

1. **APPROVAL OF MINUTES:** Approval of the minutes from the March 24, 2014, Potter County Commissioners' Court meetings.

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

SECOND was made by Commissioner Murguia.

AYES: Commissioners Kelly, Murguia, Church and Vaughn.

NOES: None.

Motion carried by 4-0 vote.

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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 March 19, 2014 through April 8, 2014. [Hood]

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Commissioner Vaughn, Judge Pro Tem, referenced Vouchers checks Nos. 154637-155079 and wire #358-362 in the total amount of \$3,021,902.28.

MOTION was made by Commissioner Church: I move we approve the vouchers.

SECOND for discussion was made by Commissioner Murguia.

AYES: Commissioners Kelly, Murguia, Church and Vaughn.

NOES: None.

Motion carried by 4-0 vote.

See Documentation

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

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Kay Holland, Human Resources Director, gave an explanation to Commissioners' Court.

The Insurance Report was so recognized.

See Documentation

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4. **FINANCIAL REPORT:** To recognize the Comprehensive Annual Financial Report for the fiscal year ended September 30, 2013.

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Kerry Hood, Auditor, gave an explanation to Commissioners' Court.

The Comprehensive Annual Financial Report was so recognized.

See Documentation

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5. **QUARTERLY BUDGET COMPARISON:** To recognize the 2<sup>nd</sup> quarter general fund comparison report for the FY13 and FY14.

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The Quarterly Budget Comparison was so recognized.

See Documentation

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**6. XCEL ENERGY RETRO-COMMISSIONING (RCx) PROGRAM:**

To hear a report from Xcel Energy Manager of Texas Energy Efficient Program and take the necessary action required to proceed forth with the Retro-Commissioning Program, [Kelly, Head, Whitson]

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Mike Head, Facilities Maintenance Director, gave an explanation to Commissioners' Court.  
Bryan Whitson, Xcel Energy, spoke before Commissioners' Court.

MOTION was made by Commissioner Kelly: I so move.

SECOND was made by Commissioner Murguia.

AYES: Commissioners Kelly, Murguia, Church and Vaughn.

NOES: None.

Motion carried by 4-0 vote.

See Documentation

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**7. RESOLUTION-CHILD ABUSE PREVENTION AWAREMENS MONTH:** To consider and act upon a Resolution declaring the month of April Potter County Child Abuse Prevention and Awareness Month. [Ingram]

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Darla Ingram, Child Protective Services; Joey Newsom, Potter-Randall County Board Chair; Tracy Baker, Preparation for Adult Living Coordinator; and Stephanie Swindell, Rainbow Room, came before Commissioners' Court.

MOTION was made by Commissioner Church: I move that we accept the resolution declaring the month of April Potter County Child Abuse Prevention and Awareness Month.

SECOND was made by Commissioner Murguia.

AYES: Commissioners Kelly, Murguia, Church and Vaughn.

NOES: None.

Motion carried by 4-0 vote.

See Documentation

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**8. SPECIALITY COURT – TEXAS GOVERNMENT CODE:** To consider and act upon authorizing the establishment of the SAFPF Re-Entry Court in Potter County as authorized by Chapter 121, Texas Government Code. [Easterling]

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Richard Bernal, Probation Officer, gave an explanation to Commissioners' Court.

MOTION was made by Commissioner Church: I move we authorize the establishment of the SAFPF Re-Entry Court in Potter County.

SECOND for discussion was made by Commissioner Murguia.

AYES: Commissioners Kelly, Murguia, Church and Vaughn.

NOES: None.

Motion carried by 4-0 vote.

See Documentation

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9. **ELECTIONS:** To consider and approve Order of Consolidated Polling Places, Order Establishing Early Voting Location and Judges, and Order Appointing Early Voting Ballot Board Presiding Judge for the May 27, 2014 Joint Primary Runoff Election. Also, acknowledge Central Counting Station Officer assignments for Election Night. [Huntley]
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Christy Bengel, Elections Administration Deputy, gave an explanation to Commissioners' Court.

MOTION was made by Commissioner Murguia: I make a motion that we approve the Order of Consolidated Polling Places, Order Establishing Early Voting Locations and Judges, and Order Appointing Early Voting Ballot Board Presiding Judge for the May 27, 2014, Joint Primary Runoff.

SECOND was made by Commissioner Vaughn.

AYES: Commissioners Kelly, Murguia and Vaughn.

NOES: Commissioner Church.

Motion carried by 3-1 vote.

