

1. **APPROVAL OF MINUTES:** Approval of the minutes from the April 27, 2015, Potter County Commissioners' Court meeting.

Commissioner Murguia advised of a correction to the minutes on Item #2, Vouchers: Commissioner Murguia voted NO instead of Commissioner Church, as stated.

MOTION was made by Commissioner Murguia: I make a motion that we accept the minutes with the correction noted.

SECOND was made by Commissioner Vaughn.

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

NOES: None.

Motion carried by 5-0 vote.

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 April 22, 2015, through May 5, 2015. [Hood]

Judge Tanner referenced Vouchers checks Nos. 161988-162221 and wire #543-546 in the total amount of \$2,039,263.76.

MOTION was made by Commissioner Church: I move that we approve the vouchers 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.

See Documentation

Commissioner Church requested that the record reflect that check No. 162038, Downtown Women's Fundraiser Luncheon Table, was not paid with tax payer dollars. This was paid for with fines from drug court.

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

Kay Holland, Human Resources, spoke before Commissioners' Court.

The Insurance Report was so recognized.

See Documentation

4. **ELECTIONS:** To consider the proposal for the Texas Secretary of State regarding Vote Centers in Potter County. To schedule a date and time for Public Hearing(s) on the proposal. [Huntley]

Melynn Huntley, Elections Administrator, gave an explanation to Commissioners' Court.

MOTION was made by Commissioner Church: I move that we set the public hearing for the Vote Center voting process for May 18th, 5:30 p.m. here in the Commissioners' Courtroom.

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

5. **ELECTIONS:** To notify the court that an application has been received and petitions have been issued for Justice of the Peace 1 TO LEGALIZE: The legal sale of beer and wine for off-premise consumption only. [Huntley]

Melynn Huntley, Elections Administrator, gave an explanation to Commissioners' Court. Melynn noted a correction will be made on the Application to read Justice Pct 1, Potter County, TX, instead of Bell County, TX.

No action was taken. Commissioners' Court stands so notified.

See Documentation

6. **RIGHT OF ENTRY AN ACCESS AGREEMENT-CANADIAN RIVER MUNICIPAL WATER AUTHORITY (CRMWA):** To approve an access agreement authorizing the CRMWA and its agents on certain county property to conduct a land survey for a future water pipeline. [Kemp]

MOTION was made by Judge Tanner: I make a motion to approve the Access Agreement and authorizing myself to sign it to let them conduct a land survey for a future water pipeline.

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

7. **POTTER COUNTY EXTENSION OFFICE:** To hear an agent update regarding activity hosted by the Potter County Extension Office. [Murguia]

Lizabeth Gresham and Tina Hicks, Agri-Life, gave an Extension Office update to Commissioners' Court. Sedona Bailey and Shyanne Bailey, 4-H participants, shared their 4-H experiences and learning opportunities.

8. **AUDITOR:** To consider and act upon a Resolution as part of an application for a grant from the Auto Burglary and Theft Prevention Authority and to designate the required grant officials. [Kerry, Sims]

MOTION was made by Commissioner Kelly: I make a motion that we approve this resolution.

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

9. **PURCHASING CARD POLICY:** To consider and act upon approving updates to the County's procurement card policy and procedures. [Harder]

MOTION was made by Commissioner Vaughn: I approve the updates to the County's procurement card policy and procedures as noted by the Procurement Director.

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

10. **FIXED ASSET TRACKING:** To consider and act upon changing the County's fixed asset tracking dollar limit from \$500.00 to \$1,000.00. [Harder]

MOTION was made by Commissioner Murguia; I make a motion that we accept updating the County's fixed asset tracking dollar limit from \$500.00 to \$1000.00.

SECOND was made by Commissioner Kelly.

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

NOES: None.

Motion carried by 5-0 vote.

11. **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 to Commissioners' Court.

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

A. RECORDS MANAGEMENT: The transfer of Dusty Peek from County Attorney's office to Records Management, effective 5/11/15.

See Documentation

B. INFORMATION TECHNOLOGY: The employment of Chelsey Green, Application Developer, effective 6/1/15. See Documentation

C. ROAD AND BRIDGE: The employment of Pablo "Cisco" Diaz, Summer Mower, effective 4/21/15. See Documentation

D. ROAD AND BRIDGE: The employment of Thomas Rodriguez, Seasonal Road Crew, effective 5/5/15. See Documentation

MOTION was made by Commissioner Church: I move we approve the employment items as presented, A,B,C and D.

SECOND was made by Commissioner Vaughn.

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

NOES: None.

Motion carried by 5-0 vote.

13. NOTICE TO COMMISSIONERS' COURT: To recognize the test drilling of TXDOT near the Dewey Street Bridge within the next week to 10 days. [Kelly]

Test Drilling of TXDOT was so recognized.

14. 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.

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

Jail population of 467 (91 female, none in Childress) was given by Judge Tanner.

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

No County insurance items were presented.

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

Next Commissioners' Court meeting will be Tuesday, May 26th, 2015, due to the Memorial Day holiday.

Judge Tanner announced the lifting of the Potter County Burn Ban, effective today, May 11, 2015, until further notice.

A letter from Jeff Frazier, Caprock High School, was read by Commissioner Murguia stating appreciation for the opportunity to participate in the 2015 Government Day.

County Judge Nancy Tanner adjourned the Potter County Commissioners' Court until 9:00 a.m., Tuesday, May 26, 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 11th day of May, 2015.

Julie Smith, Potter County Clerk

By: Stephnie Menke, Deputy