

1. **APPROVAL OF MINUTES:** Approval of the minutes from the March 9, 2015 Potter County Commissioners' Court meeting.

Commissioner Murguia requested Agenda Item #10 reflect the reason she abstained from voting for the motion was due to lack of adequate information.

MOTION was made by Commissioner Kelly: I make a motion to approve the minutes as corrected.

SECOND was made by Commissioner Murguia.

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 March 4, 2015 through March 18, 2015. [Hood]

Judge Tanner referenced Vouchers checks Nos. 161131-161390 and wire transfers #521-526 in the total amount of \$2,161,628.02.

MOTION was made by Commissioner Church: I move we pay the vouchers as presented.

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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3. **MONTHLY TREASURER REPORT:** To recognize the monthly treasurer report. [Jennings]

The Monthly Treasurer's report was so recognized. See Documentation

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

The insurance report was so recognized.

See Documentation

5. **FINANCIAL REPORT:** To recognize the Comprehensive Annual Financial Report for the fiscal year that ended September 30, 2014. [Hood]

The Financial Report was so recognized.

See Documentation

6. **TAX OFFICE:** To consider and act upon a tax refund for over-payment of taxes. [Aylor, Hood]

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

MOTION was made by Commissioner Murguia: I make a motion that we approve the refund to Linde Gas North America in the amount of \$3,562.54.

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. **DISTRICT CLERK'S OFFICE:** To consider and act upon transferring the part-time position currently in the Jury budget to the District Clerk's budget to assist with the workload created by e-filing. [Hood, Woodburn]

MOTION was made by Commissioner Church: I move we approve transferring the part-time position currently in the Jury budget to the District Clerk's budget.

SECOND was made by Commissioner Vaughn.

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

NOES: None.

Motion carried by 5-0 vote.

8. **TEXAS ASSOCIATION OF COUNTIES:** To hear a report from TX Association of Counties regarding Affordable Care Act (ACA) to include the new IRS reporting requirements and the ACA Reporting and Tracking Service (ARTS) offered by TAC.

A. To consider and act upon participation in the ARTS program offered by TAC HEBP;

B. To authorize County Judge to sign the Interlocal Agreement and Contact Designation. (Holland, Wilder)

Kay Holland, Human Resources Director, and Kim Wilder, Texas Association of Counties (TAC) Employee Benefits, gave a presentation to Commissioners' Court.

- A. MOTION was made by Commissioner Murguia: I make a motion that we approve participation in the ACA Reporting and Tracking Service offered by TAC HEBP. 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
- B. Passed.

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9. **ACA MEASUREMENT AND STABILITY PERIODS:** To consider and act upon establishment and formal adoption of ACA Measurement and Stability Periods. (Holland, Wilder)

MOTION was made by Commissioner Murguia: I make a motion that we approve the establishment and formal adoption of ACA Measurement and Stability Periods of 12 months as directed by our HR Director.

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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10. **COUNTY EMPLOYEE BENEFITS-WELLNESS PROGRAM:** To hear a request to institute a wellness program for county employees and to take any action necessary. (Sheriff's Department)

Sgt. Robert Huddleston, Sheriff's Office, gave a presentation to Commissioners' Court.

The Benefits-Wellness Committee will consist of the following: Sgt. Robert Huddleston, Sheriff's Office; Kay Holland, Human Resources; Wade Overstreet, County Attorney's Office; Lizabeth Gresham, Extension Office; Melynn Huntley, Elections Administration; Debby Moler, Purchasing; Cecil Echols, Facilities Maintenance; Julie Smith, County Clerk's Office, Sherri Aylor, Tax Office; Kim Parsons, District Clerk's Office; George Samples, Fire Department.

MOTION was made by Commissioner Church: I move that we approve the institution of a Wellness Program committee to come back to Commissioners with a proposal of the program.

SECOND was made by Commissioner Kelly.

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

NOES: None.

Motion carried by 5-0 vote.

11. **SANTA FE PARKING LOT/AT&T:** To consider and act upon an agreement with AT&T allowing a certain number of their employees to park in the parking lot NW of the Santa Fe parking lot but owned by Potter County for a flat monthly fee. Number of parking spaces and fee to be determined. [Tanner]
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No action taken at this time.

12. **POTTER COUNTY EXTENSION OFFICE:** To provide an update on open agent positions in Potter County [Brandon Dukes, District Extension Administrator, Texas A&M AgriLife Extension] [Murguia]
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Brandon Dukes, District Extension Administrator, Texas A&M AgriLife Extension, gave an Extension Office update to Commissioners' Court.

Brandon Dukes introduced Lizabeth Gresham, who is the new FCS (Family and Consumer Sciences) Agri-Life Agent.

13. **REAL ESTATE SALE:** To hear a report on the status of the sale of the 2404 SW 6th Avenue property. [Harder]
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A status report on 2404 SW 6th Avenue was given by David Harder, Purchasing Agent. There is not a contract at this time.

