

- 1. APPROVAL OF MINUTES:** Approval of the minutes from the October 13, 2014, Potter County Commissioners' Court meeting.

MOTION was made by Commissioner Church: I move we approve the minutes as presented.

SECOND was made by Judge Ware.

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

NOES: None.

Motion carried by 4-0 vote.

- 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 October 8, 2014, through October 22, 2014. [Hood]

Commissioner Vaughn, Judge Pro Tem, referenced Vouchers checks Nos. 158557-158842 and wire #450-454 in the total amount of \$2,022,411.01.

MOTION was made by Judge Ware: I approve.

SECOND was made by Commissioner Church.

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

NOES: None.

Motion carried by 4-0 vote.

See Documentation

- 3. BUDGET AMENDMENT:** To consider and act upon a budget amendment for the 2014-15 fiscal year. [Hood]

MOTION was made by Judge Ware: I approve.

SECOND was made by Commissioner Church.

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

NOES: None.

Motion carried by 4-0 vote.

See Documentation

- 4. TREASURER'S REPORT:** To recognize the following:
 - Monthly Treasurer's Report. [Jennings]
 - Quarterly Investment Report. [Jennings]

Leann Jennings, Treasurer, gave a report to Commissioners' Court.

The Monthly Treasurer's Report and the Quarterly Investment Report were so recognized.

See Documentation

5. **INSURANCE REPORT:** To recognize the insurance fund report. [Holland]
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The Insurance Report was so recognized. See Documentation

6. **CHAPTER 59 ASSET FORFEITURE REPORT:** To request the Auditor's office to audit the Chapter 59 funds for the 47th District Attorney and for the Sheriff as required by Article 59.06 of the Code of Criminal Procedures. [Hood]
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MOTION was made by Commissioner Church: I move that we request the Auditor's office to audit the Chapter 59 funds for the 47th District Attorney and for the Sheriff as required.

SECOND was made by Judge Ware.

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

NOES: None.

Motion carried by 4-0 vote. See Documentation

7. **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 report to Commissioners' Court on various County projects.

MOTION was made by Commissioner Church: I move that we offer the Fairgrounds to hire one of the three Engineering firms that TAC has recommended, and proceed from there.

SECOND was made by Judge Ware.

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

NOES: None.

Motion carried by 4-0 vote.

8. **RESOLUTION-TEXAS HOME AND HOSPICE CARE MONTH:** To consider and act upon adopting a resolution in support of November as "Home Care and Hospice Month." [Kemp]
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MOTION was made by Commissioner Church: I move that we approve the Resolution recognizing November as "Home Care and Hospice Month".

SECOND was made by Judge Ware.

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

NOES: None.

Motion carried by 4-0 vote. See Documentation

9. **FORMAL BID #1096-14:** To consider and act upon awarding Formal Bid #1096-14, Mobile Command Trailer, to North American Custom Specialty Vehicles, LLC, as the lowest responsive bid, in the amount of \$150,000.00. Funds to be used from Sheriff's Office forfeiture. [Harder, Thomas]

MOTION was made by Commissioner Kelly: I make a motion that we approve Formal Bid #1096-14 for the Mobile Command Trailer in the amount of \$150,000.00.

SECOND was made by Commissioner Church.

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

NOES: None.

Motion carried by 4-0 vote.

See Documentation

10. **FORMAL BID #1097-14:** To consider and act upon awarding Formal Bid #1097-14, Potter County Vehicles, to Caldwell Country Chevrolet, as the lowest responsive bid, in the amount of \$261,168.00. Funds budgeted in the 2014/2015 fiscal year. [Harder, Thomas]

MOTION was made by Judge Ware: I approve.

SECOND was made by Commissioner Vaughn.

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

NOES: None.

Motion carried by 4-0 vote.

See Documentation

11. **PROFESSIONAL SERVICES:** To consider and act upon approving a contract with Architexas for the design services for the Santa Fe Building terra cotta project. Funds budgeted for task 1 and 2 in the 2014/2015 budget year. This is an exemption from competitive bid as a professional service. [Harder, Head]

MOTION was made by Judge Ware: I approve.

