

1. **RECOGNITION OF MINUTES:** Recognize the minutes from the October 26, 2015 Potter County Commissioners' Court meeting.

---

The Commissioners' Court minutes from October 26, 2015, 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 21, 2015 through November 4, 2015. [Hood]

---

Judge Tanner referenced Vouchers checks Nos. 165320-165595 and wire #628-640 in the total amount of \$2,648,613.01.

MOTION was made by Commissioner Vaughn: I approve of the Vouchers as noted by the County Judge for the period of October 21 through November 4, 2015.

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

---

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

---

The insurance fund report was so recognized.

See Documentation

---

4. **COUNTY COURT AT LAW #1 – COMPUTER REPLACEMENT:** To consider and act upon authorizing the replacement of two computers with dual monitors and to transfer funds from Equipment Repair and Maintenance for a total of \$2,400.00. [Hood]

---

MOTION was made by Commissioner Vaughn: I move that we replace the computers as listed at \$2,400.00.

SECOND was made by Commissioner Kelly.

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

NOES: Commissioner Murguia.

Motion carried by 4-1 vote.

See Documentation

---

5. **INTERPRETER FEES:** To consider and act upon allowing the County Auditor to pay the interpreter fees as presented. [Hood, Tanner]

---

MOTION was made by Commissioner Murguia: I make a motion that we approve payment for the interpreter fees as presented.

SECOND was made by Commissioner Kelly.

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

NOES: Commissioner Church.

Motion carried by 4-1 vote.

See Documentation

---

- 6. TAX OFFICE – TRUSTEE SALES:** To consider and approve the private sale of property located at 1933 NW 17<sup>th</sup> Avenue in the amount of \$5,000.00 and to take any action necessary. [Aylor]
- 

MOTION was made by Commissioner Vaughn: I move that we approve of the private sale of property located at 1933 NW 17<sup>th</sup> Avenue in the amount of \$5,000.00.

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

---

- 7. POTTER-RANDALL COUNTY APPRAISAL DISTRICT – BOARD OF DIRECTORS:** To consider and act upon casting a ballot to elect five of the nominees presented by this Court and to pass a Resolution in support of the vote. [Childers, Tanner]
- 

MOTION was made by Commissioner Vaughn: I move that we cast the ballots to elect five of the nominees presented by this Court and to pass a Resolution in support of the vote.

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

---

- 8. PORTS-TO-PLAINS:** To hear from Michael Reeves from Ports-to-Plains and take any action necessary after the report. [Tanner]
- 

Michael Reeves, President- Ports-to-Plains, provided a report to Commissioners' Court.

See Documentation

---

- 9. LAW LIBRARY AND ASSOCIATE JUDGE – COMPUTERS & RELATED EQUIPMENT:**

- a. To consider and act upon the relocation of two (2) computers from the law library to the attorney's lounge in the Courts Building at a cost of \$\_\_\_\_\_.
- b. To consider funding of the grocery list provided by Facilities for construction costs of courtroom. [Kemp]

- a. This item was passed.

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

- b. MOTION was made by Judge Tanner: I make a motion that we consider funding of the grocery list provided by Mike this morning to include the money out of the account, \$16,000, and also \$7000 for the bench that we are having built.

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

---

- 10. SANTA FE BUILDING AUDITORIUM – USAGE POLICY:** To consider and act upon adopting guidelines for use of the Santa Fe Building Auditorium by outside groups. [Kemp, Tanner, Head]
- 

Leann Jennings, Treasurer, requested verification from Commissioners' Court.

MOTION was made by Commissioner Murguia: I make a motion to approve adopting guidelines for use of the Santa Fe Building Auditorium and the damage deposit fee of \$500.00 set.

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

---

- 11. TEXAS DEPARTMENT OF CRIMINAL JUSTICE; (TDCJ) – INTERLOCAL AGREEMENT-MENTAL HEALTH SERVICES:** To consider and act upon approving an interlocal agreement with TDCJ to conduct involuntary civil commitment hearings for certain offenders. [Kemp]
- 

Scott Brumley, County Attorney, gave an explanation to Commissioners' Court.

