

1. **APPROVAL OF MINUTES:** Recognize the minutes from the July 10, 2017 Potter County Commissioners' Court meeting.

The minutes from the July 10, 2017 Potter County Commissioners' Court meeting 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 July 5, 2017 through July 19, 2017. [Hood]

Judge Tanner referenced Vouchers checks Nos. 175709-175950 and wire #925-934 in the total amount of \$5,210,359.35.

MOTION was made by Commissioner Vaughn: I move that we approve of the Vouchers as noted by the County Judge for checks Nos. 175709-175950 and wire #925-934 in the amount of \$5,210,359.35.

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

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

The Insurance Fund Report was so recognized.

See Documentation

4. **TREASURER'S REPORT:** To recognize:

- a. The monthly report;

- b. Third quarterly treasurer's report. [Jennings]

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

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

See Documentation

5. **FUNDING FOR NIGHT-SHIFT MAGISTRATES.** To receive a presentation regarding shared funding for night-shift magistrate positions in cooperation with the City of Amarillo and Randall County, and to take such action as may be appropriate. [John Board, Sonya Letson, Wade Overstreet, Robert Love]

The Honorable John Board, 181st District Judge, made a presentation to Commissioners Court regarding shared funding for night-shift magistrate positions.

No action was taken on this item.

See Documentation

6. **PROPOSED ADDITIONAL SCOPES OF WORK TO THE POTTER COUNTY LAW ENFORCEMENT (LE) COMPLEX PROJECT:** To consider and act upon recommendations from the County's Phase III Advisory Committee to incorporate certain additional Scopes of Work into the Potter County Law Enforcement Center Complex project. [Kiehl]
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John Kiehl, Potter County Phase III Advisory Committee Communications Liaison, Sheriff Thomas, Potter County, and Mike Head, Potter County Facilities Maintenance Director, gave an explanation to Commissioners' Court.

MOTION was made by Commissioner Church: I move that we approve the five scopes of work - Site Restoration, Property Line Fencing, Sally-Porte Roadway Enhancement, Perimeter Road Enhancement, Site Security Lighting.

SECOND was made by Commissioner Kelly.

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

NOES: Commissioner Murguia.

Motion carried by 4-1 vote.

See Documentation

7. **SHERIFF'S AND CONSTABLE'S FEES:** To consider and act upon approving the Sheriff's and Constable's Civil Process fees for 2018. [Thomas, Smith, Tanner]
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MOTION was made by Commissioner Kelly: I move that we keep those processes the same with no change.

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

8. **CAPITAL CREDIT FUNDS:** To certify the receipt of \$3,332.33 under Texas Property Code §74.602, determine the use of these funds, and set a budget, accordingly. [Hood]
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Judge Tanner corrected the amount received as \$3,594.49.

MOTION was made by Judge Tanner: I make a motion that we split it between Meals on Wheels and Snack Pak 4 Kids.

SECOND was made by Commissioner Murguia.

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

NOES: None.

Motion carried by 5-0 vote.

9. **AUTHORIZATION OF AN ELECTION TO ESTABLISH A POTTER COUNTY ASSISTANCE DISTRICT:** To consider and approve the authorization to conduct an election to establish a Potter County Assistance District 1 in the unincorporated areas of Potter County. The creation of this district includes the imposition of an additional sales tax on sales within the assistance district, the proceeds from which will be used on Fire and Rescue Department equipment replacement. (Church, Hamilton, Callaway)
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Paul Hamilton, Bushland Homeowners Association, and Lelan Callaway, Eagle Tree Resident, spoke before Commissioners' Court.

MOTION was made by Commissioner Church: I move that we approve the authorization to put on the ballot to establish a Potter County Assistance District 1 in the unincorporated areas of Potter County.

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. **DPS SUPPLY CONTRACT.** To approve renewal of Potter County's Interlocal Contract with the Texas Department of Public Safety for DPS standardized forms, manuals, and supplies for gathering and testing of forensic evidence. [Coffee, Brown]
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Captain John Coffee, Potter County Sheriff's Office, spoke before Commissioners' Court.