See Documentation

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10. **PANHANDLE REGIONAL MUTUAL AID AGREEMENT:** To consider and act upon adopting a resolution authorizing the county's participation in the Panhandle Region Mutual Aid Agreement. [Kemp]
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Kevin Starbuck, Emergency Management Coordinator, gave an explanation to Commissioners' Court.

John Kiehl, PRPC, spoke before Commissioners' Court.

MOTION was made by Commissioner Church: I move we adopt the resolution authorizing the County's participation in the Panhandle Region Mutual Aid Agreement.

SECOND was made by Commissioner Kelly.

AYES: Commissioners Kelly, Murguia, Church and Vaughn.

NOES: None.

Motion carried by 4-0 vote.

See Documentation

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11. **TRISTATE FAIRGROUNDS – PROPERTY INSURANCE COVERAGE:** To hear a report on the status of property insurance claims on certain building on the Fairgrounds, and to take any action necessary. [Kemp]
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Mike Head, Facilities Maintenance Director, gave an explanation to Commissioners' Court. Those appearing before Commissioners' Court include: Gary Fletcher, Past President of Tri-State Fair Association; Steve Lapp, Willis of Texas; Grant Smith, PIA Insurance; Tim Koetting, Plains Building Inc; and Virgil Bartlett, General Manager Tri-State Fairgrounds.

MOTION was made by Commissioner Church: I move we table this issue and allow Tri-State Fairgrounds to hire their appraiser and then bring it back when that's done.

SECOND was made by Commissioner Kelly.

Commissioner Kelly withdrew SECOND.

Motion dies for lack of SECOND.

No action was taken on this item.

See Documentation

**12. FORMAL BID #1087-14 PAINTING AND SURFACE REFINISHING SERVICES:**

To consider and act upon the following:

- a. Allow the opening of a single bid.
- b. To award the contract to the single bidder contingent on the review and approval by the Facilities Maintenance Department. [Harder, Head]

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Mike Head, Facilities Maintenance Director, gave an explanation to Commissioners' Court.

- a. MOTION was made by Commissioner Murguia: I make a motion that we allow the approval of single bid #1087-14.

SECOND was made by Commissioner Kelly.

AYES: Commissioners Kelly, Murguia, Church and Vaughn.

NOES: None.

Motion carried by 4-0 vote.

See Documentation

- b. MOTION was made by Commissioner Church: I so move. (To approve the contract with Palmer Painting)

SECOND was made by Commissioner Murguia.

AYES: Commissioners Kelly, Murguia, Church and Vaughn.

NOES: None.

Motion carried by 4-0 vote.

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**13. LAND DONATION:** To consider and act upon the acceptance of a land donation from Crista Ministries. [Harder]

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MOTION was made by Commissioner Church: I move that we accept the land donation from Crista Ministries, the legal description being: TRACT #1: Lot Twelve (12) Block Ten (10), of Golden Acres, a Subdivision out of Section 45, Block 2 AB&M Survey, in Potter County, Texas, according to the plat thereof of record in Volume 695 at Page 617, or the Deed Records of said County; SAVE AND EXCEPT all oil, gas and other minerals in, on, and under said land as reserved, then turn around and try to sell the property.

SECOND was made by Commissioner Kelly.

AYES: Commissioners Kelly, Murguia, Church and Vaughn.

NOES: None.

Motion carried by 4-0 vote.

See Documentation

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**14. INSURANCE PREMIUMS:** To hear a report on insurance premiums for the period of May 1, 2014 through April 30, 2015, from Insurance Agent, Steve Lapp. To recognize the report and approve payment of invoices. [Harder, Lapp]

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Steve Lapp, Willis of Texas, gave a report to Commissioners' Court.

The Insurance Premium report was so recognized.

MOTION was made by Commissioner Murguia: I so move.

SECOND was made by Commissioner Vaughn.

AYES: Commissioners Kelly, Murguia, Church and Vaughn.

NOES: None.

Motion carried by 4-0 vote.

See Documentation

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- 15. VEHICLE TRANSFERS:** To consider and act upon the transfer of vehicles between various departments. [Harder]
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MOTION was made by Commissioner Kelly: I make a motion to approve the transfer of vehicles.

SECOND was made by Commissioner Murguia.

AYES: Commissioners Kelly, Murguia, Church and Vaughn.

NOES: None.

Motion carried by 4-0 vote.

