

1. **RECOGNITION OF MINUTES:** Recognize the minutes from the December 23, 2019 Potter County Commissioners' Court.

The minutes from the December 23, 2019 Potter County Commissioners' Court meeting were so recognized. See Documentation

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 18 to January 8, 2020. [Hood]

Judge Tanner referenced Vouchers checks Nos. 188944-189149 and wire transfers #1338-1345 in the total amount of \$3,478,051.36.

MOTION was made by Commissioner Vaughn: I move to approve of the wire transfers and checks Nos. 1338-1345 in the amount of \$3,478,051.36.

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

3. **QUARTERLY BUDGET COMPARISON:** To recognize the 1st quarter general fund budget comparison report for FY19 and FY20.

The Quarterly Budget Comparison report for FY19 and FY20 was so recognized.

See Documentation

4. **BUDGET CALENDAR FY21:** To review the proposed budget calendar for FY21 and take any action necessary. [Hood, Tanner]

The Budget Calendar FY21 was so recognized.

See Documentation

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

The Insurance Fund Report was so recognized.

See Documentation

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

David Blankenship and Tyler Andrews, Andrews and Associates, provided an IT projects update to Commissioners' Court.

7. **ELECTIONS:**

- A. To consider and act upon the “Order Appointing Early Voting Election Judges; Establishing Hours of Operation for Early Voting Polling Places; And Establishing the maximum Number of Clerks for the March 3, 2020 Joint Primary Election.”
- B. To consider and act upon the “Order Appointing Early Voting Ballot Board Judge and Signature Verification Committee Judge; And Establishing the Maximum Number of Clerks for the Ballot Board and Signature Verification Committee for the March 3, 2020 Joint Primary Election.”
- C. To consider and act upon the “Order Appointing the Officers for Central Counting Station for the March 3, 2020 Joint Primary Election.
- D. To consider and act upon Election Day polling locations for the Joint Primary Election, March 3, 2020. Locations include a change from Bell Avenue Church of Christ to Casey Carpet One for Election Days. [Huntley]

Melynn Huntley, Potter County Elections Administrator, provided an explanation to Commissioners’ Court.

MOTION was made by Commissioner Church: I move we approve the Order Appointing Early Voting Election Judges; Establishing Hours of Operation for Early Voting Polling Places; and Establish the Maximum Number of Clerks for the March 3, 2020 Joint Primary Election.

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

MOTION was made by Commissioner Murguia: I make a motion that we approve the Order Appointing Early Voting Ballot Board Judge and Signature Verification Committee Judge; Establishing the Maximum Number of Clerks for Ballot Board and Signature Verification Committee for the March 3, 2020 Joint Primary Election and to approve the Central Counting Station for the March 3, 2020 Election as presented to the Court.

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

MOTION was made by Commissioner Church: I move we approve the Vote Centers for the Potter County area locations for Election Day, March 3, 2020.

SECOND was made by Commissioner Vaughn.

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

NOES: None.

Motion carried by 5-0 vote.

8. **ADOPTION OF VOTING SYSTEM FOR MAY 2, 2020 ELECTION.** To approve and sign a resolution to adopt the Hart InterCivic eSlate Voting System leased by the City of Amarillo for the City's May 2, 2020 bond election. [Huntley]

Melynn Huntley, Potter County Elections Administrator, provided an explanation to Commissioners' Court.

MOTION was made by Commissioner Church: I move we approve the use of the Hart InterCivic eSlate Voting System for the City of Amarillo Bond Election May 2, 2020 only.

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

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9. **BURN BAN.** To consider and act upon a proposed burn ban from 01-14-2020 through 04-12-2020. [Lake]

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

MOTION was made by Commissioner Kelly: I move to approve the burn ban as presented from 1-14-2020 through 4-12-2020.

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

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10. **TAX ABATEMENT APPLICATION.** To consider conditional acceptance of an application for tax abatement that will be subject to approval and execution at a later date. [Goat Mountain Renewables, LLC, Jim Sobieski, Jamie Sobieski, Chris Jensen, Attorney]

Chris Jensen, Jim Sobieski, Jamie Sobieski and Mike Fry, Goat Mountain Renewables, provided a presentation to Commissioners' Court.

