

1. **APPROVAL OF MINUTES:** Recognize the minutes from the October 12, 2015 Potter County Commissioners' Court meeting.

The October 12, 2015, Commissioners' Court minutes were so recognized.

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 7, 2015 through October 21, 2015.
[Hood]

Judge Tanner referenced Vouchers checks No. 165031-165319 and wire #620-627 in the total amount of \$2,317,839.46.

MOTION was made by Commissioner Vaughn: I move that we approve the Vouchers as stated by the County Judge for this date.

SECOND was made by Commissioner Church.

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

NOES: None.

Motion carried by 5-0 vote.

See Documentation

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

The insurance report fund was so recognized.

See Documentation

4. **RETIREMENT BENEFITS - COUNTYCHOICE SILVER:** To consider and act upon renewing the County's participation in the CountyChoice Silver program for County retirees.
[Holland]

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

MOTION was made by Commissioner Church: I move that we approve the County's participation in the CountyChoice Silver program for County retirees.

SECOND for discussion was made by Commissioner Murguia.

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

NOES: None.

Motion carried by 5-0 vote.

See Documentation

5. TREASURER’S REPORT:

- a. To recognize the Monthly Treasurer’s Report. [Jennings]
- b. To recognize the Quarterly Treasurer’s Report. [Jennings]

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

The Monthly Treasurer’s Report and Quarterly Treasurer’s Report were so recognized.
See Documentation

6. RESOLUTION AMENDING AUTHORIZED REPRESENTATIVES TO TEXPOOL.
[Jennings]

Leann Jennings, Treasurer, gave an explanation to Commissioners’ Court.

MOTION was made by Commissioner Murguia: I make a motion that we approve the Resolution Amending Authorized Representatives to TexPool.

SECOND was made by Commissioner Vaughn.

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

NOES: None.

Motion carried by 5-0 vote. See Documentation

7. TOWN OF BUSH SUBDIVISION PLAT - RELEASE OF INTEREST IN UNDEVELOPED ROADS & ALLEYWAYS: To authorize the release of the road dedication in a portion of a tract designated as “Ninth Street” on the plat of Bushland. [Kemp]

MOTION was made by Commissioner Church: I so move we approve the release of interest in undeveloped roads, part of Ninth Street in the Town of Bush.

SECOND was made by Commissioner Vaughn.

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

NOES: None.

Motion carried by 5-0 vote. See Documentation

8. CENTER CITY: To consider and act upon the extension of “High Noon on the Square” from the last week in July to the first two weeks in August, 2016. [Duke, Tanner]

Beth Duke, Center City Executive Director, made a request to Commissioners’ Court.

MOTION was made by Commissioner Murguia: I make a motion that we approve the extension of “High Noon on the Square” from the last week in July to the first two weeks in August, 2016.

SECOND was made by Commissioner Kelly.

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

NOES: None.

Motion carried by 5-0 vote.

See Documentation

- 9. APPOINTMENT OF COMMISSIONERS TO DEPARTMENTS UNDER COMMISSIONERS' COURT:** To consider and act upon rotating the Commissioners to different departments under the Court and to appoint the County Judge over a department. [Tanner]
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MOTION was made by Judge Tanner: I make a motion that I am appointed over the IT Department for a six month trial run and see how it goes.

SECOND was made by Commissioner Kelly.

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

NOES: None.

Motion carried by 5-0 vote.

- 10. LOCAL GOVERNMENT CORPORATION:** To provide an update on the Local Government Corporation. [Murguia]
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Commissioner Murguia gave a Local Government Corporation update.

11. BISHOP RANCHES – PROPOSAL FOR COUNTY IMPROVEMENT OF ROADS:

- a. To hear the report of the County Clerk on the outcome of the election among record property owners to improve certain roads and assess the property owners with the cost.
 - b. If the proposition was approved by a majority of those voting, to order the improvements and assess the costs as provided in Chapter 253, Texas Transportation Code.
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- a. The ballot results were presented to Commissioners' Court by Julie Smith, Potter County Clerk.

- b. MOTION was made by Commissioner Church: I move that the Potter County Commissioners' Court approve the election on the Bishop Ranches improvement of their roads project, and that we approve the improvements on that road, and ask our Road & Bridge Department to commit, and ask the County Attorney to send the letter out.

SECOND was made by Judge Tanner.

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

NOES: None.

Motion carried by 5-0 vote.

