

**POTTER COUNTY COMMISSIONERS' COURT
REGULAR MEETING
9/26/16**

**PLEASE SEE THE ATTACHED ADDENDUM
WHICH ARE THE MINUTES FROM 10/24/16
CORRECTING A CLERICAL ERROR
IN REFERENCE TO THE VOTE TAKEN ON
ITEM #15
-POTTER COUNTY LAW ENFORCEMENT COMPLEX PROJECTS-**

THE STATE OF TEXAS
COUNTY OF POTTER

§ IN THE POTTER COUNTY
§ COMMISSIONERS' COURT

BE IT REMEMBERED that on the 26th day of September, 2016, at 9:00 a.m. there came to and was held a Regular Meeting of the Commissioners' Court in and for Potter County, Texas, in the Commissioners' Courtroom at 500 S. Fillmore Street, Room 106, in Amarillo, Texas, Potter County, with the following present and presiding:

H.R. KELLY	COMMISSIONER, PRECINCT 1
MERCY MURGUIA	COMMISSIONER, PRECINCT 2
LEON CHURCH	COMMISSIONER, PRECINCT 3
ALPHONSO VAUGHN	COMMISSIONER, PRECINCT 4
NANCY TANNER	COUNTY JUDGE, PRESIDING

Kerry Hood, County Auditor, Julie Smith, County Clerk, and Vickie Shelton, Purchasing Agent, were present at today's meeting.

Assistant County Attorney, Tad Fowler, was present as Counsel for today's meeting.

Gene Hudgins, Pastor of Pleasant Valley United Methodist Church, gave the invocation.

County Judge Nancy Tanner led the public in the Pledge of Allegiance and the Pledge to the Texas Flag.

SIGNATURES: The following persons were also present for today's meeting:

COMMISSIONERS' COURT

9:00 A.M.
(TIME)

Monday
(DAY)

September 26, 2016
(DATE)

NAME

TITLE & OFFICE

Michelle Bonner

Asst City Mgr, Amarillo

Matt Crandall

Purchasing Senior Buyer

Melynn Huntley

Elections

Tommy Johnson

Tax Office

Shawn Jones

Treasurer

Ray Holland

HR

Sharon Barrett

Sharon Lydon

Zox

Mike Wood

FACILITIES DIRECTOR

2016 SEP 22 AM 8:55

POTTER COUNTY
COMMISSIONERS' COURT AGENDA

SEPTEMBER 26, 2016

JULIE SMITH
COUNTY CLERK, POTTER CO.
BY: SA DEPUTY

THE FOLLOWING MATTERS WILL COME BEFORE THE POTTER COUNTY COMMISSIONERS' COURT ON MONDAY, SEPTEMBER 26, 2016 at 9:00 A.M. IN THE POTTER COUNTY COURTHOUSE, 500 S. FILLMORE, AMARILLO, POTTER COUNTY, TEXAS.

1. **RECOGNITION OF MINUTES:** Recognize the minutes from the September 12, 2016 Potter County Commissioners' Court meeting.
2. **BUDGET AMENDMENTS:** To consider and act upon the approval of budget amendments for the current fiscal year and to authorize the County Auditor to prepare a budget amendment effective 9-30-16 to make any necessary transfers for year end. Transfers will be made within departments whenever possible, otherwise contingency funds will be used. [Hood]
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 September 7, 2016 through September 21, 2016. [Hood]
4. **INSURANCE REPORT:** To recognize the insurance fund report. [Holland]
5. **ARTS PROGRAM:** To consider and act upon participation in the ARTS program offered by TAC HEBP for ACA Tracking and Reporting to include CSCD and to authorize County Judge to sign the Interlocal Agreements and Contact Designations. (Holland)
6. **TREASURER'S REPORT:** To recognize the Treasurer's monthly report. [Jennings]
7. **2016/2017 AMARILLO POTTER EVENTS VENUE DISTRICT BUDGET:** To consider and act upon the approval of the Amarillo Potter Events Venue District for the fiscal year 2016/2017. This budget is funded through a 5% car rental tax and a 2% hotel occupancy tax. The District operates and maintains voter approved entertainment venues within the City of Amarillo. [Bonner]
8. **RECORDS PRESERVATION, RESTORATION and ARCHIVE PLAN:** To approve Records Preservation, Restoration and Archive Plan for District Clerk for 2016-2017 [Woodburn]
9. **RESOLUTION – TEXAS INDIGENT DEFENSE COMMISSION:** To consider and act upon a resolution for the Indigent Defense Formula Grant Program. [Hood]

