

1. **APPROVAL OF MINUTES:** Recognize the minutes from the November 13, 2017 Potter County Commissioners' Court and Special Potter County Commissioners' Court regarding payroll meeting and the November 16, 2017 Special Commissioners' Court to canvass the vote.

The minutes from the November 13, 2017 Regular Potter County Commissioners' Court meeting which included payroll and other bills and the Special meeting on November 16, 2017 were so recognized.

2. **BUDGET AMENDMENT:** To consider and act upon approving budget amendments for the 2016-17 fiscal year.

MOTION was made by Commissioner Murguia: I make a motion that we approve the budget amendments for the 2016-2017 fiscal year 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

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 November 8 through November 17. [Hood]

Judge Tanner referenced Vouchers checks Nos. 177793-177963 and wire #994-998 in the amount of \$1,483,723.32.

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

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

4. **POTTER COUNTY PROPOSITION 1 (HELP US HELP YOU):** To hear a report from the Committee that worked on this measure. [Church, Hamilton and Callaway]

Lelan Callaway, Eagle Tree Resident, and Paul Hamilton, Bushland Homeowners Association, spoke before Commissioners' Court.

Commissioners' Court made a presentation to Lelan Callaway and Paul Hamilton for being instrumental in the success of Proposition 1.

Chief Richard Lake and Assistant Chief Pat Fitzpatrick, Potter County Fire Rescue, made a presentation to Commissioner Church, Lelan Callaway, Paul Hamilton, and Mike Kendrick for the work done towards the success of Proposition 1.

5. **BUDGETED SALARIES BY POSITION:** To consider and act upon the transfer of funds between positions. [Sims, Hood]
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Randall Sims, 47th District Attorney, gave an explanation to Commissioners' Court.

MOTION was made by Commissioner Church: I move we approve the request for the transfer of funds between positions in the District Attorney's office.

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

6. **WESTLAW CONTRACT FOR JUDGES AND PROSECUTORS.** To consider and act upon a contract with Thomson-Reuters to upgrade to an all-inclusive Westlaw government package for legal research. Cost and annual increase to remain the same as our current agreement. [Hood]
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MOTION was made by Commissioner Murguia: I make a motion that we approve a contract with Thomson-Reuters to upgrade to an all-inclusive Westlaw government package for legal research, cost and annual increase to remain the same.

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. **INSURANCE REPORT:** To recognize the insurance fund report. [Holland]
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The Insurance Fund Report was so recognized.

See Documentation

8. **TREASURER'S REPORT:** To recognize the monthly investment report. [Jennings]
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Leann Jennings, Potter County Treasurer, gave an investment report to Commissioners' Court.

The monthly investment Treasurer's Report was so recognized.

See Documentation

9. **TAX OFFICE:** To consider and act upon tax refund for over-payment of taxes. [Aylor]
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Sherri Aylor, Potter County Tax Assessor Collector, spoke before Commissioners' Court.

MOTION was made by Commissioner Church: I move that we approve the tax refund for over-payment to Daugherty Family Trust.

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. **PUBLIC DEFENDER OFFICE.** To consider and act upon the appointment of a committee to study the advantages, disadvantages, procedures, and feasibility of establishing a public defender office and to appoint John Kiehl from PRPC as facilitator. [Vaughn]
-

Nominees made by Commissioners' Court include the following: Constable Georgia Estrada, Attorney Dee Miller, Attorney Kevin Isern and Judge Abe Lopez.

John Kiehl, Regional Services Director Panhandle Regional Planning Commission, spoke before Commissioners' Court.

MOTION was made by Commissioner Vaughn: I move that we approve of the selected committee members as seated this morning appointing a committee for the research of a Public Defender's Office and approve John Kiehl as Facilitator of this group (including those nominated by Commissioners' Court – Constable Georgia Estrada, Dee Miller, Kevin Isern and Judge Abe Lopez).

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. **2018 BAIL BOND BOARD:** To consider and act upon the nomination of W.F. "Corky" Roberts to the Potter County Bail Bond Board for 2018. [Sirmon]
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MOTION was made by Judge Tanner: I make a motion that we appoint Judge Roberts.

SECOND was made by Commissioner Church.

