

1. **RECOGNITION OF MINUTES:** Recognize the minutes from the February 22, 2016 Potter County Commissioners' Court meeting.

The minutes from the February 22, 2016, Commissioners' Court meeting were so recognized.

2. **BUDGET AMENDMENT:** To consider and act upon approving budget amendments for the 2015-2016 fiscal year. [Hood]

To consider and act upon creation of an Infrastructure Maintenance account and to transfer initial funds to the new account. [Hood, Patrick]

MOTION was made by Commissioner Church: I move we approve the budget amendments as presented for the 2015-2016 year.

SECOND was made by Commissioner Kelly.

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

NOES: None.

Motion carried by 4-0 vote.

See Documentation

MOTION was made by Commissioner Kelly: I make a motion that we transfer \$5000 from the Contingency Fund to this new account.

SECOND was made by Commissioner Vaughn.

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

NOES: None.

Motion carried by 4-0 vote.

3. **VOUCHERS:** To consider and act upon the approval of the payment of vouchers processed by the County Auditor's office for the period of February 17, 2016 through March 9, 2016. [Hood]

Judge Tanner referenced Vouchers checks Nos. 167413-167776 and wire #684-694 in the total amount of \$3,203,441.40.

MOTION was made by Commissioner Church: I move that we approve the vouchers as presented by the Judge and are in our packet.

SECOND for discussion was made by Commissioner Kelly.

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

NOES: None.

Motion carried by 4-0 vote.

See Documentation

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

The insurance fund report was so recognized.

See Documentation

5. **TAX OFFICE:** To consider and act upon the approval of the properties purchased through the Sheriff's Sale on March 1, 2016. [Aylor]

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

MOTION was made by Commissioner Church: I move approval of the properties purchased through the Sheriff's Sale on March 1, 2016.

SECOND was made by Commissioner Vaughn.

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

NOES: None.

Motion carried by 4-0 vote.

See Documentation

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6. **GRAND JURY:** To consider and act upon the negotiations for payment obligations in reference to donuts for grand jurors. [Sims]

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

MOTION was made by Judge Tanner: I make a motion that we change the procedure to a weekly check being written by the Auditor's office for pick up by your office (District Attorney's office) for donuts on the next week - week to week deal not more than \$20.00.

SECOND was made by Commissioner Vaughn.

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

NOES: None.

Motion carried by 4-0 vote.

See Documentation

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7. **THE POTTER-RANDALL COUNTY CHILD WELFARE BOARD:** To consider and act upon an Order/Proclamation Declaring the Month of April Potter County Child Abuse Prevention and Awareness Month. [Ingram]

MOTION was made by Commissioner Vaughn: I move that we approve the Order/Proclamation Declaring the Month of April Potter County Child Abuse Prevention and Awareness Month.

SECOND was made by Commissioner Church.

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

NOES: None.

Motion carried by 4-0 vote.

See Documentation

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8. **NEIGHBORHOOD PLANNING:** To provide an update on the City/County Neighborhood Planning process. [Tanner, Murguia]

An update on the City/County Neighborhood Planning process was given by Judge Tanner.

See Documentation

9. **POTTER COUNTY PROMOTIONAL VIDEO:** To recognize Potter County’s web-based promotional video tour package. [Tanner, Patrick]
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Potter County’s promotional video was shown and recognized and can be viewed on the Potter County webpage.

10. **HUMAN RESOURCES – SECURITY BENEFIT 457(b) PLAN:** To consider and act upon approving the extension of the Potter County 457 (b) Plan, an optional savings plan offered to employees, and to authorize the county judge or other appropriate person to sign the agreement on behalf of the county. [Kemp]
-

Kay Holland, Human Resources Director, gave an explanation to Commissioners’ Court.

MOTION was made by Commissioner Church: I move that we approve the extension of the Potter County 457(b) Plan, an optional savings plan offered to employees, and to authorize the Judge to sign the agreement.

SECOND was made by Commissioner Vaughn.

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

NOES: None.

Motion carried by 4-0 vote.

See Documentation

11. **APPALOOSA HILLS UNIT #1 – RIKER LANE:** To consider and act upon a request from the property owner to accept Riker Lane for county maintenance. [Kemp]
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Sebastin Ysaguirre, Road and Bridge Supervisor, gave an explanation to Commissioners’ Court.

This item was passed - no action was taken.

This item will be brought back to the next Commissioners’ Court meeting.