MOTION was made by Commissioner Kelly: I move that we accept the motion to have supplies by DPS.
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. **VOLKSWAGEN LITIGATION.** To receive a presentation from attorney Brian Heinrich regarding participation in Volkswagen litigation and take such action as may be appropriate. [Brian Heinrich]
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Attorney Brian Heinrich, Templeton Smithee Hayes Heinrich & Russell Law Firm, and Attorney Earnest Wotring, Baker Wotring Law Firm, made a presentation to Commissioners' Court regarding participation in Volkswagen litigation. Scott Brumley, Potter County Attorney, spoke before Commissioners' Court.

No action was taken on this item.

12. **SURPLUS PROPERTY DISPOSAL:** To consider and act upon disposing of the attached list of items that did not sell at auction. [Shelton]
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MOTION was made by Commissioner Murguia: I make a motion that we approve disposing of the proposed list that did not sell at auction.

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. **FORMAL BID RENEWAL:** To consider and act upon renewing Formal Bid #1092-14 Transportation and Storage of Human Remains with A to D Mortuary Service for an additional one year term from 8/1/2017 through 7/31/2018. Pricing is unchanged from the previous contract term. [Shelton]
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MOTION was made by Commissioner Church: I move we renew the Formal Bid #1092-14

Transportation and Storage of Human Remains with A to D Mortuary Service.

SECOND was made by Commissioner Kelly.

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

NOES: None.

Motion carried by 5-0 vote.

14. **FORMAL BID #1147-17 JANITORIAL SUPPLIES:** To consider and act upon the award of Formal Bid #1147-17 Janitorial Supplies to the lowest and best bids. [Shelton]
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MOTION was made by Commissioner Murguia: I make a motion that we approve Formal Bid #1147-17 Janitorial Supplies 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

15. **LOCAL GOVERNMENT CORPORATION and NEIGHBORHOOD PLANNING:** To hear an update on the Local Government Corporation and Neighborhood Planning Committee. [Murguia]
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Commissioner Murguia gave a Local Government Corporation and Neighborhood Planning update.

16. **COUNTY BUDGET.** To convene budget workshop meetings in the Commissioners' Courtroom for review and discussion of departmental budget submissions for the County's 2017-2018 as follows:

Monday 07-24-17 at 10:30 a.m.;
Tuesday 07-25-17 at 9:00 a.m.;
Wednesday 07-26-17 at 9:00 a.m.

Monday, July 24, 2017

Elected Officials and Department Heads came before Commissioners' Court to make requests. Discussion was held in regards to budget requests.

No formal action was taken.

Judge Tanner recessed the Commissioners' Court at 1:45 p.m. and will reconvene Tuesday, July 25, 2017 at 9:00 a.m.

Tuesday, July 25, 2017

Elected Officials and Department Heads came before Commissioners' Court to make requests. Discussion was held in regards to budget requests.

No formal action was taken.

Judge Tanner announced that there would not be a meeting on Wednesday due to the completion of the budget workshop.

See Documentation

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

A. INFORMATION TECHNOLOGY:

- i. The transfer of Brandon Purrington as Interim Director to Information Technology Manager as a replacement for Jason Patrick effective July 10, 2017. [Tanner] See Documentation
- ii. The lowering of the System Administrator position salary from \$63,682.27 to \$60,000 while raising the salary of the Network Engineer position from \$55,000 to \$58,682.27 effective immediately. [Purrington]

B. ROAD AND BRIDGE:

- i. The employment of Adrian Maldonado as a summer mower as a replacement for Pedro Arredondo effective July 19, 2017;
See Documentation
- ii. The employment of Calvin Banks as seasonal road crew effective July 19, 2017. [Ysaguirre] 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.

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

19. **JAIL REPORT:** To hear a report on the Potter County Detention Center and to take any action necessary.
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Jail population of 591 (85 female; 8 Childress) 86% felonies and 10% misdemeanors was given by Sheriff Thomas.

20. **COUNTY INSURANCE ITEMS:** To consider and act upon any insurance claims, accidents, etc. against the County.
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Tad Fowler, Assistant County Attorney, gave a report in regards to the Road and Bridge Department.

21. **EXECUTIVE SESSION:** To hold an executive session, if necessary, on the above agenda items as allowed by Chapter 551, Texas Government Code.
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No executive session was held.

22. **AGENDA ITEMS:** To receive agenda items for the next Commissioners' Court.
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Volkswagen Litigation

County Judge Nancy Tanner adjourned the Potter County Commissioners' Court until 9:00 a.m., Monday, August 14, 2017, 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 July, 2017.

Julie Smith, Potter County Clerk

By: Stephnie Menke, Deputy