

1. **APPROVAL OF MINUTES:** Approval of the minutes from the January 26, 2015, Potter County Commissioners' Court meeting.

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

SECOND was made by Commissioner Vaughn.

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

NOES: None.

Motion carried by 5-0 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 January 21, 2015, through February 3, 2015. [Hood]

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Judge Tanner referenced Vouchers checks Nos. 160353-160582 and wire transfers #497-503 in the total amount of \$2,438,805.18.

MOTION was made by Commissioner Church: I move that we, Commissioners' Court, approve the vouchers as presented.

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

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

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The Insurance Report was so recognized.

See Documentation

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4. **TAX OFFICE:** To consider and act upon refunds for over-payment of taxes. [Aylor]

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Sherri Aylor, Tax Assessor/Collector, answered questions of Commissioners' Court.

MOTION was made by Commissioner Church: I move that we approve the refund of overpayment of taxes to Swisher Hygiene for \$14,470.48, Freedom Mortgage for \$7,738.07, and Phillips 66 Company for \$167,686.27.

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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5. **COUNTY CLERK:** To recognize the completion of the required 20 hours of continuing education for 2014 as prescribed in §51.605 of the Texas Government Code. [Smith]
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The completion of continuing education hours for the County Clerk was so recognized.

See Documentation

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6. **INTERLOCAL AGREEMENT – PRPC – POTTER COUNTY:** To consider and act upon an Interlocal Corporation Agreement between the Panhandle Regional Planning Commission and Potter County for the use of an electronic warrant transaction program (PEWS). [Tanner, Kiehl]
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John Kiehl, PRPC, gave an explanation to Commissioners' Court.

MOTION was made by Commissioner Murguia: I make a motion that we approve the Interlocal Cooperative Agreement between PRPC and Potter County for the use of an electronic warrant transaction program (PEWS).

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

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7. **CRMWA:** To recognize CRMWA's process of purchasing right of way for a project currently called CRMWA II. It is a new 54" groundwater transmission line that will run from their wellfield in Roberts County to our Amarillo Regulating Reservoir at NE 24th and the Fritch Highway. Final design is scheduled to begin in 2020 with project completion 2 or 3 years later. [Satterwhite] (Canadian River Municipal Water Authority)
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Kent Satterwhite, General Manager of Canadian River Municipal Water Authority, gave an explanation to Commissioners' Court regarding the CRMWA process.

CRMWA's process of purchasing right of way for a current project was so recognized.

8. **CENTER CITY:** To consider and act upon allowing Center City to use the courthouse lawn for High Noon on the Square from June 3<sup>rd</sup> – July 29, 2015. [Tanner, Duke]
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Beth Duke, Center City, made a request to Commissioners' Court.

MOTION was made by Commissioner Church: I move we approve the use of our Courthouse lawn for High Noon on the Square for 2015.

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

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9. **RESOLUTION-VICTIM ASSISTANCE PROGRAM:** To consider and act upon authorizing Judge Tanner to execute an application for federal assistance to be submitted to the Office of the Governor, Criminal Justice Division, for the continuation of the Victim Assistance Program of Potter County. [Loveday] added 1/28/14
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Brenda Loveday, Victim Assistance Coordinator for Potter County, gave an explanation to Commissioners' Court.

MOTION was made by Commissioner Vaughn: I move that we authorize Judge Tanner to execute an application for federal assistance to be submitted to the Office of the Governor, Criminal Justice Division, for the continuation of the Victim Assistance Program for Potter County.

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

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10. **RECOMMENDATION TO PURCHASE LIVESCAN DEVICE:** To consider and act upon a recommendation from the Local Data Advisory Board (LDAB) that the county purchase a fingerprint capture device, commonly referred to as a "livescan" device, to replace the obsolete device located in the Potter County Courthouse. (Asst. CA Overstreet, Chief Deputy Johnson).
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Wade Overstreet, Assistant Potter County Attorney, and Chief Johnson, Potter County Sheriff's Office spoke before Commissioners' Court.

MOTION was made by Commissioner Church: I move that the County purchase a fingerprint capture device, commonly referred to as “livescan”, to replace the obsolete device located at the Potter County Courthouse, using contingency funds limited to \$30,000.

SECOND was made by Commissioner Vaughn.

AYES: Commissioners Church, Vaughn and Judge Tanner.

NOES: Commissioners Kelly and Murguia.

Motion carried by 3-2 vote.

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- 11. APPOINTMENT OF ELECTION ADMINISTRATOR AS CONTRACTING AGENT:** To consider and act upon the appointment of Melynn Huntley, Potter County Elections Administrator, as the county’s contracting agent, pursuant to §262.001(a)(3) of the Texas Local Government Code, for the purpose of leasing the county’s voting equipment to local political subdivisions participating in future elections, as required by §123.032 of the Texas Election Code. (Huntley, Overstreet)
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MOTION was made by Commissioner Murguia: I make a motion that we approve the appointment of Melynn Huntley, Potter County Elections Administrator, as the County’s contracting agent for the purpose of leasing the County’s voting equipment to local political subdivisions participating in future elections.

