

- 1. APPROVAL OF MINUTES:** Approval of the minutes from the November 10, 2014, and November 17, 2014, Potter County Commissioners' Court meetings.

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

SECOND was made by Judge Ware.

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

NOES: None.

Motion carried by 5-0 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 November 5, 2014, through November 18, 2014. [Hood]

Commissioner Church, Judge Pro Tem, referenced Vouchers checks Nos. 159099-159337 and wire #462-471 in the total amount of \$2,197,978.48.

MOTION was made by Judge Ware: I 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

- 3. BUDGET AMENDMENT:** To consider and act upon budget amendments for the 2013-14 fiscal year and the current 2014-2015 fiscal year. [Hood]

MOTION was made by Judge Ware: I approve.

SECOND was made by Commissioner Church.

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

NOES: None.

Motion carried by 5-0 vote.

See Documentation

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

The insurance fund report was so recognized.

See Documentation

5. TREASURER'S REPORT: To recognize the monthly treasurer's report. [Jennings]

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

The monthly Treasurer's report was so recognized.

See Documentation

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

Mike Head, Facilities Maintenance Director, gave a report on various County Projects to Commissioners' Court.

Pat Fitzpatrick, Fire/Rescue, spoke before Commissioners' Court in regards to the Fire Station #3 project.

MOTION was made by Commissioner Vaughn: I move that we devise a committee made up of the Court and strategic members of the County to look into the project and present to the Court and move forward with the design basis that will ultimately come back to the Court. The committee should consist of: 2 Fire/Rescue; Commissioners Vaughn and Church; County Auditor, Purchasing Agent, County Attorney; Information Technology; Facilities Maintenance. SECOND was made by Commissioner Church.

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

NOES: None.

Motion carried by 5-0 vote.

See Documentation

7. OFFICIAL BONDS-TERMS BEGINNING JANUARY 1, 2015: To approve, recognize, or take any other action necessary regarding the official bonds for elected officials as necessary for the following:

- a. County Judge
 - b. Judges, County Court at Law #1 & #2
 - c. County Treasurer
 - d. Justices of the Peace
 - e. District Clerk
 - f. County Clerk
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MOTION was made by Commissioner Vaughn: I move that we set the County Treasurer's bond at \$100,000.00 and approve it.

SECOND was made by Commissioner Kelly.

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

NOES: None.

Motion carried by 5-0 vote.

MOTION was made by Commissioner Vaughn: I move that we set the bond for the County Judge of Potter County at \$10,000.00.

SECOND was made by Commissioner Murguia.

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

NOES: None.

Motion carried by 5-0 vote.

District Clerk's and County Clerk's bonds were so recognized as being self-insured rather than bonded.

MOTION was made by Commissioner Murguia: I make a motion that we set the bond amount \$2500 for County Court at Law Judges, Justice of the Peace \$5000.00.

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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- 8. REPLACE INOPERABLE SCANNER IN THE JURY DEPARTMENT:** To consider and act upon the purchase of a Fujitsu Scanner fi-6130Z or fi-7160, as recommended by Judicial Systems Inc. (JSI) to work with the current jury system, to replace the current Canon Scanner DR 6010C, PC #20550. The cost of the Fujitsu Scanner is about \$900.00 compared to approximately \$2000.00 to purchase another Canon Scanner DR 6010C. Funds to come from the Repair and Replacement Account.
[Woodburn]

Caroline Woodburn, District Clerk, gave an explanation to Commissioners' Court.

MOTION was made by Commissioner Vaughn: I move approval of the purchase of the Fujitsu Scanner in the amount of \$900 from the Repair Replacement Account.

SECOND was made by Commissioner Kelly.

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

NOES: None.

Motion carried by 5-0 vote.

- 9. TAX OFFICE REFUNDS:** To consider and act upon a tax refund for over-payment of taxes. [Aylor, Hood]
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Sherry Aylor, Tax Assessor Collector, gave an explanation to Commissioners' Court.

MOTION was made by Commissioner Church: I move we approve the over-payment of taxes in the amount of \$5493.40 and refund that money.

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

- 10. POLICY UPDATES:** To consider and act upon updating policies for county-provided uniforms, vehicles and meals. [Hood, Kemp]
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MOTION was made by Judge Ware: I approve.

SECOND was made by Commissioner Church.

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

NOES: None.

Motion carried by 5-0 vote.

See Documentation

- 11. COUNTY ATTORNEY-VEHICLE REPLACEMENT:** To consider and act upon authorizing the replacement, with trade in, of certain vehicles beyond their useful life and authorizing the auditor to make appropriate budget transfers within the Hot Check and Forfeiture funds. [Brumley]
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County Attorney, Scott Brumley, gave an explanation to Commissioners' Court.

MOTION was made by Commissioner Kelly: I make a motion that we authorize \$30,000.00 for two vehicles, to come from the Hot Check and gambling fund.

SECOND was made by Judge Ware.

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

NOES: None.

Motion carried by 5-0 vote.

- 12. AUTHORIZATION TO OPEN SOFTWARE PURCHASE NEGOTIATION:** To consider and act upon a request and recommendation from the Local Data Advisory Board that the Court direct the Purchasing Agent to begin negotiations with the Texas Conference of Urban Counties, Inc., for the purchase of:
- a. TechShare.Prosecutor [Sims]
 - b. TechShare.Courts (for JP use only) [Jackson]

Randall Sims, District Attorney, Scott Brumley, County Attorney, and Gary Jackson, Justice of the Peace #3, made a request to Commissioners' Court.

Jason Patrick, Information Technology, spoke before Commissioners' Court.

MOTION was made by Commissioner Church: I move that we follow the recommendation of the Local Data Advisory Board and direct the Purchasing Agent to begin negotiations with the Texas Conference of Urban Counties on the TechShare.Prosecutor and TechShare.Courts.

SECOND was made by Judge Ware.

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

NOES: Commissioner Murguia.

Motion carried by 4-1 vote.

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- 13. DISTRICT CLERK AND COUNTY CLERK:** To consider and act upon authorizing the expenditure of \$82,000 from the District Clerk's Records Management and Technology Fund GC 51.317(1)(2) for IT to hire a programmer to facilitate creation of an in-house solution for Case Management for the District and County Clerk. [Woodburn]

Caroline Woodburn, District Clerk, and Julie Smith, County Clerk, gave a presentation to Commissioners' Court.

Jason Patrick, Information Technology, spoke before Commissioners' Court.

MOTION was made by Judge Ware: I approve.

SECOND was made by Commissioner Church.

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

NOES: None.

Motion carried by 5-0 vote.

14. 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.

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

Jail population of 482 (90 female, none in Childress) was given by Commissioner Church, Judge Pro Tem.

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

David Harder, Purchasing Agent, spoke of two incidents in regards to insurance items.

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

Commissioner Murguia requested that the LGC Agreement be placed on the agenda for the next Commissioners' Court meeting.

Commissioner Church, Judge Pro Tem, adjourned the Potter County Commissioners' Court until 9:00 a.m., Monday, December 8, 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 24th day of November, 2014.

Julie Smith, Potter County Clerk

By: Stephnie Menke, Deputy