See Documentation

12. **VALLE DE ORO-PARSONS ROAD – REQUEST FOR MAINTENANCE:** To consider and act upon a request for the county to accept Parson Road for improvement and maintenance. [Kemp]
-

Sebastin Ysaguirre, Road and Bridge Supervisor, gave an explanation to Commissioners’ Court.

No action was taken.

See Documentation

13. **PROHIBITION ON FIREARMS – JUDICIAL ORDER – TEXAS PENAL CODE SECTION 46.03:** To recognize a judicial order prohibiting firearms in the Potter County Courthouse, Potter County Courts Building and the Santa Fe Building. [Kemp]
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Scott Brumley, County Attorney, gave an explanation to Commissioners’ Court.

The judicial order prohibiting firearms in the Potter County Courthouse, Potter County Courts Building and Santa Fe Building was so recognized. See Documentation

14. **SURETY BONDS – DEPUTY AND ASSISTANT DEPUTY TREASURER:** To approve surety bonds for Deputy Treasurer and Assistant Deputy Treasurer pursuant to Chapter 83, Local Government Code. [Kemp]
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MOTION was made by Commissioner Church: I move we approve surety bonds for Deputy Treasurer and Assistant Deputy Treasurer pursuant to Chapter 83, Local Government Code.

SECOND was made by Commissioner Kelly.

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

NOES: None.

Motion carried by 4-0 vote.

See Documentation

15. **ELECTIONS – ORDER FOR MODIFIED POLLING LOCATION:** To recognize the Order for Modified Polling location for the past primary election. [Kemp]
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Scott Brumley, County Attorney, and Melynn Huntley, Elections Administrator, gave an explanation to Commissioners' Court.

MOTION was made by Commissioner Vaughn: I make a motion that we approve the Order for Modified Polling Location for the past primary election at the Veteran's Ussery Roan.

SECOND was made by Commissioner Kelly.

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

NOES: None.

Motion carried by 4-0 vote.

See Documentation

16. **BISHOP RANCHES ROAD PROJECT – HILL VIEW DRIVE:** To consider and act upon authorizing Road and Bridge to extend the work on Hill View Drive an additional 150 feet and to add additional caliche, at a total cost of \$1,875.00. [Kemp]
-

Sebastin Ysaguirre, Road and Bridge Supervisor, gave an explanation to Commissioners' Court.

MOTION was made by Commissioner Church: I move that we authorize Road and Bridge to extend the work on Hill View Drive an additional 150 feet and use caliche and rap at the cost of \$950 or so.

SECOND was made by Commissioner Vaughn.

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

NOES: None.

Motion carried by 4-0 vote.

17. **FIRE/RESCUE – DONATION OF WATER TANK:** To accept the donation of a 750 barrel tank from Blueknight Energy Partners, and to approve a land use agreement with the Kritser Ranch for the location to place the tank. [Kemp]
-

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

MOTION was made by Commissioner Kelly: I make a motion that we approve the donation of the tank and include the agreement and that it be on Kritser Ranch.

SECOND was made by Commissioner Church.

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

NOES: None.

Motion carried by 4-0 vote.

See Documentation

18. **TEXAS ASSOCIATION OF COUNTIES - RISK MANAGEMENT GRANT:** To consider and act upon allowing the Sheriff's office to apply for a grant in the amount of \$13,396.00 through Risk Control Reimbursement Program. The money will be used for ten (10) ballistic vests and four (4) AED's. [Thomas]
-

Sheriff Thomas gave an explanation to Commissioners' Court.

MOTION was made by Commissioner Church: I move that we allow the Sheriff's office to apply for a grant in the amount of \$13,396.00 through Risk Control Reimbursement Program with the money to be used for ten (10) ballistic vests and four (4) AED's.

SECOND was made by Commissioner Vaughn.

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

NOES: None.

Motion carried by 4-0 vote.

See Documentation

19. **POTTER COUNTY TECHNOLOGY PROJECTS:** To hear a report on various Potter County technology projects and to take any action necessary [Patrick]
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Jason Patrick, Information Technology Director, gave a report to Commissioners' Court on various Potter County technology projects.

20. **TEXAS CONFERENCE OF URBAN COUNTIES:** To consider and act upon approval of the annual Resource Sharing Addendum for JP Courts software Maintenance and Operations. [Jackson, Patrick]
-

Jason Patrick, Information Technology Director, gave an explanation to Commissioners' Court.

MOTION was made by Commissioner Vaughn: I move that we act upon the approval of the annual Resource Sharing Addendum for JP Courts software Maintenance and Operations and Judge to sign the document.