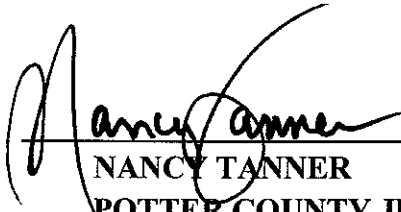
10. **FISCAL YEAR 2016-2017 – ADOPTION OF TAX RATE:** To set the Potter County Property Tax Rate for the fiscal year beginning October 1, 2016. [Hood]
11. **TAX OFFICE:** To consider and act upon the following:
 - a. The purchase of a website design by Sturgis streamlining the process for payment;
 - b. The purchase of a desktop remit system by Technique Data Systems, Inc., allowing for scanning of checks and tax payment stubs. [Aylor]
12. **NEIGHBORHOOD PLANNING:** To provide an update on the City/County Neighborhood Planning process. [Tanner, Murguia]
13. **LOCAL GOVERNMENT CORPORATION:** To provide an update on the Local Government Corporation [Murguia].
14. **POTTER COUNTY ANNUAL REPORT:** To review the completed Annual Report for Potter County. [Murguia]
15. **POTTER COUNTY LAW ENFORCEMENT COMPLEX PROJECTS:** To hear presentations regarding the following items and consider and act upon the recommendation by the Phase III Advisory Committee to authorize the Potter County Purchasing Agent to go out for competitive sealed bids and authorize the Architectural services for the bidding and construction administrative services for this project: [Phase III Advisory Committee, Architexas]
 1. **Projects final design and cost estimates by Architexas**
 - a. Projects final design and cost estimates by Architexas;
 - b. Owner projected Grocery List cost summary;
 - c. Purchasing Department responsibilities in the bidding process;
 - d. Architexas services for the bidding and construction administrative services for this project.
16. **POTTER COUNTY PROJECTS:** To hear a report on various Potter County Projects and to take any action necessary. [Head]
17. **EMPLOYMENT ITEMS:** To consider and act upon the following employment items:
 - A. **Collections:**
 - i. The discharge of Rodina Scott as Deputy effective September 7, 2016.

- ii. The inter-departmental transfer of Frances Magley from part-time deputy to deputy to replace Rodina Scott effective 9/12/2016. [Prado]

B. Road and Bridge

- i. The employment of Michael Graf as Equipment Repair Supervisor as a replacement for Donnie Sutton effective 9/12/2016 [Ysaguirre]
18. **JAIL REPORT:** To hear a report on the Potter County Detention Center and to take any action necessary.
19. **COUNTY INSURANCE ITEMS:** To consider and act upon any insurance claims, accidents, etc. against the county.
20. **EXECUTIVE SESSION:** To hold an executive session, if necessary, on the above agenda items as allowed by Chapter 551, Texas Government Code.
21. **AGENDA ITEMS:** To receive agenda items for the next Commissioners' Court.

THIS AGENDA NOTICE IS MADE IN ACCORDANCE WITH CHAPTER 551, TEXAS GOVERNMENT CODE, PROHIBITION OF GOVERNMENTAL BODIES FROM HOLDING MEETINGS WHICH ARE CLOSED TO THE PUBLIC, AS AMENDED. THE UNDERLYING DOCUMENTATION FOR THIS AGENDA NOTICE IS AVAILABLE FOR THE PUBLIC'S INSPECTION IN THE FOLLOWING OFFICES: THE COUNTY JUDGE, THE COUNTY CLERK, THE COUNTY AUDITOR OR THE COUNTY PURCHASING AGENT.



NANCY TANNER
POTTER COUNTY JUDGE

1. **RECOGNITION OF MINUTES:** To recognize the minutes from the September 12, 2016 Potter County Commissioners' Court meeting.

The minutes from the September 12, 2016, Potter County Commissioners' Court meeting were so recognized.

