8-5, Monday through Friday, to the public.

No action was taken.

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**11. POTTER COUNTY PHASE III COMMITTEE**: To consider and act upon the following:

 a. recommendation from the committee to approve the conduct of a Justice System Analysis;

 b. recommendation from the committee to authorize a pre-approved consultant services budget.

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John Kiehl, Phase III Committee Communications Liaison, gave a report to Commissioners’ Court.

**A**. MOTION was made by Commissioner Murguia: I make a motion that we approve

 the committee recommendation to conduct a Justice System Analysis, funds to

 come from the Capital Funds line item in the amount of $32,000.00.

 SECOND was made by Commissioner Kelly.

 AYES: Commissioners Kelly, Murguia, Church, Vaughn and Judge Ware.

 NOES: None.

 Motion carried by 5-0 vote. See Documentation

**B**. MOTION was made by Commissioner Murguia: I make a motion that we authorize

 the committee to allocate $15,000.00 from the committee, for the consulting services

 that we will use during the Phase III process, funds to be depleted from the existing

 Purchase Order and the remaining from the Capital Funds line item not to exceed

 $15,000.00.

 SECOND was made by Commissioner Vaughn.

 AYES: Commissioners Kelly, Murguia, and Vaughn.

 NOES: Commissioner Church and Judge Ware.

 Motion carried by 3-2 vote. See Documentation

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**12. EQUIPMENT PURCHASE**: To consider and act upon the purchase of the following equipment for Information Technology. Funds to be used from capital equipment funds saved on other projects and transferred funds within Information Technology’s budget. [Harder, Patrick]

a. EdgeWave internet content filter from CDW-G in the amount of $19,500.00 from TCPN Contract #R5106.

b. Barracuda email message archiver from CDW-G in the amount of $18,500.00 from TCPN Contract #R5106.

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Jason Patrick, Information Technology, came before Commissioners’ Court with an explanation and request.

MOTION was made by Commissioner Murguia: I make a motion that we accept the purchase of Item A & B, the internet content filter and the barracuda email message archiver.

SECOND was made by Judge Ware.

AYES: Commissioners Kelly, Murguia, Church, Vaughn and Judge Ware.

NOES: None.

Motion carried by 5-0 vote. See Documentation

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**13. EQUIPMENT PURCHASE/REPAIR**: To consider and act upon the repair or replacement of a 2008 Dodge Charger (PC#18711) for Constable #2. [Harder, Jackson]

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Morice Jackson, Constable Pct. 2, came before Commissioners’ Court to answer any questions.

Commissioner Murguia clarified that the hail damage would not be repaired – just the engine at a cost of $6,600.00.

MOTION was made by Commissioner Murguia: I make a motion that we repair the vehicle to include a new engine in the amount of $6600.00 and funds to come out of Insurance Claims.

SECOND was made by Commissioner Kelly.

AYES: Commissioners Kelly, Murguia, Church, Vaughn and Judge Ware.

NOES: None.

Motion carried by 5-0 vote. See Documentation

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

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Mike Head, Facilities Maintenance Director, gave a projects report to Commissioners’ Court.

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**15. EXECUTIVE SESSION-PENDING LITIGATION:**

a. To hold an executive session to consult with the county attorney regarding the settlement of liquidated damage and retainage claims with Journeyman Construction on the Potter County Courthouse project, pursuant to Texas Government Code, Section 551.071 allowing a governmental body to conduct a private consultation with its attorney about a settlement offer.

b. To consider and act upon authorizing the County Attorney to schedule and participate in mediation with Journeyman Construction, and to take other action appropriate after the executive session.

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No Executive Session was held.

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

**A. INFORMATION TECHNOLOGY:** The retirement of Kathy Cumpston, operations supervisor, effective 7/1/13. See Documentation

**B. ELECTIONS ADMINISTRATION:** The transfer of Janna Miller from Elections to County Clerk’s office, effective 7/1/13.

 See Documentation

**C. ELECTIONS ADMINISTRATION:** The transfer and salary increase for Christy Benge, Deputy Clerk, effective 7/1/13.

 See Documentation

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MOTION was made by Commissioner Vaughn: I move that A, B and C actions be approved as written.

SECOND was made by Judge Ware.

AYES: Commissioners Kelly, Murguia, Church, Vaughn and Judge Ware.

NOES: None.

Motion carried by 5-0 vote.

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

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Jail population of 477 (99 of these being female) was given by Commissioner Church, Judge Pro Tem.

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

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No new insurance items were presented. See Documentation

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

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No additional Executive Session was held.

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

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No agenda items were given.

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Commissioner Church, Judge Pro Tem, adjourned the Potter County Commissioner=s Court until 9:00 a.m., Monday, July 22, 2013, 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 8th day of July, 2013.

 Julie Smith, Potter County Clerk

 By: Stephnie Menke , Deputy