See Documentation

12. FIRE STATION #3 - APPROVAL OF CONTRACT WITH GENERAL CONTRACTOR:

- a. To consider and act upon approving CIB Commercial Industrial Builders as general contractor for the Fire Station #3 project, and the written contract for the project.
- b. To approve the grocery list for the project and to add \$44,000.00 for IT/Data tower and \$42,000 for an SCBA compressor, with additional funds to come from Capital Projects.
- c. To take any other action necessary. [Kemp, Lake]

Pat Fitzpatrick, Fire/Rescue, and Mike Head, Facilities Maintenance Director, gave an explanation to Commissioners' Court.

- a. MOTION was made by Commissioner Church: I move that we approve the construction contract for Potter County Fire Station No. 3 to the lowest bid and the highest ranked bidder, Commercial Industrial Builders (CIB) including the base bid, Alternate #2. That bid total is \$1,682,527.00.

SECOND was made by Commissioner Vaughn.

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

NOES: Commissioner Murguia.

Motion carried by 4-1 vote.

- b. MOTION was made by Commissioner Vaughn: I make a motion to approve the current grocery list valued at \$255,312.00 and add grocery list items Category II Item #14 IT/Data Tower and Pad Accessories valued at \$44,000.00 and Category III Item #10 SCBA Compressor valued at \$42,000.00 with a revised grocery list total valued at \$341,312.00 with the additional funding to come from Capital Projects.

SECOND was made by Commissioner Church.

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

NOES: Commissioner Murguia.

Motion carried by 4-1 vote.

See Documentation

13. FIRE/RESCUE: To consider and act upon various grants and donations:

- a. Recognize a Grant from the Texas A&M Forest Service for rescue equipment in the amount of \$15,000.00. Matching funds will come from current budget;
 - b. Authorize acceptance of a grant from the Texas A&M Forest Service for \$200,000 for a large brush truck and appropriate additional funds necessary to purchase the truck;
 - c. Recognize a Donation from Amarillo Cotton Warehouse for \$15,000.00;
 - d. Authorize budget adjustments as needed. [Lake]
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Chief Richard Lake, Fire/Rescue, gave an explanation to Commissioners' Court.

- a. The Grant from the Texas A&M Forest Service was so recognized.
 - b. MOTION was made by Commissioner Vaughn: I make a motion to accept the grant from the Texas A&M Forest Service for \$200,000 for a large brush truck and appropriate the additional funds in the amount of \$43,754.00 from the Contingency Fund to cover remaining costs.
SECOND was made by Commissioner Murguia.
AYES: Commissioners Kelly, Murguia, Church, Vaughn and Judge Tanner.
NOES: None.
Motion carried by 5-0 vote. See Documentation
 - c. The Donation from Amarillo Cotton Warehouse was so recognized.
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14. INTERLOCAL AGREEMENT – CITY OF AMARILLO – LAW LIBRARY: To consider and at upon approval of an agreement with the City of Amarillo to establish the County Law Library at the Amarillo Public Library. [Kemp]

MOTION was made by Commissioner Murguia: I make a motion that we approve the agreement with the City of Amarillo to establish the County Law Library at the Amarillo Public Library.
SECOND was made by Commissioner Church.
AYES: Commissioners Kelly, Murguia, Church, Vaughn and Judge Tanner.
NOES: None.
Motion carried by 5-0 vote. See Documentation

15. JUSTICE STATUE: To consider and act upon placing the statue of Lady Justice, currently located in the old law library space, in a different location. [Kemp, Tanner]

MOTION was made by Commissioner Murguia: I make a motion that we approve placing the statue of Lady Justice, currently located at the old law library space, to the Jury Room.
SECOND was made by Commissioner Kelly.
AYES: Commissioners Kelly, Murguia, Church, Vaughn and Judge Tanner.
NOES: None.
Motion carried by 5-0 vote.

16. LAW LIBRARY AND ASSOCIATE JUDGE - COMPUTERS & RELATED EQUIPMENT:

- a. To authorize the relocation of two (2) computers from the law library to the attorney's lounge in the Courts Building.
- b. To authorize the acquisition or purchase of three (3) computers, and related equipment, for the Associate Judge for CPS, to be located in the space formerly occupied by the Law Library.
- c. To consider funding of the grocery list provided by Facilities for construction costs of court room. [Kemp]

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

Items a, b and c were passed.

See Documentation

17. SANTA FE BUILDING AUDITORIUM – POLICY FOR OUTSIDE RENTAL: To consider and act upon adopting a policy and procedure for renting the Santa Fe Auditorium for outside events. [Tanner, Kemp]

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

This item was passed.

18. INTERPRETER FEE: To consider invoices for interpreter fees that fall outside the current payment schedule of a daily amount in excess of \$100.00, as required by Article 38.30, Code of Criminal Procedure and to take any action necessary concerning the claims and/or schedule. [Kemp, Hood]

MOTION was made by Commissioner Church: I move we pay these interpretation bills as presented.