2. **BUDGET AMENDMENTS:** To consider and act upon the approval of budget amendments for the current fiscal year and to authorize the County Auditor to prepare a budget amendment effective 9-30-16 to make any necessary transfers for year end. Transfers will be made within departments whenever possible, otherwise contingency funds will be used. [Hood]

MOTION was made by Commissioner Murguía: I make a motion that we approve the Budget Amendments for the current fiscal year and to authorize the County Auditor to prepare a budget amendment effective 9-30-16 to make any necessary transfers for year end.

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

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 September 7, 2016 through September 21, 2016. [Hood]

Judge Tanner referenced Vouchers checks Nos. 170742-170980 and wire #783-786 in the total amount of \$3,378,696.67.

MOTION was made by Commissioner Church: I move we approve the Vouchers as presented.

SECOND was made by Commissioner Vaughn.

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

NOES: Commissioner Murguia.

Motion carried by 4-1 vote.

See Documentation

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

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

The Insurance Report was so recognized.

See Documentation

5. **ARTS PROGRAM:** To consider and act upon participation in the ARTS program offered by TAC HEBP for ACA Tracking and Reporting to include CSCD and to authorize County Judge to sign the Interlocal Agreements and Contact Designations. [Holland]
-

Kay Holland, Potter County Human Resources Director, gave an explanation to Commissioners' Court.

MOTION was made by Commissioner Church: I move that we approve the use of the ARTS program offered by TAC which will include CSCD and authorize the County Judge to sign contract.

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

6. **TREASURER'S REPORT:** To recognize the Treasurer's monthly report. [Jennings]
-

Leann Jennings, Potter County Treasurer, gave a monthly Treasurer's Report.

The monthly Treasurer's Report was so recognized.

See Documentation

7. **2016-2017 AMARILLO POTTER EVENTS VENUE DISTRICT BUDGET:** To consider and act upon the approval of the Amarillo Potter Events Venue District for the fiscal year 2016-2017. This budget is funded through a 5% car rental tax and a 2% hotel occupancy tax. The District operates and maintains voter approved entertainment venues within the City of Amarillo. [Bonner]
-

Michelle Bonner and Glen McMennamy, Amarillo-Potter Events Venue District, came before Commissioners' Court.

MOTION was made by Commissioner Murguia: I make a motion of the approval of the Amarillo Potter Events Venue District for the fiscal year 2016-2017 budget.

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

8. **RECORDS PRESERVATION, RESTORATION and ARCHIVE PLAN:** To approve Records Preservation, Restoration and Archive Plan for District Clerk for 2016-2017. [Woodburn]
-

Carolina Woodburn, Potter County District Clerk, gave an explanation to Commissioners' Court.

MOTION was made by Commissioner Church: I move we approve the Records Preservation, Restoration and Archive Plan for District Clerk for 2016-2017.

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

9. **RESOLUTION – TEXAS INDIGENT DEFENSE COMMISSION:** To consider and act upon a resolution for the Indigent Defense Formula Grant Program. [Hood]
-

MOTION was made by Commissioner Church: I move that we approve a resolution for Indigent Defense Formula Grant Program.

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

10. **FISCAL YEAR 2016-2017 – ADOPTION OF TAX RATE:** To set the Potter County Property Tax Rate for the fiscal year beginning October 1, 2016. [Hood]
-

MOTION was made by Commissioner Church: I move that we approve the Property Tax Rate for fiscal year 2016, which is .62393 per \$100 value Maintenance and Operations, and .04009 per \$100 evaluation for Debt Services for a total of .66402 per \$100 value. This will effectively raise the tax rate by 3.03 percent.

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

11. **TAX OFFICE:** To consider and act upon the following:

- a. The purchase of a website design by Sturgis streamlining the process for payment:
 - b. The purchase of a desktop remit system by Technique Data Systems, Inc. allowing for scanning of checks and tax payment stubs. [Aylor]
-

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

MOTION was made by Commissioner Murguia: I make a motion that we approve the purchase of a website design by Sturgis streamlining the process for payment, and the purchase of a desktop remit system by Technique Data Systems, Inc. allowing for scanning of checks and tax payment stubs.

