

1. **APPROVAL OF MINUTES:** Recognize the minutes from the September 7, 2017 Special Commissioners' Court meeting and September 11, 2017 Potter County Commissioners' Court meeting.

The minutes from the September 7, 2017 Special Commissioners' Court meeting and September 11, 2017 Regular 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 September 6, 2017 through September 20, 2017. [Hood]

Judge Tanner referenced Vouchers checks Nos. 176791-177049 and wire #957-966, including the amendment of Voucher 177056, for a total amount of \$7,690,767.50.

MOTION was made by Commissioner Vaughn: I move that we approve of the Vouchers as noted by the County Judge, with the added amendment, for a total of \$7,690,767.50.

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

The Insurance Fund Report was so recognized.

See Documentation

4. **TREASURER'S REPORT:** To recognize the monthly report. [Jennings]

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

The monthly Treasurer's Report was so recognized.

See Documentation

5. **ELECTIONS:** To inform the Commissioner's Court about the Mock Election for Tuesday, September 26 as well as the collaboration with the Amarillo Museum of Art for a new "I Voted" sticker to be unveiled at the Mock Election. [Huntley]

Melynn Huntley, Elections Administrator, informed Commissioners' Court of the mock election that will take place from 9:00 a.m. – 3:00 p.m., as well as the new "I Voted" sticker to be unveiled at 10:30 a.m. on Tuesday, September 26, 2017.

6. **REPORT ON MOTOROLA PROJECT.** To receive a report from the County's project management team regarding progress on the Motorola radio communication and emergency response system. [Dotts, Fitzpatrick, Purrington]
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Dallas Dotts, Potter County Sheriff's Office, and Pat Fitzpatrick, Potter County Fire Rescue gave a report on the Motorola Project.

7. **POTTER COUNTY MEMORIAL STADIUM LEASE.** To discuss expiration of the Southern Independent Baseball League lease on Potter County Memorial Stadium and potential for a lease contract with San Jacinto Academy. [Tanner]
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Discussion was held. No action was taken. See Documentation

8. **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. [Vaughn]
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This item was passed for two weeks.

9. **WESTLAW CONTRACT FOR PUBLIC LIBRARY.** To consider and act upon a contract with Westlaw for public access to online legal research. [Hood, Fowler]
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MOTION was made by Commissioner Murguia: I make a motion that we approve the contract with Westlaw for public access to online legal research at the Amarillo Public Library.

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

10. **BUSHLAND ROAD IMPROVEMENTS:** To consider and act upon any action necessary to address the email and concerns of the Bushland ISD Superintendent and the School Board. [Church]
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Commissioner Church gave an update on the Bushland Road Improvement request. No action was taken. See Documentation

11. **POTTER COUNTY EXTENSION OFFICE:** To hear an update on open Potter County Extension Agent positions. [Dukes, Murguia]
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Brandon Dukes, District Extension Administrator, gave an update on Potter County Extension Agent positions. Commissioner Murguia introduced Elaina Cunningham, the new Potter County Extension Program Assistant.

12. **2107 EDWARD BYRNE MEMORIAL JUSTICE GRANT PROGRAM:** To consider and act upon the interlocal agreement between City of Amarillo and Potter County regarding the 2017 Edward Byrne Memorial Justice Assistant Grant Program. [Johnson]
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This Agenda Item should read 2017 EDWARD BYRNE MEMORIAL JUSTICE GRANT PROGRAM.

Chief David Johnson, Potter County Sheriff's Office, gave an explanation to Commissioners' Court.

MOTION was made by Commissioner Murguia; I make a motion that we approve the interlocal agreement between City of Amarillo and Potter County for the 2017 Edward Byrne Memorial Justice Assistant Grant Program.

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 #1136-16 Electrical Maintenance with David Moore Electric Co., LLC for an additional one year term from 11/1/2017 through 10/31/18 as per bid contract. [Shelton]
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MOTION was made by Commissioner Church: I move we renew the Formal Bid #1136-16 Electrical Maintenance with David Moore Electric Co.

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. **AMENDMENT PROFESSIONAL SERVICES AGREEMENT:** To consider and act upon approving an amendment in the amount of \$3,500.00 to the ARCHITEXAS contract, for engineering work in modification of Sally Port Revisions and Motorola Equipment additions. 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 Vaughn: I move to approve of the amendment in the amount of \$3,500.00 to the ARCHITEXAS contract, for engineering work in modification of Sally Port Revisions and Motorola Equipment additions. Funds are budgeted.

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

15. **TAX RATE-FISCAL YEAR 2017-2018:** To consider and act upon an order setting the Potter County Property Tax Rate for the fiscal year beginning October 1, 2017.

- a. Maintenance and Operations Rate of \$.62773
- b. Debt Service Rate of .04227, for a total rate of \$.67 per \$100 valuation.

MOTION was made by Commissioner Church: I move that the Property Tax Rate be increased by the adoption of a tax rate of .6700, which is effectively a 4.51% increase in the tax rate.

SECOND was made by Commissioner Vaughn.

AYES: Commissioners Church, Vaughn and Judge Tanner.

NOES: Commissioner Murguia and Kelly.

Motion carried by 3-2 vote.

See Documentation

16. **PROCEDURE AND POLICY IMPLEMENTATION:** To consider and act upon implementing procedure/policy requiring any salary changes above and beyond what was presented during budget process to come before Commissioners' Court for approval. [Hood, Tanner]

MOTION was made by Commissioner Vaughn: I move to act upon implementing procedure/policy requiring any salary changes above and beyond what was presented during budget process to come before Commissioners' Court for approval.

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

17. **POTTER-RANDALL APPRAISAL DISTRICT:** To consider and act upon the appointment of one board member to serve a two year term. [Tanner]

This item was passed for two weeks.

See Documentation

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

A. **MAINTENANCE AND FACILITIES:**

- 1. The transfer of Lawrence Trent Allen to Lead Technician IV as a replacement for Cecil Echols effective October 1, 2017.

See Documentation

- 2. The transfer of Pedro Christopher Serna Mechanic Technician III as a replacement for Lawrence Trent Allen effective October 1, 2017.

See Documentation

3. The transfer of James Haskins to Mechanic Technician II as a replacement for Pedro Christopher Serna effective October 1, 2017.
[Head] See Documentation

B. EXTENSION OFFICE:

1. The employment of Elaina Cunningham as Extension Program Assistant effective September 14, 2017.
See Documentation
2. The resignation of Tina Hicks as County Extension Agent effective September 30, 2017. [Greshem]
See Documentation

C. ROAD AND BRIDGE:

1. The discharge of Bryon Campbell as a summer mower effective September 12, 2017. See Documentation
2. The discharge of Leslie Pringle as a summer mower effective September 21, 2017. See Documentation
3. The discharge of Calvin Banks as seasonal road crew effective September 21, 2017. [Ysaguirre]
See Documentation

D. ELECTIONS:

1. The change in status to full time for Monica Amador as deputy clerk from October 9 – November 8, 2017 for the purpose of additional work for the November election. [Huntley]
See Documentation

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

SECOND was made by Commissioner Murguia.

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

NOES: None.

Motion carried by 5-0 vote.

19. **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.

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

The jail population of 585 (91 female; 0 Childress) 84% felonies and 9% misdemeanors was given by Judge Tanner.

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

Vickie Shelton reported an insurance claim involving a Sheriff's Office vehicle.

22. **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.

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

Public Defender Office; Potter-Randall Appraisal District

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

Julie Smith, Potter County Clerk

By: Stephnie Menke, Deputy