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

NOES: None.

Motion carried by 5-0 vote.

12. **BURN BAN:** To consider and act upon implementing a burn ban for a 90-day period and take any action necessary. [Tanner, Lake]
-

Chief Richard Lake, Potter County Fire Rescue, spoke before Commissioners' Court.

MOTION was made by Commissioner Church: I move that we implement a burn ban for a 90-day period starting today that covers all of the unincorporated parts of our County.

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

13. **POTTER COUNTY ASSISTANCE DISTRICT NO. 1.** To consider and act upon an order recognizing creation of the Potter County Assistance District No.1, and establishing the Potter County Commissioners Court as the governing body thereof. [Tanner]
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MOTION was made by Commissioner Church: I move that we approve the order recognizing creation of the Potter County Assistance District No.1, and establishing the Potter County Commissioners Court as the governing body of that Assistance District.

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

14. **OPIOID LITIGATION, DISCUSSION ONLY.** To consider whether to pursue participation in multi-district opioid-related litigation [Tanner]
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Mark Logsdon, Attorney at Mullin Hoard & Brown Law Firm and Jack Walker, Attorney at Martin Walker Law Firm in Tyler, Texas, spoke before Commissioners' Court.

Discussion was held. No action was taken.

See Documentation

15. **POTTER COUNTY LAW ENFORCEMENT DOWNTOWN SHERIFF ADMINISTRATION ABATEMENT PROJECTS PHASE II AND III PROFESSIONAL SERVICES:** To consider and act upon the approval of the proposal from Sun City Analytical for their Professional Services regarding the Abatement Design and Project Management. Funds budgeted. [Shelton, Head]
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Mike Head, Potter County Facilities Maintenance Director, gave an explanation to Commissioners' Court.

MOTION was made by Commissioner Murguia: I make a motion that we approve the proposal from Sun City Analytical for their Professional Services regarding the Abatement Design and Project Management.

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. **POTTER COUNTY LAW ENFORCEMENT CENTER PROJECT:** To consider and act upon an Amendment (Amendment #6) to the design services agreement with Architexas for additional design services related to drainage and access control. [Kiehl]
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John Kiehl, Regional Services Director at Panhandle Regional Planning Commission, gave an explanation to Commissioners' Court.

MOTION was made by Commissioner Church: I move we approve the Amendment #6 to the design services agreement with Architexas.

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

17. **EQUIPMENT REPAIR/REPLACE:** To consider and act upon replacing EPSON GT 1500 Scanner, PC #18740, that is unrepairable. Funds to be taken from equipment repair and replacement. [Shelton, Head]
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MOTION was made by Commissioner Kelly: I make a motion to approve the purchase of the EPSON GT 1500 Scanner, PC #18740 that is unrepairable, in the amount of \$1,293.02.

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

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

- a. PC #20902-2013 Chevrolet Tahoe from Auction to Facilities Maintenance.
[Shelton, Head]
-

Mike Head, Potter County Facilities Maintenance Director, gave an explanation to Commissioners' Court.

MOTION was made by Commissioner Kelly: I move to approve the 2013 Chevrolet Tahoe from Auction to Facilities Maintenance.

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

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

A. **MAINTENANCE AND FACILITIES:**

1. The resignation of Pedro Arredondo as assistant groundskeeper.
[Head] See Documentation

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

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

Mike Head, Potter County Facilities Maintenance Director, gave a report to Commissioners' Court on various Potter County projects. Nicholas Wade, Assistant Potter County Facilities Maintenance Director, gave a report on the Memorial Stadium.

No action was taken on this item.

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

Jail population of 588 (93 female; 0 other facilities) 83% felonies and 19% 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.

Parking Garage Safety Concerns; Brandon Dukes, Extension Office; Opioid Litigation

County Judge Nancy Tanner recessed the Potter County Commissioners' Court until 9:00 a.m., Tuesday, November 28, 2017, in the Potter County Commissioners' Courtroom at 500 S. Fillmore, Room 106, Amarillo, Texas, to conduct a Special Meeting of the Potter County Commissioners' Court.

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 27th day of November, 2017.

Julie Smith, Potter County Clerk

By: Stephnie Menke, Deputy