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

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

Commissioner Murguia gave a Neighborhood Planning update.

See Documentation

13. **LOCAL GOVERNMENT CORPORATION:** To provide an update on the Local Government Corporation. [Murguia]

Commissioner Murguia gave a Local Government Corporation update.

14. **POTTER COUNTY ANNUAL REPORT:** To review the completed Annual Report for Potter County. [Murguia]

The Potter County Annual Report was so recognized.

See Documentation

15. **POTTER COUNTY LAW ENFORCEMENT COMPLEX PROJECTS:** To hear presentations regarding the following items and consider and act upon the recommendation by the Phase III Advisory Committee to authorize the Potter County Purchasing Agent to go out for competitive sealed bids and authorize the Architectural services for the budding and construction administrative services for this project: [Phase III Advisory Committee, Architexas]

1. Projects final design and cost estimates by Architexas

- a. Projects final design and cost estimates by Architexas;
- b. Owner projected Grocery List cost summary;
- c. Purchasing Department responsibilities in the bidding process;
- d. Architexas services for the bidding and construction administrative services for this project.

John Kiehl, PRPC and Potter County Phase III Advisory Committee Communications Liaison, Mike Head, Potter County Facilities Maintenance Director, and Larry Irsik, Architexas, gave a presentation to Commissioners' Court.

MOTION was made by Commissioner Kelly: I move to authorize the County Purchasing Department to go out for competitive sealed bids on the Potter County Law Enforcement Complex project in accordance with the construction documents presented today and to allow Architexas to go forward to the next phase. 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

16. **POTTER COUNTY PROJECTS:** To hear a report on various Potter County Projects and to take any action necessary. [Head]

No projects report was given.

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

A. Collections:

- i. The discharge of Rodina Scott as Deputy effective September 7, 2016. See Documentation
- ii. The inter-departmental transfer of Frances Magley from part-time deputy to deputy to replace Rodina Scott effective 9/12/2016. [Prado] See Documentation

B. Road and Bridge:

- i. The employment of Michael Graf as Equipment Repair Supervisor as a replacement for Donnie Sutton effective 9/12/2016. [Ysaguirre] See Documentation

MOTION was made by Commissioner Church: I move we approve the employment items 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.

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

Jail population of 544 (96 female; 10 Childress) 83% felonies, 11% misdemeanors and 6 % other was given by Judge Tanner.

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

No insurance items were presented.

20. **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.

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

No agenda items were given.

County Judge Nancy Tanner adjourned the Potter County Commissioners' Court until 9:00 a.m., Monday, October 10, 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 26th day of September, 2016.

Julie Smith, Potter County Clerk

By: Stephanie Zinke Deputy



ADDENDUM

THE STATE OF TEXAS
COUNTY OF POTTER

§ IN THE POTTER COUNTY
§ COMMISSIONERS' COURT

BE IT REMEMBERED that on the 24th day of October, 2016, at 9:00 a.m. there came to and was held a Regular Meeting of the Commissioners' Court in and for Potter County, Texas, in the Commissioners' Courtroom at 500 S. Fillmore Street, Room 106, in Amarillo, Texas, Potter County, with the following present and presiding:

H.R. KELLY	COMMISSIONER, PRECINCT 1
MERCY MURGUIA	COMMISSIONER, PRECINCT 2
LEON CHURCH	COMMISSIONER, PRECINCT 3
ALPHONSO VAUGHN	COMMISSIONER, PRECINCT 4
NANCY TANNER	COUNTY JUDGE, PRESIDING

Kerry Hood, County Auditor, Julie Smith, County Clerk, and Vickie Shelton, Purchasing Agent, were present at today's meeting.

Assistant County Attorney, Tad Fowler, was present as Counsel for today's meeting.

Sheriff Brian Thomas gave the invocation.

County Judge Nancy Tanner led the public in the Pledge of Allegiance and the Pledge to the Texas Flag.