SECOND was made by Commissioner Church.

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

NOES: None.

Motion carried by 4-0 vote.

See Documentation

- 12. EQUIPMENT REPAIR/REPLACE:** To consider and act upon replacing a laptop (PC#20014) that is unrepairable. Funds to be taken from the equipment repair and replacement. [Harder, Sims]
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MOTION was made by Commissioner Church: I move to replace the laptop PC#20014 that is unrepairable. Funds to be taken from the equipment repair and replacement.

SECOND for discussion was made by Commissioner Vaughn.

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

NOES: None.

Motion carried by 4-0 vote.

See Documentation

- 13. EQUIPMENT PURCHASE:** To consider and act upon the following:
- a. The purchase of a 2015 ATV for the Sheriff's Office in the amount of \$10,937.50 from Altus Motorsports. Funds budgeted in the 2014/2015 fiscal year. [Harder, Thomas]
 - b. The purchase of a server for Records Management in the amount of \$22,105.13 from Dell utilizing DIR Contract # DIR-SDD-1051. Funds budgeted in the Records Management Fund 2014/2015 fiscal year. [Harder, Hanna]
 - c. The purchase and installation of three boilers in the Santa Fe Building from Allen's Tri State Mechanical in the amount of \$49,285.24 from Potter County Contract #1047-12. Funds budgeted in the 2014/2015 fiscal year. [Harder, Head]
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MOTION was made by Judge Ware: I approve. (Items a, b and c)

SECOND was made by Commissioner Vaughn.

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

NOES: None.

Motion carried by 4-0 vote.

See Documentation

- 14. VEHICLE ADDITION:** To consider and act upon adding a forfeited vehicle to the County inventory for use by the Sheriff's Office in undercover operations. [Harder, Thomas]
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MOTION was made by Judge Ware: I approve.

SECOND was made by Commissioner Church.

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

NOES: None.

Motion carried by 4-0 vote.

- 15. WALNUT HILLS SUBDIVISION:** To consider and act upon establishing an additional route into Walnut Hills for emergency vehicles and other traffic. [Kelly]
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Carolyn Sparks, Walnut Hills resident, made a request to Commissioners' Court. Roger Cumpston and Sebastian Ysaguirre, Road and Bridge, spoke before Commissioners' Court.

No action was taken.

- 16. FORFEITURE FUND – CONSTABLE PRECINCT 2:** To consider and act upon creating a special fund for forfeitures shared by the Potter County Attorney for assistance in certain cases under Code of Criminal Procedure Chapter 18 and to establish a budget for these funds. [Jackson]
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Morice Jackson, Constable Pct. 2, gave an explanation to Commissioners' Court.

MOTION was made by Commissioner Church: I so move to approve. (to establish a fund in the general fund for receipt of forfeiture monies for Constable Precinct 2)

SECOND was made by Commissioner Kelly.

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

NOES: None.

Motion carried by 4-0 vote.

See Documentation

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

A. ELECTIONS ADMINISTRATION: The employment of Robbin Ramirez, Deputy Clerk effective 10/23/14. See Documentation

B. FACILITIES MAINTENANCE: The employment of Esther Marie Scheller, Custodian I, effective 11/1/14. See Documentation

C. FACILITIES MAINTENANCE: The employment of Wanda May Nelson, Custodian I, effective 11/1/14. See Documentation

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

SECOND was made by Judge Ware.

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

NOES: None.

Motion carried by 4-0 vote.

18. 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.

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

Jail population of 517 (96 female and none in Childress) was given by Commissioner Vaughn, Judge Pro Tem.

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

No insurance items were presented.

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

No agenda items were given.

Commissioner Vaughn, Judge Pro Tem, adjourned the Potter County Commissioners' Court until 9:00 a.m., Monday, November 10, 2014, in the Potter County Commissioners' Courtroom at 500 S. Fillmore, Room 106, Amarillo, Texas.

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 27th day of October, 2014.

Julie Smith, Potter County Clerk

By: Stephnie Menke, Deputy