

1. **RECOGNITION OF MINUTES:** Recognize the minutes from the November 9, 2015 and November 12, 2015 Potter County Commissioners' Court meeting.

The minutes from the November 9, 2015 and November 12, 2015 Potter County Commissioners' Court meetings 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 November 4, 2015 through November 18, 2015. [Hood]

Judge Tanner referenced Vouchers checks Nos. 165596-165843 and wire transfers #641-643 in the total amount of \$3,147,587.65.

MOTION was made by Commissioner Vaughn: I move that we approve of the Vouchers as noted for November 23rd as stated by the County Judge.

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

3. **BUDGET AMENDMENT:** To recognize the final budget amendments for the 2014-15 fiscal year as authorized on 9-14-2015. [Hood]

The Budget Amendments were so recognized.

See Documentation

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

Kay Holland, Human Resources Director, gave a report to Commissioners' Court.

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 report to Commissioners' Court.

The Monthly Treasurer's Report was so recognized.

See Documentation

- 6. TAX APPRAISAL:** To consider and act upon the approval of the Potter County Tax Roll for the 2016 tax year. [Aylor]

This agenda item should be for the 2015 tax year instead of the 2016 tax year.

Sherri Aylor, Tax Assessor Collector, gave an explanation to Commissioners' Court.

MOTION was made by Commissioner Church: I move we approve the Potter County Tax Roll for the 2015 tax year.

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. ELECTIONS:

- a. To hear a report from the Election Office on how Vote Centers functioned in the November 3 Election. [Huntley]
- b. To approve the 2016 Joint Primary Election Services Contract for the March 1 Primary Election. [Huntley]

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- a. A report on Vote Centers was given by Melynn Huntley, Elections Administrator.

See Documentation

- b. MOTION was made by Commissioner Murguia: I make a motion that we approve the 2016 Joint Primary Election Services Contract for the March 1 Primary Election.

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

- 8. CONSTABLE, PRECINCT #2-PURCHASE OF VEST:** To consider and act upon transferring \$800.00 from Equipment Repair and Maintenance to allow for the purchase of body armor. Vests in inventory are either outdated or incorrect size. [Estrada, Hood]

MOTION was made by Commissioner Vaughn: I move that we utilize the transfer of \$800.00 from Equipment Repair and Maintenance to allow for the purchase of body armor for Constable Precinct 2.

SECOND was made by Commissioner Kelly.

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

NOES: None.

Motion carried by 5-0 vote.

- 9. INTERLOCAL AGREEMENT ADDENDUM – TEXAS CONFERENCE OF URBAN COUTIES – TECHSHARE PROSECUTOR:** To consider and act upon approval of an addendum to the agreement with the Texas Conference of Urban Counties for 2016 and to authorize the County Judge to sign the agreement. [Brumley, Sims]

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

MOTION was made by Commissioner Church: I move that we approve the addendum to the agreement with the Texas Conference of Urban Counties for 2016 and authorize County Judge to sign the agreement on the Techshare Program.

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

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- 10. RESOLUTION – TEXAS INDIGENT DEFENSE COMMISSION:** To consider and act upon a resolution for the Indigent Defense Formula Grant Program. [Hood]

MOTION was made by Commissioner Murguia: I make a motion to approve the resolution for the Indigent Defense Formula Grant Program as presented to the Court.

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

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- 11. COMPUTER TERMINAL USAGE – ATTORNEY LOUNGE:** To consider and act upon the relocation of one computer terminal from the law library to the attorney lounge and to pay for one user subscription through Westlaw for use by attorneys. The funds will come from court costs. [Tanner]

MOTION was made by Commissioner Murguia: I make a motion to approve the relocation of one computer terminal from the law library to the attorney lounge and to pay for one user subscription through Westlaw and to be reevaluated in 3 months based on utilization of the user.

SECOND was made by Commissioner Kelly.

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

NOES: None.

Motion carried by 5-0 vote.

- 12. LOCAL GOVERNMENT CORPORATION:** To provide an update on the Local Government Corporation. [Murguia]

A Local Government Corporation update was given by Commissioner Murguia.

- 13. BISHOP RANCHES ROAD IMPROVEMENTS – ASSESSMENT PROCEDURE:** To consider and act upon providing the time, terms and conditions of payment and default of the assessment of property owners to benefit from road improvements in Bishop Ranches. [Murguia]

This item was passed.

- 14. POTTER COUNTY MEMORIAL STADIUM – LEASE CONTRACT – ACCEPTANCE OF IMPROVEMENTS:** To consider and act upon a recommendation in regard to recognizing required improvements in the Stadium.

MOTION was made by Commissioner Church: I move we approve and recognize the required improvements on the Potter County Memorial Stadium.

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

- 15. EQUIPMENT PURCHASE:** To consider and act upon purchasing four (4) Dell monitors from Dell Marketing in the amount of \$779.96 for the Justice of the Peace, Pct. 1. Funds to be used from the Justice of the Peace Technology Fund. [Horn, Purchasing]

MOTION was made by Commissioner Church: I move we purchase of four (4) Dell monitors from Dell Marketing in the amount of \$779.96 for the Justice of the Peace, Pct. 1.

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

- 16. EQUIPMENT DONATION:** To consider and act upon accepting the donation of surplus property per the attached list from the West Texas A&M University for use by the Potter County Sheriff's Office. The property will be used for training classrooms, offices, jail and firing range. These items will be transferred from WTAMU to the Sheriff's Office at no cost to us. [Coffee, Purchasing]
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MOTION was made by Judge Tanner: I make a motion that we accept the donation from WT to Sheriff's office.

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

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

No Potter County Projects report was given.

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

a. **I.T. Department:**

- i. The hiring of Lana Bracken as an Application Developer as replacement for Cliff Osburn effective November 17, 2015. [Patrick]

See Documentation

MOTION was made by Commissioner Kelly: I make a motion that we hire Lana Bracken.

SECOND was made by Commissioner Murguia.

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

NOES: None.

Motion carried by 5-0 vote.

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

Jail population of 561 (94 female; 19 in Childress) - 82% Felonies; 17.5% Misdemeanors

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

No insurance items were presented.

21. **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.

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

No agenda items were given.

Commissioner Church announced that a ground breaking for Fire Station 3 will be held on Thursday, December 3 at 1:00 p.m.

County Judge Nancy Tanner adjourned the Potter County Commissioners' Court until 9:00 a.m., Monday, December 14, 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 23rd day of November, 2015.

Julie Smith, Potter County Clerk

By: Stephnie Menke, Deputy