SIGNATURES: The following persons were also present for today's meeting:

COMMISSIONERS' COURT

9:00 A.M.
(TIME)

Monday
(DAY)

October 24, 2016
(DATE)

NAME	TITLE & OFFICE
Daryl R Furman	Furman Land
Peter Ventura	Furman Land
Leann Spangis	Procurement
Matt Crandall	Purchasing
Lizbeth Bresham	Aquifer Extension
Crystal Aguilar	Aquifer Extension guest w/ Elizabeth
Paul Hamilton	PCFR
Heath Acker	Santa Fe Railroad Museum
Scott Brumley	County Attorney
Sandra Hanna	Records Mgmt
Bonnie Barnett	
Mike [unclear]	PCFM
Walter Wolfgram	Smith Co Hist RR Museum
Steve Lapp	Fairly Group
Caroline Wooder	District Clerk
Mike [unclear]	KGNC
[unclear]	PCFM
Sherril Dylor	Jax

POTTER COUNTY
COMMISSIONERS' COURT AGENDA
OCTOBER 24, 2016

OCT 20 2016
10:55

JULIE SMITH
COUNTY CLERK, POTTER CO.
BY: SM DEPUTY


THE FOLLOWING MATTERS WILL COME BEFORE THE POTTER COUNTY COMMISSIONERS' COURT ON MONDAY, OCTOBER 24, 2016 at 9:00 A.M. IN THE POTTER COUNTY COURTHOUSE, 500 S. FILLMORE, AMARILLO, POTTER COUNTY, TEXAS.

1. **RECOGNITION OF MINUTES:** Recognize the minutes from the October 10, 2016 Potter County Commissioners' Court meeting.
2. **CORRECTION OF MINUTES:** To consider and approve correction of a clerical error in the minutes of the court's 09-26-16 meeting, agenda Item 15 POTTER COUNTY LAW ENFORCEMENT COMPLEX PROJECT, to correctly record Commissioner Murguia's vote as a vote "Against" rather than "In favor of" a motion made to authorize the Potter County Purchasing Agent to go out for competitive sealed bids on said project. [Murguia, Brumley]
3. **BUDGET AMENDMENTS:** To consider and act upon approving budget amendments for the 2016-2017 fiscal year. [Hood]
4. **VOUCHERS:** To consider and act upon the approval of the payment of vouchers processed by the County Auditor's office for the period of October 5, 2016 through October 19, 2016. [Hood]
5. **INSURANCE REPORT:** To recognize the insurance fund report. [Holland]
6. **WORKERS' COMPENSATION INSURANCE:** To hear a report from Steve Lapp with Fairly Consulting Group, regarding Workers' Compensation Insurance Renewal for 2016-17 and:
 - a) Consider and act upon the recommendation to renew the Workers' Compensation contract to Texas Political Subdivision for the amount of \$169,818 for the period of November 1, 2016 through October 31, 2017. This fee includes the fee for Fairly Consulting Group LLC as the County's broker to be paid separately by the County.
 - b) Authorize Potter County Judge to sign the Order to Bind Workers' Compensation, Addendum and Service Agreement and necessary contracts as they become available. [Shelton, Holland, Lapp]

7. **TREASURER'S REPORT:** To recognize Treasurer's Report:
 - a) Monthly Report
 - b) Quarterly Investment Report. [Jennings]
8. **SEVENTH COURT OF APPEALS:** To consider and act upon a construction project for the renovation of the breakroom at the Seventh Court of Appeals Office and to take any action necessary. [Quinn]
9. **NARCOTICS CANINE:** To consider and act upon the retirement of Paris, a narcotic canine, who has reached the end of her career and allow her to live out her life with Deputy Dustin Lansbury who will provide proper care and relieve the county of costs for care for her. [Coffee]
10. **FIRE STATION 5:** To consider and act upon the proposed restoration of Fire Station 5. [Fitzpatrick]
11. **POTTER COUNTY BURN BAN:** To consider and act upon the implementation of a burn ban. [Lake, Tanner]
12. **SANTA FE HISTORICAL RAILWAY MUSEUM:** To consider and act upon a recommendation of Heath Acker to be appointed to the Board of Directors of Santa Fe Historical Railway Museum. [Wolfram]
13. **PRAIRIE SOUTH ESTATES NO. 1:** To consider and act upon a plat of Prairie South Estates Unit No. 1. [Daryl R. Furman, Furman Land Surveyors, Inc.]
14. **POTTER COUNTY EXTENSION OFFICE:** To hear an update regarding activity hosted by the Potter County Extension Office. [Murguia]
15. **NEIGHBORHOOD PLANNING:** To provide an update on the City/County Neighborhood Planning process. [Murguia]
16. **LOCAL GOVERNMENT CORPORATION:** To provide an update on the Local Government Corporation [Murguia].
17. **COUNTY COMMISSIONER CONTINUING EDUCATION:** To recognize Commissioner Murguia's 19 continuing education hours, pursuant to Section 81.0025 of the Local Government Code; a County Commissioner must complete a minimum of 16 continuing education hours each calendar year. [Murguia]
18. **INTERLOCAL AGREEMENT ADDENDUM – TEXAS CONFERENCE OF URBAN COUNTIES – TECHSHARE COURT:** To consider and act upon approval of an addendum to the agreement with the Texas Conference of Urban Counties for 2017 and to authorize the County Judge to sign the agreement. [Jackson]

