

AUG 10 2017

JULIE SMITH  
COUNTY CLERK, POTTER CO.

BY  DEPUTY

POTTER COUNTY  
COMMISSIONERS' COURT AGENDA

August 14, 2017

THE FOLLOWING MATTERS WILL COME BEFORE THE POTTER COUNTY COMMISSIONERS' COURT ON MONDAY, AUGUST 14, 2017 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 July 24, 2017 Potter County Commissioners' Court meeting and Budget Review meetings on July 24 and July 25, 2017.
2. **BUDGET AMENDMENT:** To consider and act upon approving a budget amendment for the 2016-2017 fiscal year.
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 July 19, 2017 through August 9, 2017. [Hood]
4. **INSURANCE REPORT:** To recognize the insurance fund report. [Holland]
5. **GROUP INSURANCE FUNDING:** To consider and act upon a recommendation of the Insurance Advisory Committee to set Group Insurance Funding Levels for FY17-18 to include plan design changes as presented and to authorize County Judge to sign necessary documents. (Insurance Advisory Committee)
6. **SHERIFF AND CONSTABLE FEES:** To consider and act upon setting and approving the Sheriff & Constable Fees for Civil Process Service effective 1/1/2018. [Thomas/Johnson/Smith]
7. **ELECTIONS: November 7, 2017 Special Election**
  - a. To issue the Order of Election for the purpose of Authorizing Potter County Assistance District No. 1 for November 7, 2017.
  - b. To consider and accept the Order establishing Early Voting locations, times and judges in the November Special Election.
8. **ELECTIONS: Voting Equipment**
  - a. To consider and accept the contract for new voting equipment.

- b. To vote to adopt the Verity Voting System from Hart Intercivic for use in Potter County elections beginning with the November 7, 2017 Special Election.
9. **TEXAS AGRILIFE EXTENSION SERVICE:** To hear an update on the extension office by Lizabeth Gresham [Murguia]
10. **TEXAS AGRILIFE EXTENSION SERVICE:** To consider and act upon the modification of the title of the Administrative Assistant to Program Assistant and to move a portion of the salary budget from the Office Manager position to the Program Assistant. [Hicks]
11. **BUSHLAND SCHOOL'S OFFER TO PROVIDE SOME FUNDING FOR WIDENING SIMMONS ROAD:** To consider and act upon any decision needed in regards to Bushland ISD offer to help fund this road project. [Church]
12. **LGC POTTER COUNTY MEMBERSHIP:** To consider and act upon the appointment of a new member to LGC from Commissioners Court. (Church)
13. **NATIONAL PROCUREMENT INSTITUTE:** To recognize that the Potter County Purchasing Department has earned the 2017 Annual Achievement of Excellence in Procurement Award. [Tanner]
14. **DEPARTMENT HEADS:** To recognize the change in overseeing of department heads that report to commissioners' court changing Judge Tanner to Collections and Commissioner Murguia to IT. [Tanner]
15. **POTTER COUNTY BURN BAN:** To hear a report from Richard Lake on the burn ban and to take any action necessary. [Lake]
16. **COMMUNICATIONS TOWER:** To consider and act upon acceptance of the vendor bid by CommTech for erecting a communications tower at the County Extension office in order to supply them with a faster and more reliable network connection in the amount of \$25,043.02. Funding to be determined. [Purrington, Shelton]
17. **CRMWA EASEMENT.** To consider and act upon a proposal from the Canadian River Municipal Water Authority to purchase a pipeline easement across county property. [Tanner, CRMWA representatives]
18. **AUTHORIZATION FOR TCEQ COMPLIANCE.** To consider authorization required by the Texas Commission on Environmental Quality for discharge of treated effluent at the Love's Travel Stop # 200 expansion project. [Church, Bryce Canady, P.E. - Murfee Engineering].

19. **SCHOOL RESOURCE OFFICER FOR BUSHLAND.** To consider approval of Sheriff hiring a temporary second School Resource Officer for Bushland ISD, at BISD expense, subject to BISD board approval. [Coffee].
20. **RENEWAL OF LAND USE LICENSE.** To approve renewal of a land use license for Fire Department water storage at 13511 Indian Hill Road. [Lake, Fitzpatrick].
21. **LAW ENFORCEMENT CENTER.** To consider and act upon proposed contracts with Advanced Communications, Inc. for access control, security cameras, and cable installations for the Law Enforcement Center (funds budgeted). [Purrington, Shelton, Fowler].
22. **TAX INCREMENT REINVESTMENT ZONE (TIRZ) #2:** To provide an update on the Tax Increment Reinvestment Zone (TIRZ) #2 – East Gateway TIRZ. [Murguia]
23. **NEIGHBORHOOD PLANNING:** To receive the quarterly report from the City of Amarillo regarding County funds contributed to the Neighborhood projects.
24. **CHILLER MAINTENANCE:** To consider and act upon approving an agreement for chiller maintenance at the County Courthouse with TD Industries in the amount of \$9,082.00 from National IPA #R150501-TX-15160. Funds currently budgeted. [Shelton, Wade]
25. **HAZMAT TRAILER:** To consider and act upon approving the purchase of a replacement cargo trailer for Fire Rescue with Young’s Trailer Sales, Inc. in the amount of \$11,425.00 and to approve a transfer of funds from the Non-Capital account to the Capital Equipment account. [Shelton, Lake]
26. **REPLACEMENT SCBA:** To consider and act upon approving the purchase of an AVON Delt-Air SCBA 4500 PSI and Cylinder for Fire Rescue with Panhandle Breathing Air Systems in the amount of \$8,570.00 and to approve transfer funds from the Awards & Recognition account to the Capital Equipment account. [Shelton, Lake]
27. **BUDGET FOR FISCAL YEAR 2017-18:**
  - a. To discuss the proposed budget for Fiscal Year 2017-27, and take any action necessary.
  - b. To announce Monday, August 28, 2017 @ 9:00 a.m. as the date for the public hearing on the budget.
28. **EMPLOYMENT ITEMS:** To consider and act upon the following employment items:
  - A. **Road and Bridge:**
    1. The employment of Bryon Campbell as a summer mower as a replacement for Troy Brown effective July 31, 2017.

2. The resignation of Colby Shaef as summer mower effective August 14, 2017. [Ysaguirre]

**B. Elections:**


1. The change in employment for Monica Amador back to 20 hours per week beginning August 16, 2017. [Huntley]

**C. Facilities and Maintenance:**

1. The employment of Coey David Daniel as groundskeeper 1 as a replacement for Quinton Stewart effective August 16, 2017.

29. **POTTER COUNTY PROJECTS:** To hear a report on various Potter County Projects and to take any action necessary. [Head]
30. **JAIL REPORT:** To hear a report on the Potter County Detention Center and to take any action necessary.
31. **COUNTY INSURANCE ITEMS:** To consider and act upon any insurance claims, accidents, etc. against the county.
32. **EXECUTIVE SESSION:** To hold an executive session, if necessary, on the above agenda items as allowed by Chapter 551, Texas Government Code.
33. **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.**

  
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NANCY TANNER  
POTTER COUNTY JUDGE