SECOND was made by Commissioner Vaughn.

AYES: Commissioners Murguia, Church, Vaughn and Judge Tanner.

NOES: Commissioner Kelly.

Motion carried by 4-1 vote.

See Documentation

19. INTERLOCAL AGREEMENT - ARMSTRONG COUNTY - DETENTION CENTER:

To consider and act upon approving an interlocal agreement with Armstrong County to hold Armstrong County jail inmates. [Thomas]

Sheriff Thomas gave an explanation to Commissioners' Court.

MOTION was made by Commissioner Vaughn: I move that we approve the Interlocal Agreement with Armstrong County to hold Armstrong County jail inmates at the rate of \$65/day.

SECOND was made by Judge Tanner.

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

NOES: None.

Motion carried by 5-0 vote.

See Documentation

20. NOVEMBER 2015 TEXAS HOME CARE & HOSPICE MONTH: To recognize and act upon a resolution observing this year's theme of "All Roads Lead to Home". [Tanner]

The Texas Home Care & Hospice Month Resolution was so recognized.

See Documentation

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

No County projects report was given.

22. VEHICLE INVENTORY: To consider and act upon adding a 2005 Ford Expedition (PC#16917) to the District Attorney's vehicle inventory without requiring them to turn in a replacement vehicle. This would increase the fleet size by one vehicle. [Sims, Purchasing]

Randall Sims, 47th District Attorney, gave an explanation to Commissioners' Court.

MOTION was made by Commissioner Vaughn: I move that we add a 2005 Ford Expedition (PC#16917) to the District Attorney's vehicle inventory without requiring them to turn in a replacement vehicle pursuant to adding the additional investigator.

SECOND was made by Commissioner Kelly.

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

NOES: None.

Motion carried by 5-0 vote.

See Documentation

23. EQUIPMENT PURCHASE: To consider and act upon the following:

- a. The purchase of a fusion splicer kit from CDWG in the amount of \$15,500.00 from contract #IPA Technology Solutions 130733. Funds budgeted in 2015/2016 budget. [Patrick, Purchasing]
- b. The purchase of two Walker MT-25 Mowers from Proffitts' Lawn & Leisure LTD in the amount of \$22,276.00 with a trade in value for PC#17185 and PC#17186 of \$5,100.00 for a total purchase price of \$17,176.00. Funds budgeted in 2015/2016 budget. [Ward, Purchasing]

Jason Patrick, IT Director, gave an explanation to Commissioners' Court.

- a. MOTION was made by Commissioner Murguia: I make a motion to approve the purchase of a fusion splicer kit from CDWG in the amount of \$15,500.00 from the contract #IPA Technology Solutions 130733.

SECOND was made by Judge Tanner.

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

NOES: None.

Motion carried by 5-0 vote.

See Documentation

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

- b. MOTION was made by Commissioner Vaughn: I move that we approve the purchase of two Walker MT-25 Mowers from Proffitts' Lawn & Leisure LTD in the amount of \$22,276.00 with a trade in value for PC#17185 and PC#17186 of \$5,100.00 for a total purchase price of \$17,176.00.

SECOND was made by Judge Tanner.

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

NOES: None.

Motion carried by 5-0 vote.

See Documentation

24. FORMAL BID AWARD: To consider and act upon awarding Formal Bid #1114-15 Pest Control Services to Orkin Pest Control as the lowest responsive bid. Funds budgeted in various accounts for the 2015/2016. Budget year. [Purchasing]

Matt Crandell, Purchasing Sr. Buyer, gave an explanation to Commissioners' Court.

Mike Head, Facilities Maintenance Director, spoke before Commissioners' Court.

Johnny Wiseman, Orkin Pest Control Account Representative, spoke to Commissioners' Court.

MOTION was made by Commissioner Murguia: I make a motion that we award the Formal Bid #1114-15 Pest Control Services to Orkin Pest Control as the lowest responsive bid and per the recommendation of the Purchasing Department. Funds budgeted in the various accounts for 2015-2016.

SECOND was made by Commissioner Vaughn.

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

NOES: None.

ABSTAIN: Judge Tanner.

Motion carried by 4-0-1 vote.