19. **EQUIPMENT PURCHASE:** To consider and act upon purchasing a 2017 Ram 2500 Crew 4x4 from Grapevine Dodge Chrysler Jeep in the amount of \$31,688.00 utilizing the Buyboard Contract #430-13. Funds budgeted in the 2016-2017 fiscal year. [Shelton, Ward]
20. **POTTER COUNTY PROJECTS:** To hear a report on various Potter County Projects and to take any action necessary. [Head]
21. **EMPLOYMENT ITEMS:** To consider and act upon the following employment items:
 - A. **Collections:**
 - i. The employment of Helen Diaz Martinez as deputy-part time for replacement of Frances Magley effective October 10, 2016. [Prado]
 - B. **Road and Bridge**
 - i. The termination of Jessey Griffin as summer mower effective October 27, 2016. [Ysaguirre]
 - ii. The termination of Jesse Martinez as summer mower effective October 27, 2016.
 - iii. The discharge/termination of Teddy Moody as summer mower effective October 27, 2016.
22. **JAIL REPORT:** To hear a report on the Potter County Detention Center and to take any action necessary.
23. **COUNTY INSURANCE ITEMS:** To consider and act upon any insurance claims, accidents, etc. against the county.
24. **EXECUTIVE SESSION:** To hold an executive session, if necessary, on the above agenda items as allowed by Chapter 551, Texas Government Code.
25. **AGENDA ITEMS:** To receive agenda items for the next Commissioners' Court.

THIS AGENDA NOTICE IS MADE IN ACCORDANCE WITH CHAPTER 551, TEXAS GOVERNMENT CODE, PROHIBITION OF GOVERNMENTAL BODIES FROM HOLDING MEETINGS WHICH ARE CLOSED TO THE PUBLIC, AS AMENDED. THE UNDERLYING DOCUMENTATION FOR THIS AGENDA NOTICE IS AVAILABLE FOR THE PUBLIC'S INSPECTION IN THE FOLLOWING OFFICES: THE COUNTY JUDGE, THE COUNTY CLERK, THE COUNTY AUDITOR OR THE COUNTY PURCHASING AGENT.

A handwritten signature in black ink, appearing to read "Nancy Tanner", is written over a horizontal line.

NANCY TANNER
POTTER COUNTY JUDGE

1. **RECOGNITION OF MINUTES:** Recognize the minutes from the October 10, 2016 Potter County Commissioners' Court meeting.

The minutes from the October 10, 2016 Potter County Commissioners' Court meeting were so recognized.

2. **CORRECTION OF MINUTES:** To consider and approve correction of a clerical error in the minutes of the court's 09-26-16 meeting, agenda Item 15 POTTER COUNTY LAW ENFORCEMENT COMPLEX PROJECT, to correctly record Commissioner Murguia's vote as a vote "Against" rather than "In favor of" a motion made to authorize the Potter County Purchasing Agent to go out for competitive sealed bids on said project. [Murguia, Brumley]

MOTION was made by Commissioner Murguia: I make a motion to approve the clerical error in the minutes September 26-16, to correctly reflect the vote.

SECOND was made by Commissioner Vaughn.

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

NOES: None.

Motion carried by 5-0 vote.