MOTION was made by Commissioner Kelly: I would make a motion that we accept the Tax Abatement Application as presented.

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

11. **AUDITOR'S OFFICE:** To recognize that the Auditor's Office has once again been awarded the Certificate of Excellence in Financial Reporting for the 25th year in a row. This is the highest form of recognition in the area of governmental accounting and financial reporting. The CAFR has been judged by an impartial panel to meet the high standards of the program, which includes demonstrating a constructive "spirit of full disclosure" to clearly communicate its financial story and motivate potential users and user groups to read the CAFR. [Tanner]
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The Potter County Auditor's Office was so recognized for the Certificate of Excellence award.

12. **POTTER COUNTY DRUG COURT RESOLUTION:** To recognize the Resolution for the 2020 Drug Court operating in the 181st District Court. [Tanner]
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Richard Bernal, Potter County CSCD Deputy Director, provided an explanation to Commissioners' Court.

MOTION was made by Commissioner Church: I move we approve the Potter County Drug Court Resolution 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

13. **EQUIPMENT PURCHASE (SHERIFF'S OFFICE):** To consider and act upon the purchase of a Dell Latitude 7472 computer and docking station. Total amount \$2,992.00, funds to come from Equipment repair and maintenance. [Captain Coffee]
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Sheriff Brian Thomas, Potter County, provided an explanation to Commissioners' Court.

MOTION was made by Commissioner Vaughn: I move to approve the purchase of the Dell Latitude 7472 computer and docking station in the amount of \$2,992.00.

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

14. **VEHICLE PURCHASE.** To consider and act upon Sheriff's proposed purchase of a 2019 Ford Fusion automobile funded by insurance proceeds and federal asset account. [Lonning, Sheriff]
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Sheriff Brian Thomas, Potter County, spoke before Commissioners' Court.

MOTION was made by Commissioner Church: I move to approve the Sheriff's proposed purchase of the 2019 Ford Fusion automobile with the County supplying insurance. (\$340 per yr.)

SECOND was made by Commissioner Vaughn.

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

NOES: None.

Motion carried by 5-0 vote.

15. **ADJUSTMENT OF 47TH DISTRICT ATTORNEY'S OFFICE EMPLOYEES SALARIES:**

To consider and act upon a request from the District Attorney to adjust salaries of certain employees with no net changes to the District Attorney's cumulative staffing budget with an effective date of January 1, 2020. [Sims]

Randall Sims, 47th District Attorney, provided an explanation to Commissioners' Court.

MOTION was made by Commissioner Church: I move we table for 2 weeks for additional counsel.

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

16. **2020 CENSUS COMMITTEE:** To provide an update on the 2020 Census Complete Count Committee. [Murguia]

Commissioner Murguia provided a 2020 Census update. See Documentation

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

A. **ELECTIONS:**

1. The temporary employment of Donna Hughes as part time clerk effective January 6, 2020. See Documentation
2. The temporary employment of Brenda Jackson as a part time clerk effective January 6, 2020. See Documentation
3. The temporary employment of Lynda Humphrey as a part time clerk effective January 6, 2020. See Documentation
4. The temporary employment of Walton (Ray) Humphrey as a part time clerk effective January 6, 2020. [Huntley] See Documentation

B. **FACILITIES MAINTENANCE:**

1. The employment of Abdiel R. Aleman as custodian I (days) as a replacement for Susana Lozano effective January 24, 2020. [Wade]
See Documentation
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MOTION was made by Commissioner Murguia: I make a motion that we accept the employment items 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.

18. **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. No action was taken.

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 560 (90 Female; 0 Childress/Other) 86% felonies and 6% misdemeanors was given by Judge Tanner.

20. **COUNTY INSURANCE ITEMS:** To consider and act upon any insurance claims, accidents, etc. against the County.
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No County Insurance items were presented.

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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Adjustment of 47th District Attorney's office employee's salaries; Firing Range

County Judge Nancy Tanner adjourned the Potter County Commissioners' Court until 9:00 a.m., Monday, January 27, 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 13th day of January, 2020.

Julie Smith, Potter County Clerk

By: Stephnie Menke, Deputy