SECOND was made by Commissioner Vaughn.

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

NOES: None.

Motion carried by 5-0 vote.

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- 12. POTTER-RANDALL APPRAISAL DISTRICT – BOARD VACANCY:** To consider and take action up filling a vacancy on the board of directors of the Appraisal District Board. [Childers, Kemp]
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Passed until the next Commissioners’ Court meeting on February 23, 2015.

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- 13. EQUIPMENT REPAIR/REPLACE:** To consider and act upon replacing the following equipment using the equipment repair/replace account. All equipment is beyond repair and will be turned in to be sold at auction.

- a. A Dewalt Pressure washer to be purchased from Home Depot in the amount of \$655.94.
- b. A Toro Walk Behind Snow Thrower to be purchased from Proffitts Lawn and Leisure in the amount of \$1,784.99.

- c. A snow blower attachment for a riding lawn mower to be purchase from Proffitts Lawn and Leisure in the amount of \$2,050.00. [Harder, Ward]

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MOTION was made by Commissioner Vaughn: I move we approve replacing the following equipment (items a-c) using the equipment repair/replacement account. All equipment is beyond repair and will be turned in, to be sold at auction.

SECOND was made by Commissioner Kelly.

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

NOES: Commissioner Murguia.

Motion carried by 4-1 vote.

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- 14. EQUIPMENT PURCHASE:** To consider and act upon purchasing a Dell EqualLogic Server in the amount of \$49,089.29 from Dell Marketing utilizing DIR Contract # DIR-SDD-1951. Funds to be used from recently approved state grant. [Harder, Patrick]
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Jason Patrick, Information Technology Director, gave an explanation to Commissioners' Court.

MOTION was made by Commissioner Murguia: I make a motion that we approve purchasing a Dell Equal Logic Server in the amount of \$49,089.29 from Dell Marketing utilizing DIR Contract #SDD-1951, funds to come from state grant.

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

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- 15. EQUIPMENT PURCHASE:** To consider and act upon purchasing a radio tower and networking equipment from Tower Service Company in the amount of \$16,011.86 for increased connectivity to the Justice of the Peace, Precinct 3 building. Funds to be used from the Justice of the Peace Technology Fund. [Harder, Patrick, Jackson]
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Jason Patrick, Information Technology Director, and Gary Jackson, Justice of the Peace Pct. 3, spoke before Commissioners' Court.

MOTION was made by Commissioner Church: I move we allow the purchase of a radio tower and networking equipment from Tower Service Company in the amount of \$16,011.86, using funds from the Justice of the Peace Technology Fund.

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

**16. INSURANCE EQUIPMENT PURCHASE:** To consider and act upon purchasing the following equipment for Constable #3 as the result of the insurance loss.

- a. A front partition in the amount of \$669.99 from Galls.
- b. The Copsync system that includes a camera system, computer and mounting hardware from Copsync in the amount of \$9,651.25.

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Mike Duval, Constable Pct. 3, spoke before Commissioners' Court.

MOTION was made by Commissioner Vaughn: I make a motion to allow the purchasing of equipment for Constable #3 as a result of insurance loss, item a & b as stated, funding to come from the Insurance Fund.

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

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**17. SCOPE OF WORK:** To consider and act upon approving the attached scope of work in order to obtain a proposal from Architexas to continue project development for County buildings. [Strategic Planning Committee]

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MOTION was made by Commissioner Kelly: I so move (to give David Harder, Purchasing Agent, the authority to obtain proposals from Architexas).

SECOND was made by Judge Tanner.

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

NOES: Commissioner Church.

Motion carried by 4-1 vote.

See Documentation

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**18. 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 County Projects report to Commissioners' Court.

See Documentation

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

a. **ROAD & BRIDGE DEPARTMENT:**

2. The transfer of Sebastin Ysaguirre as a replacement for Roger Cumpston effective January 16, 2015 as Road & Bridge Administrator.
3. The transfer of Donald Reavis as a replacement for Sebastin Ysaguirre as Operations Manager.
4. The transfer of Eddie Franks as a replacement for Donnie Reavis effective January 16, 2015 as Road Foreman.
5. The transfer of Amador Jaramillo as a replacement for Eddie Franks effective January 16, 2015 as Crew Leader.

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Sebastin Ysaguirre, Road and Bridge Administrator, came before Commissioners' Court to answer any questions.

MOTION was made by Commissioner Church: I move to approve the employment items as presented.

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

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**20. 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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**21. 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 512 (97 female and none in Childress) was given by Judge Tanner.

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

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Requested agenda item: Amarillo Potter Randall Appraisal District Board

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

Julie Smith, Potter County Clerk

By: Stephnie Menke, Deputy