

1. **RECOGNITION OF MINUTES:** To recognize the minutes from the December 9, 2019 Potter County Commissioners' Court.

The minutes from the December 9, 2019 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 December 4 to December 18, 2019. [Hood]

Judge Tanner referenced Vouchers checks Nos. 188734-188943 and wire transfers 1333-1337 in the total amount of \$2,954,550.35.

MOTION was made by Commissioner Vaughn: I move to approve the checks and wire transfers as stated by the County Judge in the amount of \$2,954,550.35.

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. **TREASURER'S REPORT:** To hear the Monthly Treasurer's Report. [Jennings]

Brooke Graves, Potter County Assistant Treasurer, provided a monthly Treasurer's Report to Commissioners' Court.

The Monthly Treasurer's Report was so recognized. See Documentation

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

The Insurance Fund Report was so recognized. See Documentation

5. **TAX OFFICE:** To consider and act upon tax refunds for over-payment of taxes. [Hood]

MOTION was made by Commissioner Murguia: I make a motion that we approve refunds for the over-payment of taxes as presented to the Court, taxes paid by CoreLogic.

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. **DISTRICT CLERK:** To consider and act upon changing a vacant full time position in the criminal department in the District Clerk's office to a time share position. Two part-time positions of 20 hours each. Salary to be split between positions. (Snider, Parsons)

Kim Parsons, Potter County District Clerk Chief Deputy, provided an explanation to Commissioners' Court.

MOTION was made by Commissioner Church: I would move that we approve the filling of two part-time positions 20 hours each, salary to be split between those positions.

SECOND was made by Commissioner Vaughn.

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

NOES: Commissioner Murguia.

Motion carried by 4-1 vote.

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7. **IT UPDATE:** To hear a report on the current status of IT projects. [Andrews]

David Blankenship and Tyler Andrews, Andrews and Associates, provided an update to Commissioners' Court on the current status of IT projects.

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8. **LOCAL GOVERNMENT CORPORATION:** To hear an update on the LGC. [Tanner]

Judge Tanner provided and LGC update.

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9. **MENTAL HEALTH SERVICES.** To consider and approve an inter-local agreement for cost sharing in relation to mental health proceedings conducted in Potter County. [Tanner]

MOTION was made by Commissioner Murguia: I make a motion that we approve the inter-local agreement for cost sharing in relation to mental health proceedings conducted in Potter 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

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10. **BAIL BOND BOARD:** To appoint Judge Matt Hand to the 2020 Potter County Bail Bond Board. [Tanner]

MOTION was made by Commissioner Church: I move we appoint Judge Hand to the 2020 Potter County Bail Bond Board.

SECOND was made by Commissioner Vaughn.

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

NOES: None.

Motion carried by 5-0 vote.

11. **FORMAL PROPOSAL 1135-16 RENEWAL JAIL MEALS:** To consider and act upon the renewal of formal proposal 1135-16 with Five Star Correctional Services. Renewal will include a price increase of 1.030 per meal as allowed in the proposal. Effective date February 11, 2020 – February 10, 2021. [Chief Johnson, Lonning]

MOTION was made by Commissioner Kelly: I move to approve the formal proposal 1135-16, renewal of the jail meals.

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

12. **EQUIPMENT PURCHASE (FIRE RESCUE):** To consider and act upon the purchase of a 2006 Ford F350 ambulance from New Deal Fire/EMS. Total purchase price \$11,500.00 funds to come from CAD. [Chief Lake]

Chief Richard Lake, Potter County Fire Rescue, provided an explanation to Commissioners' Court.

MOTION was made by Commissioner Church: I move we approve the purchase of a 2006 Ford F350 ambulance from New Deal Fire/EMS total price \$11,500.00, funds from CAD.

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

13. **BURN BAN:** To discuss, consider and act upon a burn ban for Potter County. [Chief Lake]

Chief Richard Lake, Potter County Fire Rescue, provided an explanation to Commissioners' Court.

No action was taken on this item.

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

A. **MAINTENANCE AND FACILITIES:**

1. The termination of Suzana Lozano as Custodian I effective November 26, 2019. [Wade] See Documentation

B. **HUMAN RESOURCES:**

1. The employment of Cheryl Cordeniz as payroll assistant. Funds budgeted. [Holland] See Documentation
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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.

15. **POTTER COUNTY PROJECTS:** To hear a report on various Potter County projects and to take any action necessary. [Wade]
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Nicholas Wade, Potter County Facilities Maintenance Director, provided a report to Commissioners' Court on various Potter County projects.

16. **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 497 (75 Female; 0 Childress/Other) 89% felonies and 7% misdemeanors was given by Judge Tanner.

17. **COUNTY INSURANCE ITEMS:** To consider and act upon any insurance claims, accidents, etc. against the County.
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Chris Lonning, Potter County Purchasing Agent, presented an insurance claim involving a Sheriff's Department vehicle.

18. **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.

19. **AGENDA ITEMS:** To receive agenda items for the next Commissioners' Court.
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2020 Census

County Judge Nancy Tanner adjourned the Potter County Commissioners' Court until 9:00 a.m., Monday, January 13, 2020, 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 23rd day of December, 2019.

Julie Smith, Potter County Clerk

By: Stephnie Menke, Deputy