14. **INSURANCE PREMIUMS:** To hear a report on insurance premiums for the period of May 1, 2015 through April 30, 2016, from Insurance Agent, Steve Lapp. To recognize the report and approve payment of invoices. [Harder, Lapp]
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An insurance premiums report was given by Steve Lapp, Willis of Texas.

MOTION was made by Commissioner Murguia: I make a motion that we accept the recommendation as provided by Steve Lapp, and to approve the payment of invoices and also to approve Willis as the broker.

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. **MASTER PLANNING:** To consider and act upon approving an agreement with Architexas to continue with project master planning and to develop a final construction budget for each project. [Strategic Planning Committee]
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Larry Irsik, Architexas, gave a presentation to Commissioners' Court.

MOTION was made by Judge Tanner: I make a motion to approve allowing Architexas to go forward with this proposal on the two buildings, the Sheriff Admin and also the District Courts, as discussed by the committee, on the fixed fee of \$176,000.00.

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

16. **FUEL CARD PROGRAM:** To consider and act upon approving the interlocal addendum agreement to switch fuel card vendors to the current State of Texas contract. [Harder]
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MOTION was made by Commissioner Kelly: I so move.

SECOND was made by Commissioner Vaughn.

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

NOES: None.

ABSTAIN: Commissioner Murguia.

Motion carried by 4-0-1 vote.

See Documentation

17. **EQUIPMENT PURCHASE:** To consider and act upon funding for the following hardware in relation to the case management software.

- a. Dell storage in the amount of \$49,089.29 from Dell Marketing using DIR Contract # DIR-SDD-1951. [Harder, Patrick]
 - b. Cisco networking equipment in the amount of \$6,030.00 from CDWG using DIR Contract # DIR-TSO-2542. [Harder, Patrick]
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Jason Patrick Information Technology gave an explanation to Commissioners' Court.

MOTION was made by Commissioner Murguia: I make a motion that we approve Dell storage in the amount of \$49,089.29, and Cisco networking equipment in the amount of \$6,030.00, funds to come from Capital Projects Technology Account.

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. **TECHSHARE AGREEMENT:** To consider and act upon approving the following project agreement and budget.

- a. Techshare.Courts JP project in the amount of \$717,654.40.
 - 1) Techshare.Courts JP Development Project Addendum as an interlocal agreement
 - 2) Techshare.Courts JP Implementation Agreement as a sole source agreement

Judge Gary Jackson, Justice of the Peace #3, gave an explanation to Commissioners' Court.
Judge Debbie Horn, Justice of the Peace #1, was present before Commissioners' Court.
Jason Patrick, Information Technology, spoke before Commissioners' Court.
Wade Overstreet, County Attorney's Office, LDAB, spoke before Commissioners' Court.

MOTION was made by Commissioner Church: I move that we go ahead and purchase Tech Share Courts JP package for \$717,654.40, and that includes the Courts JP Development Project Addendum and the Courts JP Implementation Agreement as a sole source.

SECOND was made by Judge Tanner.

AYES: Commissioners Kelly, Church, and Judge Tanner.

NOES: Commissioner Murguia and Vaughn.

Motion carried by 3-2 vote.

See Documentation

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

ELECTIONS: The transfer of Robbin Ramirez as Deputy Clerk (Randall Sims) effective March 13, 2015.

See Documentation

The employment of Cayla Callaway as a replacement for Robbin Ramirez as Deputy Clerk effective March 23, 2015.

See Documentation

ROAD & BRIDGE: The transfer of Eddie Esparza as a replacement for Juan Cisneros as Crew Leader effective March 1, 2015.

See Documentation

The transfer of Joseph "Ray" Fausto as a replacement for Eddie Esparza as Sign Shop Tech effective March 1, 2015.

See Documentation

The employment of Jeffrey Nemoede as a replacement for Joseph Fausto as Maintenance Tech effective March 23, 2015.

See Documentation

The employment of Rory Gomez as a replacement for Dakota Ratliff as Maintenance Tech effective March 16, 2015. See Documentation

MOTION was made by Commissioner Vaughn: I so move that we approve the so noted items.
SECOND was made by Judge Tanner.

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

NOES: None.

Motion carried by 5-0 vote.

20. **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 Potter County Projects report along with a visual presentation. Pat Fitzpatrick, Fire/Rescue, came before Commissioners' Court.

See Documentation

21. **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.

22. **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 475 (87 females, none in Childress) was given by Judge Tanner.

23. **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.

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

No agenda items were given.

NOTE: Commissioners' Court meeting on April 27, 2015, will be held in the Santa Fe Building Auditorium instead of the Courthouse.

County Judge Nancy Tanner adjourned the Potter County Commissioners' Court until 9:00 a.m., Monday, April 13, 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 March, 2015.

Julie Smith, Potter County Clerk

By: Stephnie Menke, Deputy