See Documentation

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- 16. EQUIPMENT PURCHASES:** To consider and act upon purchasing
- a. A microfilm reader/scanner from Professional Document Systems in the amount of \$12,171.30. Funds budgeted in the 2013/14 Fiscal Budget Year. [Harder, Smith]
  - b. Two Argus thermal imaging cameras from DACO Fire Equipment in the amount of \$11,950.00. Funds budgeted in the 2013/14 Fiscal Budget Year. [Harder, Fitzpatrick]
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MOTION was made by Commissioner Kelly: I so move to approve both A & B and to include the budget transfers as necessary.

SECOND was made by Commissioner Vaughn.

AYES: Commissioners Kelly, Murguia, Church and Vaughn.

NOES: None.

Motion carried by 4-0 vote.

See Documentation

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- 17. STRUCTURAL ENGINEER:** To consider and act upon awarding a contract to Abrahamson & Associates Engineering with a not to exceed price of \$19,600.00, to evaluate the structural integrity of the Santa Fe Building as it relates to the elevator, modernization project. This contract is an exemption from competitive bidding as a professional service. {Harder, Head}
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Mike Head, Facilities Maintenance Director, gave an explanation to Commissioners' Court.

MOTION was made by Commissioner Church: I move we award the contract to Abrahamson & Associates Engineering not to exceed \$19,600.00, to evaluate the structural integrity of the Santa Fe Building in regards to the elevator modernization project.

SECOND for discussion was made by Commissioner Murguia.

AYES: Commissioners Kelly, Murguia, Church and Vaughn.

NOES: None.

Motion carried by 4-0 vote.

See Documentation

- 18. XCEL ENERGY REBATE PROGRAM:** To consider and act upon signing an agreement with Efficiency Energy Services to sponsor the County in the Xcel energy rebate programs for energy efficient building upgrades or construction undertaken on Potter County facilities. [Harder, Head]

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Bryan Whitson, Xcel Energy, spoke before Commissioners' Court.

Todd Jarvis, Efficiency Energy Services, spoke before Commissioners' Court.

MOTION was made by Commissioner Murguia: I approve the signing of an agreement with Efficiency Energy Services to sponsor Potter County in the Excel Energy program for energy efficient upgrades.

SECOND was made by Commissioner Kelly.

AYES: Commissioners Kelly, Murguia, Church and Vaughn.

NOES: None.

Motion carried by 4-0 vote.

See Documentation

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

**a. ROAD & BRIDGE:** The employment of Dakota Ratliff, Seasonal Maintenance Tech, effective April 14, 2014. See Documentation

**b. ROAD & BRIDGE:** The employment of Ted Moody, Summer Mower, effective April 14, 2014. See Documentation

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

SECOND was made by Commissioner Church.

AYES: Commissioners Kelly, Murguia, Church and Vaughn.

NOES: None.

Motion carried by 4-0 vote.

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- 20. COUNTY COMMISSIONER CONTINUING EDUCATION:** To recognize Commissioner Murguia's Education Certificate of Completion from County Judges & Commissioners Association of Texas, pursuant to Section 91.00025 of the Local Government Code. [Murguia]

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Certification of Completion was so recognized. See Documentation

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- 21. TAX OFFICE – SELL OF PROPERTY:**

a. To consider and act upon a request from the tax assessor/collector to sell multiple properties in a private sale. [Aylor]

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Sherri Aylor, Tax Assessor-Collector, came before Commissioners' Court to answer any questions.

MOTION was made by Commissioner Church: I move that we accept the sale of property in a private sale.

SECOND was made by Commissioner Murguia.

AYES: Commissioners Kelly, Murguia, Church and Vaughn.

NOES: None.

Motion carried by 4-0 vote.

See Documentation

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- 22. 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 stating that 3 out of 4 Warranty Claims with local contractors have been completed.

See Documentation

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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.
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No Executive Session was held.

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- 24. 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 539 (88 Female – 8 of those in Childress) was given by Commissioner Vaughn, Judge Pro Tem.

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- 25. COUNTY INSURANCE ITEMS:** To consider and act upon any insurance claims, accidents, etc. against the county.
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No insurance items were presented.

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- 26. AGENDA ITEMS:** To receive agenda items for the next Commissioners' Court.
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Future agenda items include: Sharyland Utilities donation funds and TIRZ Board of Directors appointment.

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Commissioner Vaughn, Judge Pro Tem, adjourned the Potter County Commissioner=s Court until 9:00 a.m., Monday, April 28, 2014, in the Potter County Commissioner= 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 14<sup>th</sup> day of April, 2014.

Julie Smith, Potter County Clerk  
By: Stephnie Menke , Deputy