3. **BUDGET AMENDMENTS:** To consider and act upon approving budget amendments for the 2016-2017 fiscal year. [Hood]

MOTION was made by Commissioner Church: I move to approve the budget amendments 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. **VOUCHERS:** To consider and act upon the approval of the payment of vouchers processed by the County Auditor's office for the period of October 5, 2016 through October 19, 2016. [Hood]

Judge Tanner referenced Vouchers checks Nos. 171281-171537 and wire #796-801 in the total amount of \$2,343,011.96.

MOTION was made by Commissioner Vaughn: I move to approve the Vouchers as noted by the County Judge for October 5, 2016 through October 19, 2016.

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

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

The Insurance Fund Report was so recognized. See Documentation

6. **WORKERS' COMPENSATION INSURANCE:** To hear a report from Steve Lapp with Fairly Consulting Group, regarding Workers' Compensation Insurance Renewal for 2016-17 and:

- a) Consider and act upon the recommendation to renew the Workers' Compensation contract to Texas Political Subdivision for the amount of \$169,818 for the period of November 1, 2016 through October 31, 2017. This fee includes the fee for Fairly Consulting Group LLC as the County's broker to be paid separately by the County.
- b) Authorize Potter County Judge to sign the Order to Bind Workers' Compensation, Addendum and Service Agreement and necessary contracts as they become available. [Shelton, Holland, Lapp]

Steve Lapp, Fairly Consulting Group, and Kay Holland, Potter County Human Resources Director gave a report to Commissioners' Court.

a. MOTION was made by Commissioner Vaughn: I move to approve the recommendation to renew the Workers' Compensation contract to Texas Political Subdivision for the amount of \$169,818 for the period of November 1, 2016 through October 31, 2017.

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

b. MOTION was made by Commissioner Murguia: I make a motion to authorize the Potter County Judge to sign the Order to Bind Workers' Compensation, Addendum and Service Agreement and necessary contracts items.

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

7. **TREASURER'S REPORT:** To recognize Treasurer's Report:

- a) Monthly Report
- b) Quarterly Investment Report. [Jennings]

Leann Jennings, Potter County Treasurer, gave a Monthly Report and Quarterly Investment Report to Commissioners' Court.

The Monthly Treasurer's Report and Quarterly Investment Report were so recognized.

See Documentation

8. **SEVENTH COURT OF APPEALS:** To consider and act upon a construction project for the renovation of the breakroom at the Seventh Court of Appeals Office and to take any action necessary. [Quinn]
-

Chief Justice Brian Quinn, Seventh Court of Appeals, and Mike Head, Facilities Maintenance Director, gave an explanation to Commissioners' Court.

MOTION was made by Commissioner Murguia: I make a motion that we approve a conceptual rendering and cost review for a construction project for the renovation of the breakroom at the Seventh Court of Appeals Office.

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

9. **NARCOTICS CANINE:** To consider and act upon the retirement of Paris, a narcotic canine, who has reached the end of her career and allow her to live out her life with Deputy Dustin Lansbury who will provide proper care and relieve the county of costs for care for her. [Coffee]
-

Sheriff Brian Thomas gave an explanation to Commissioners' Court.

MOTION was made by Commissioner Kelly: I make a motion to retire Paris and allow Deputy Dustin Lansbury to keep proper care of this animal.

SECOND was made by Commissioner Vaughn.

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

NOES: None.

Motion carried by 5-0 vote.

10. **FIRE STATION 5:** To consider and act upon the proposed restoration of Fire Station 5. [Fitzpatrick]
-

Pat Fitzpatrick, Fire Rescue, and Mike Head, Facilities Maintenance Director, gave an explanation to Commissioner's Court.

MOTION was made by Commissioner Murguia: I make a motion that we approve Fire Station 5 for the proposed renovation the amount presented to Commissioners' Court and dollars to come from Capital Projects not to exceed \$156,000.00.

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

11. **POTTER COUNTY BURN BAN:** To consider and act upon the implementation of a burn ban. [Lake, Tanner]
-

Pat Fitzpatrick, Fire Rescue, spoke before Commissioners' Court.

MOTION was made by Commissioner Church: I move that we implement a burn ban for 90 days.