MOTION was made by Commissioner Kelly: I make a motion to approve the contract #696-HS-16-17-L089 for the Texas Department of Criminal Justice for the Interlocal Agreement – Mental Health Services.

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

---

- 12. REAL PROPERTY – AUTHORIZATION TO SELL:** To consider and act upon the desirability of selling County real property at 901 and 905 S. Jackson, Amarillo, and if the properties are to be sold, to designate the manner and means. [Kemp]

---

No action was taken on this item.

---

- 13. TRUANCY COURT:** To designate Justice of the Peace Precinct #1 as the Truancy Court for the County and to adopt a truancy policy pursuant to Chapter 25, Texas Education Code. [Kemp]

---

Judge Horn, Justice of Peace Precinct #1, came before Commissioners' Court to answer questions. Scott Brumley, County Attorney, spoke before Commissioners' Court.

MOTION was made by Commissioner Vaughn: I move that we designate Justice of the Peace Precinct #1 as the Truancy Court for the County and to adopt a truancy policy pursuant to Chapter 25, Texas Education Code.

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

---

- 14. SMOKING POLICY – COUNTY BUILDINGS:** To consider and act upon a revision to the County's "No Smoking" policy to include electronic cigarettes. [Tanner, Kemp]

---

MOTION was made by Commissioner Church: I move that we include the policy in the County's "No Smoking" policy to include electronic cigarettes.

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 the following:

- a. The purchase of one (1) thermal imaging camera from Daco Fire Equipment in the amount of \$6,330.00 (new) or \$5,400.00 (demo, if still available). Funds budgeted. [Fitzpatrick, Purchasing]
  - b. The purchase of one (1) Mekel Mach 5 Film Scanning System from The Crowley Company as sole source in the amount of \$58,880.00. Funds budgeted at \$69,000.00 between Records Management funds. [Hanna, Purchasing]
-

Pat Fitzpatrick, Fire/Rescue, gave an explanation to Commissioners' Court.

- a. MOTION was made by Commissioner Church: I move that we approve the purchase of (1) thermal imaging camera from Daco Fire, preferably the demo.

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

Sandra Hanna, Records Management, gave an explanation to Commissioners' Court.

- b. MOTION was made by Commissioner Murguia: I make a motion that we approve the purchase of the Mach 5 Film Scanning System from the Crowley Company as a sole source.

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

- 
- 16. RFQ 1115-15:** 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 part of the May, 2013 hail storm claim. [Head, Purchasing]

---

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

MOTION was made by Commissioner Vaughn: I make a motion to award the Request for Qualifications #1115-15 Roofing Specifications design services to Crenshaw Consulting Group, LLC as the highest evaluated firm and to approve the attached contract.

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. SURPLUS PROPERTY:** To consider and act upon approving the attached list of surplus property items, which are no longer useable, to be sold at auction. [Purchasing]

---

MOTION was made by Commissioner Murguia: I make a motion that we approve the surplus property items as presented to the Court which are no longer useable to the County.

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

- 18. 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 County Projects report on various County Projects to Commissioners' Court

---

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

a. **I.T. Department**

- i. The resignation of Cliff Osborn as Application Developer effective October 27, 2015. [Patrick]  
See Documentation

---

MOTION was made by Commissioner Kelly: I make a motion to approve.  
SECOND was made by Commissioner Vaughn.  
AYES: Commissioners Kelly, Murguia, Church, Vaughn and Judge Tanner.  
NOES: None.  
Motion carried by 5-0 vote.

---

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

---

Jail population of 550 (92 female, 4 in Randall County, 10 in Childress) was given by Judge Tanner. Judge Tanner also reported 79.25% of those are felonies and 17.7% are misdemeanors.

---

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

---

No insurance items were presented.

---

- 22. 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 needed.

---

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

---

Southern Independent Contract

---

\*\*\*\*\*  
County Judge Nancy Tanner adjourned the Potter County Commissioners' Court until 9:00 a.m., Monday, November 23, 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 9<sup>th</sup> day of November, 2015.

Julie Smith, Potter County Clerk

By: Stephnie Menke, Deputy