SECOND was made by Commissioner Kelly.

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

NOES: None.

Motion carried by 4-0 vote.

See Documentation

21. **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 report to Commissioners' Court on various Potter County projects.

See Documentation

22. **COOPERATIVE CONTRACT:** To consider and act upon the approval of an Interlocal Cooperative Contract with the Texas Department of Public Safety effective September 1, 2015 through August 31, 2017 [Shelton]
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MOTION was made by Commissioner Church: I move that we approve the Interlocal Cooperative Contract with the Texas Department of Public Safety effective September 1, 2015 through August 31, 2017.

SECOND was made by Commissioner Kelly.

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

NOES: None.

Motion carried by 4-0 vote.

See Documentation

23. **UNIFORM RENTAL AND LAUNDRY:** To consider and act upon allowing Purchasing to send a letter of non-renewal to G&K Services with contract to end June 30, 2016. The original 36 month contract expires 5/31/16 and then renews automatically and continuously for successive periods of one month each unless they receive written notice of non-renewal at least 90 days in advance. [Shelton]
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MOTION was made by Commissioner Church: I move that we allow Purchasing to send a letter of non-renewal to G&K Services with contract to end June 30, 2016.

SECOND was made by Commissioner Vaughn.

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

NOES: None.

Motion carried by 4-0 vote.

See Documentation

24. **EMPLOYEE UNIFORM SERVICES:** To consider and act upon approving Uniform Services with Cintas through the U.S. Communities 12-JLH-011C contract effective 7/1/16 through 3/31/19. Funds budgeted. [Shelton]
-

MOTION was made by Commissioner Vaughn: I move that we approve of Uniform Services with Cintas through the U.S. Communities 12-JLH-011C contract effective 7/1/16 through 3/31/19, funds are budgeted.

SECOND was made by Commissioner Kelly.

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

NOES: None.

Motion carried by 4-0 vote.

See Documentation

25. **HB 23 AND HB 1295:** To recognize implementation of HB 23 and HB 1295 to Purchasing bid processes. [Shelton]
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Implementation of HB23 and HB1295 was so recognized.

See Documentation

26. **PROFESSIONAL SERVICES AGREEMENT:** To recognize amendment to the Professional Services Agreement to retain a Structural Engineer for services at Cody Arena and to take further action as necessary. Services include the cost of the structural Engineer and incorporating the Structural Engineer's findings into the project documents via addendum. Cost not to exceed \$21,257.80. [Shelton]
-

The amendment to the Professional Service Agreement to retain a Structural Engineer for services at Cody Arena was so recognized.

See Documentation

27. **FIRE STATION #3 PROJECT-INFORMAL QUOTE #1127-16:** To consider and act upon approving scope of work the Currie Drilling Co. for a Well, Pump, Storage and Septic Tank. Funding from Fire Station #3 project. [Shelton, Fitzpatrick]
-

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

MOTION was made by Commissioner Vaughn: I approve of the scope of work the Currie Drilling Co. for a Well, Pump, Storage and Septic Tank, funding for Fire Station #3 project already budgeted.

SECOND was made by Commissioner Church.

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

NOES: None.

Motion carried by 4-0 vote.

See Documentation

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

A. Road and Bridge:

- i. The hiring of Shawn Nabors as Maintenance Tech as a replacement for Sandy Burkham effective February 18, 2016.
See Documentation

B. Maintenance and Facilities:

- i. The resignation of Leah Diane Race as Custodian I (days) effective February 26, 2016. [Head]
See Documentation

C. Information Technology:

- i. A performance-based salary increase for Kirk Farkas as Network Administrator using existing department funds, effective March 15, 2016. [Patrick]
See Documentation

Kerry Hood, Auditor, informed Commissioners' Court that the effective date for Item C should be March 1, 2016, instead of March 15, 2016, as stated.

MOTION was made by Commissioner Vaughn: I approve of the employment items so noted for Items A,B,and C.

SECOND was made by Commissioner Kelly.

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

NOES: None.

Motion carried by 4-0 vote.

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

The jail population of 472 (89 female; 0 Childress) 80% felonies and 15 % misdemeanors was given by Judge Tanner.

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

No county insurance items were presented.

31. **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.

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

Appaloosa Hills Unit #1 – Riker Lane: Road Maintenance

County Judge Nancy Tanner adjourned the Potter County Commissioners' Court until 9:00 a.m., Monday, March 28, 2016, 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 14th day of March, 2016.

Julie Smith, Potter County Clerk

By: Stephnie Menke, Deputy