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

12. **SANTA FE HISTORICAL RAILWAY MUSEUM:** To consider and act upon a recommendation of Heath Acker to be appointed to the Board of Directors of Santa Fe Historical Railway Museum. [Wolfram]
-

Walter Wolfram, President of Santa Fe Historical Railway Museum, spoke to Commissioners' Court.

Heath Acker, Vice President, Amarillo National Bank, was present before Commissioners' Court.

MOTION was made by Judge Tanner: I make a motion that we appoint Heath Acker to the Board of Directors of Santa Fe Historical Railway Museum.

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

13. **PRAIRIE SOUTH ESTATES NO. 1:** To consider and act upon a plat of Prairie South Estates Unit No. 1. [Daryl R. Furman, Furman Land Surveyors, Inc.]
-

Daryl R. Furman, Furman Land Surveyors, Inc. gave an explanation to Commissioners' Court.

MOTION was made by Commissioner Church: I move that we approve the Prairie South Estates Unit No. 1 plat.

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

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

Lizabeth Gresham, Texas A&M AgriLife Extension Agent, and Crystal Aguilar, came before Commissioners' Court.

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

Commissioner Murguia gave a Neighborhood Planning report.

16. **LOCAL GOVERNMENT CORPORATION:** To provide an update on the Local Government Corporation [Murguia].

Commissioner Murguia gave a Local Government Corporation update.

17. **COUNTY COMMISSIONER CONTINUING EDUCATION:** To recognize Commissioner Murguia's 19 continuing education hours, pursuant to Section 81.0025 of the Local Government Code; a County Commissioner must complete a minimum of 16 continuing education hours each calendar year. [Murguia]

Commissioner Pct. 2 Continuing Education hours were so recognized.

See Documentation

18. **INTERLOCAL AGREEMENT ADDENDUM – TEXAS CONFERENCE OF URBAN COUNTIES – TECHSHARE COURT:** To consider and act upon approval of an addendum to the agreement with the Texas Conference of Urban Counties for 2017 and to authorize the County Judge to sign the agreement. [Jackson]

MOTION was made by Commissioner Church: I move we approve the addendum to the agreement with the Texas Conference of Urban Counties for 2017 and to authorize the County Judge to sign the agreement.

SECOND 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. **EQUIPMENT PURCHASE:** To consider and act upon purchasing a 2017 Ram 2500 Crew 4x4 from Grapevine Dodge Chrysler Jeep in the amount of \$31,688.00 utilizing the Buyboard Contract #430-13. Funds budgeted in the 2016-2017 fiscal year. [Shelton, Ward]

Nick Ward, Facilities Maintenance, came before Commissioners' Court.

MOTION was made by Commissioner Kelly: I make a motion to purchase the 2017 Ram 2500 Crew 4x4 from Grapevine Dodge Chrysler Jeep in the amount of \$31,688.00 utilizing the Buyboard Contract #430-13. Funds budgeted in 2016-2017 fiscal year.

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

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 an update to Commissioners' Court on various Potter County projects.

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

A. Collections:

- i. The employment of Helen Diaz Martinez as deputy-part time for replacement of Frances Magley effective October 10, 2016.
[Prado] See Documentation

B. Road and Bridge

- i. The termination of Jessey Griffin as summer mower effective October 27, 2016. [Ysaguirre]
See Documentation
- ii. The termination of Jesse Martinez as summer mower effective October 27, 2016.
See Documentation
- iii. The discharge/termination of Teddy Moody as summer mower effective October 27, 2016.
See Documentation
-

MOTION was made by Commissioner Kelly: I so move.

SECOND was made by Commissioner Murguia.

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

NOES: None.

Motion carried by 5-0 vote.

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

Jail population of 568 (98 female; 6 Childress) 81% felonies and 13% misdemeanors was given by Judge Tanner.

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

No insurance items were presented.

24. **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.

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

Commissioner Church requested discussion in regards to three Resolutions to be presented in the next Legislative Session.

County Judge Nancy Tanner adjourned the Potter County Commissioners' Court until 9:00 a.m., Monday, November 14, 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 24th day of October, 2016.

Julie Smith, Potter County Clerk

By: *Stephanie Jenke* Deputy