See Documentation

25. VEHICLE PURCHASE: To consider and act upon the following:

- a. The purchase of a 2016 Mack Dump Truck from Volvo & Mack Trucks of Waco in the amount of \$124,829.00 utilizing Buyboard Contract #430-13. Funds budgeted in the 2015/2016 budget year. [Ysaguirre, Purchasing]
 - b. The purchase of a 2016 Rosenbauer Fire Truck from Daco Fire Equipment in the amount of \$258,754.00 utilizing HGAC Contract #FS12-13. [Lake, Purchasing]
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MOTION was made by Commissioner Vaughn: I make a motion to approve the purchase of a 2016 Mack Dump Truck from Volvo & Mack Trucks of Waco in the amount of \$124,829.00 utilizing Buyboard Contract #430-13, and also the purchase of a 2016 Rosenbauer Fire Truck from Daco Fire Equipment in the amount of \$258,754.00 utilizing HGAC Contract #FS12-13.

SECOND was made by Commissioner Church.

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

NOES: None.

Motion carried by 5-0 vote.

See Documentation

26. RFQ 1115-115: To consider and act upon awarding Request for Qualifications #1115-15 Roofing Specification design services to Crenshaw Consulting Group, LLC as the highest evaluated firm and to approve the attached contract. Funds should be reimbursed by Texas Association of Counties as a part of May 2013 hail storm claim. [Head, Purchasing]

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

MOTION was made by Commissioner Murguia: I make a motion to authorize our Purchasing Department, our County Attorney, and our Facilities Director to negotiate a project fee with Crenshaw Consulting Group LLC.

SECOND was made by Commissioner Vaughn.

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

NOES: None.

Motion carried by 5-0 vote.

See Documentation

27. **RFQ 1116-15:** To consider and act upon awarding Request for Qualifications #1116-15 Fiber Optic Planning/Design Services to Manweiler Telecom Consulting, Inc. as the highest evaluated firm and to approve the attached contract. Funds budgeted in the 2015/2016 budget year.
[Patrick, Purchasing]

Jason Patrick, IT Director, gave an explanation to Commissioners' Court.

MOTION was made by Commissioner Murguia: I make a motion that we award the RFQ 1116-15 Fiber Optic Planning/Design to Manweiler Telecom Consulting, Inc. as per the highest evaluated firm and to approve the contract.

SECOND was made by Commissioner Kelly.

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

NOES: None.

Motion carried by 5-0 vote.

See Documentation

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

- a. **Records Management:** The transfer of Ronda Johnson from Indigent Defense to Records Management effective October 1, 2015. [Hanna]

See Documentation

- b. **Agrilife Extension Office:** The hiring of Mary Dawn Larson as Administrative Assistant effective October 26, 2015. [Gresham]

See Documentation

- c. **Maintenance and Facilities:** The hiring of Dora P. Gaitan as Custodian I as replacement for Lawrence Baca effective November 1, 2015. [Head]

See Documentation

- d. **I.T. Department:**

- i. The resignation of Brandon Putnam as Network Engineer effective October 16, 2015. [Patrick]

See Documentation

- ii. The hiring of Kirk Farkas as Network Engineer effective October 19, 2015. [Patrick]

See Documentation

- e. **Road and Bridge:**

- i. The resignation of Jerry Allison as Maintenance Tech for retirement effective October 8, 2015. See Documentation

- ii. The discharge of Dave Cruz as seasonal mower effective October 15, 2015. See Documentation

- iii. The discharge of Thomas Rodriguez as seasonal road crew effective October 15, 2015. See Documentation
- iv. The hiring of Oscar Ruiz as Maintenance Tech as replacement for Jerry Allison effective October 19, 2015. [Ysaguirre]
- v. See Documentation

MOTION was made by Commissioner Kelly: I make a motion to accept all.

SECOND was made by Commissioner Vaughn.

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

NOES: None.

Motion carried by 5-0 vote.

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

Jail population of 539 (95 female; 9 in Childress) was given by Judge Tanner. Sheriff Thomas reported 81% felonies/ 19% misdemeanors.

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

No insurance items were presented.

31. EXECUTIVE SESSION – PENDING LITIGATION:

- a. To hold an executive session to consult with the County Attorney regarding the settlement of warranty claims on the Potter County Courthouse project, pursuant to Texas Government Code §551.071 allowing a governmental body to conduct a private consultation with its attorney about a settlement offer.
 - b. To take any action appropriate after the execution session.
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Commissioners' Court went into Executive Session at 11:11 a.m. and returned to Open Court at 11:35 a.m. No action was taken in Executive Session.

No action was taken on this item.

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

Bishop Ranches Road Improvement Project:

Report from Road and Bridge

Policy from County Attorney

County Judge Nancy Tanner adjourned the Potter County Commissioners' Court until 9:00 a.m., Monday, November 9, 2015, 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 26th day of October, 2015.

Julie Smith, Potter County Clerk

By: Stephnie Menke, Deputy