

Commissioners' Court presented a Certificate of Retirement and gift card to Dave Kemp, Assistant Potter County Attorney, in honor of 30 years of dedicated service to Potter County.

1. **RECOGNITION OF MINUTES:** Recognize the minutes from the April 11, 2016 Potter County Commissioners' Court meeting.

The Commissioners' Court minutes from April 11, 2016, 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 April 6, through April 20, 2016. [Hood]

Judge Tanner referenced Vouchers checks Nos. 168248-168490 and wire #708-714 in the amount of \$2,561,149.45.

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

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. **TAX OFFICE:** To consider and act upon a tax refund for overpayment of court costs. [Hood, Aylor]

MOTION was made by Commissioner Murguia: I make a motion that we approve the tax refund for overpayment of court costs 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

4. **TREASURER'S REPORT:** To recognize treasurer's report. [Jennings]

A. Monthly Report; See Documentation

B. Quarterly Report. See Documentation

Leann Jennings, Treasurer, gave a Treasurer's Report to Commissioners' Court.

5. **CERTIFICATES OF COMPLETION:** To recognize the certificates of completion for the Certified County Treasurer, Public Funds Investment Act and Investment Officer 2015 Certificates of Compliance (3 certificates). [Jennings]

Certificates of Completion were so recognized. See Documentation

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

The insurance fund report was so recognized. See Documentation

7. **NATIONAL TOURISM WEEK, 2016:** To recognize the Proclamation of the first week of May, 2016 to be designated as National Travel and Tourism Week in Potter County. [Miller, Tanner]

Eric Miller, Amarillo Visitor's Center Director of Communications and Amarillo Film Commissioner and Gary Molberg, Amarillo Chamber of Commerce President and Chief Executive Officer, made the request to Commissioners' Court.

National Travel and Tourism Week Proclamation was so recognized.

See Documentation

8. **ELECTIONS:** To recognize the Election Day Vote Centers for the May 24 Joint Primary Runoff Election. [Huntley]

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

Election Day Vote Centers for the May 24th Joint Primary Runoff Election were so recognized.

9. **UNCLAIMED CAPITAL CREDITS:** To consider and act upon requesting unclaimed capital credits and designating a community or economic development use for such funds, as authorized by §74.602, Texas Property Code. [Hood]

This item was passed.

10. **PROHIBITION ON OUTDOOR BURNING BAN:** To consider and act upon prohibiting outdoor fires in the unincorporated areas of the county for a period not to exceed ninety (90) days. [Lake, Kemp]
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Richard Lake, Fire Rescue, spoke before Commissioners' Court.

No action was taken on this item.

See Documentation

11. **FORMAL RFP #1126-16 AWARD:** To consider and act upon the award of Request for Proposal #1126-16 (Fiber Optic Network Construction) to Josh Franklin Drilling, LLC as the highest evaluated response. Funds are budgeted under the Sheriff's Office new facilities project. [Patrick, Shelton]
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Jason Patrick, Information Technology Director, gave an explanation to Commissioners' Court.

MOTION was made by Commissioner Church: I move that we approve the contract with Josh Franklin Drilling, LLC for Fiber Optic Installation.

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

12. **BNSF RAILWAY PERMIT:** To consider and act upon a construction permit agreement with BNSF Railway Company for SE 3rd and Loop 335 as part of the fiber optic network. Funds are budgeted under the Sheriff's Office new facilities project. [Patrick]
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Jason Patrick, Information Technology Director, gave an explanation to Commissioners' Court.

MOTION was made by Commissioner Kelly: I so move.

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

13. **THIRD ANNUAL POTTER COUNTY STUDENT GOVERNMENT DAY:** To recognize the thank you notes from Amarillo High School regarding the great success of Student Government Day. [Tanner]
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Judge Tanner referenced thank you notes from Amarillo High School and they were so recognized.

See Documentation

14. **LOCAL GOVERNMENT CORPORATION:** To provide an update on the Local Government Corporation. [Murguia]
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A Local Government Corporation update was given by Commissioner Murguia.

15. **NEIGHBORHOOD PLANNING:** To provide an update on the City/County Neighborhood Planning process. [Tanner, Murguia]
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A Neighborhood Planning update was given by Commissioner Murguia.

16. **POTTER COUNTY PROJECTS:** To hear a report on various Potter County Projects and to take any action necessary. [Head]
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No projects report was given.

17. **FORMAL BID #1130-16 ROOF REPLACEMENT AWARD:** To consider and act upon awarding Formal Bid #1130-16 Tri-State Fairgrounds Roof Replacement (Rex Baxter Building), to the lowest, responsive vendor, Tecta America CS, in the amount of \$214,500.00. Insurance funds will be used. [Shelton, Head]
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MOTION was made by Commissioner Vaughn: I move that we approve the awarding of Formal Bid #1130-16 Tri-State Fairgrounds Roof Replacement (Rex Baxter Building), to the lowest, responsive vendor, Tecta America CS, in the amount of \$214,500.00.

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

18. **FORMAL BID #1131-16 ROOF REPLACEMENT AWARD:** To consider and act upon awarding Formal bid #1131-16 Tri-State Fairgrounds Roof Replacement (Food Court and Cody Arena/Covered Breezeway);

- a. Pursuant to Local Government Code Chapter 262.027 to give Red Oak Roofing, Inc. an opportunity to present previously unconsidered evidence concerning the lowest bid as best.
 - b. Recommendation to award Formal Bid #1131-16 to Plains Builders, Inc. as the lowest, responsive, evaluated bid in the amount of \$366,161.00. Insurance funds will be used. [Shelton, Head]
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a. Red Oak Roofing, Inc. was not present for comment.

Steve Lapp, Willis of Texas, spoke before Commissioners' Court.

b. MOTION was made by Commissioner Kelly: I make a motion to approve Bid #1131-16 Roof Replacement Award, to the Fairgrounds Roof Replacement project to Plains Builders, Inc.
SECOND for discussion was made by Commissioner Vaughn.
AYES: Commissioners Kelly, Church, Vaughn and Judge Tanner.
NOES: Commissioner Murguia.
Motion carried by 4-1 vote. See Documentation

19. **VEHICLE TRANSFER:** To consider and act upon the transfer of vehicle as follows:

a. PC#18748-2008 Ford Explorer from Auction to Information Technology. [Shelton, Patrick]

The Potter County number for this vehicle is PC#18747-2008 instead of PC#18748-2008 as stated in item.

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

MOTION was made by Commissioner Church: I move that we approve the transfer of this vehicle from the Auction to Information Technology.
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

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

A. Road and Bridge:

i. The employment of Eugene Green, Jr. as Seasonal Help – Road Crew, effective April 19, 2016. [Reavis]
See Documentation

B. Information Technology:

ii. The employment of Arlois "Shaun" Holtman as Senior Network Engineer as a replacement for Philip Birkenfield effective April 21, 2016. [Patrick]
See Documentation

MOTION was made by Commissioner Vaughn: I move that we approve of the employment items as printed.

SECOND was made by Commissioner Church.

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

NOES: None.

Motion carried by 5-0 vote.

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

Jail population of 488 (93 female; 0 Childress) 82% felonies and 14% misdemeanors was given by Judge Tanner.

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

No insurance items were presented.

23. **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.

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

Budget Schedule 2016-2017; Appaloosa Hills

County Judge Nancy Tanner adjourned the Potter County Commissioners' Court until 9:00 a.m., Monday, May 9, 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 25th day of April, 2016.

Julie Smith, Potter County Clerk

By: Stephnie Menke, Deputy