

HOWARD COUNTY COMMISSIONERS COURT
AGENDA
SEPTEMBER 26, 2022

The following item(s) of business will be discussed, and possible action taken in a meeting of the Howard County Commissioners' Court to be held on **Monday SEPTEMBER 26, 2022. A workshop will begin at 2:00 P.M. in the 2nd Floor Judge's Conference Room. Court will recess and reconvene at 3:30 P.M. in the 3rd Floor County Court Room.** Please see below for meeting location details.

Location: Howard County Courthouse, 300 S. Main St., Big Spring, TX 79720

Announcement: Anyone intending to address the Commissioners Court shall complete and turn in the designated form to County Judge. Please silence all cell phones. We continue to invite the public to participate in the meeting through the following video conference link: Facebook Live: <https://www.facebook.com/Howard-County-Info-Tech110733893888746/>

WORKSHOP – 2:00 PM: Location: Judges Conference Room (2nd Floor of County Courthouse)

Call to Order: REGULAR SESSION – 3:30 PM: 3rd Floor County Court Room (3rd Floor of Howard County Courthouse)

Citizen input for those registered to make comments-

1. Judge Wiseman, Howard County Judge

- a. Discussion / Possible Action: Dudley Speed Region Director of TDEM-Occupy Office Space for County CLO (County Liaison Officer)
- b. Discussion / Possible Action: Resolution in Support of Funding Rail Programs in the 2023 Texas Legislative Session
- c. Discussion / Possible Action: County Extension Agent, Agriculture and Natural Resources-New Hire-Interview
- d. Discussion / Possible Action: Cooperative Agreement Between Midland College and Howard County
- e. Discussion / Possible Action: Terms of the Court-Calendar, Holiday Schedule, Commissioner's Schedule
- f. Discussion / Possible Action: Howard County Subdivision Plat Application-Proposed Subdivision Armadillo Addition

2. Sharon Adams, County Treasurer

- a. Discussion / Possible Action: Personnel Considerations
- b. Discussion / Possible Action: Treasurer's Monthly Report (Aug.)

3. Jackie Olson, County Auditor

- a. Discussion / Possible Action: Approve Invoices
- b. Discussion / Possible Action: Approve Purchase Requests
- c. Discussion / Possible Action: Budget Amendments
- d. Discussion / Possible Action: Monthly Financial Report
- e. Discussion / Possible Action: Changes Purchasing Policy
- f. Discussion / Possible Action: Approval to Dispose of Assets
- g. Discussion / Possible Action: ARPA Funds

4. Tiffany Sayles, Tax Assessor Collector

- a. Discussion / Possible Action: Contingent Fee Contract with Perdue Brandon Fielder Collins and Mott, LLP-said Contract being for the collection of delinquent Beer and Liquor License Fees, a Notice of said Contract is posted with the Agenda in Accordance with Section 2254 of the Government Code

5. Stan Parker, County Sheriff

- a. Discussion / Possible Action: Civil Fee Approval

6. Irene Buchanan, Chief -County Detentions Communications

- a. Discussion / Possible Action: Sick Pool

7. Commissioner Eddilisa Ray Pct. 1

- a. Discussion / Possible Action: Subdivision in Pct. 1

8. Commissioner Jimmie Long Pct. 3

- a. Discussion / Possible Action: Personnel Considerations- EXECUTIVE/CLOSED SESSION – A closed meeting will be held pursuant to Section 551.074

9. Brian Klinksiek, Road Engineer

- a. Discussion / Possible Action: Roadway Maintenance Update
- b. Discussion / Possible Action: Updated Interlocal Agreement with City of Coahoma
- c. Discussion / Possible Action: First reading on naming a private road in Pct 1 "Mule Deer Ln"

10. Brent Zitterkopf, County Clerk

- a. Discussion / Possible Action: Monthly Report (Aug.)
- b. Public Hearing Concerning the 2022-2023 County Clerk Annual Archive Plan
- c. Discussion / Possible Action: Order to Adopt Records Archive Plan for 2022-2023

11. Discussion of Law Enforcement Radio System and take any necessary action.

12. Opportunity for mention of any items to be on the future agendas.

Attest:



Kathryn G. Wiseman
Howard County Judge
Phone. 432-264-2203
Fax. 432-264-2238

FILED at 9:07 M O'clock 9/23/22
BRENT ZITTERKOPF, County Clerk, Howard County, Texas
By Janice Oliver Deputy

BE IT REMEMBERED that on the 26th day of September, A.D. 2022 the Commissioner Court of Howard County met in Workshop @ 2:00 PM and Regular session at 3:30 PM with **KATHRYN G. WISEMAN**, County Judge as the Presiding Officer. The following members were present: **EDDILISA RAY**, Commissioner Precinct No. 1, **CRAIG BAILEY**, Commissioner Precinct No. 2, **JIMMIE LONG**, Commissioner Precinct No. 3. **JOHN H. CLINE**, Commissioner Precinct No. 4 was absent.

The Workshop was called to order at 2:00 PM.

The meeting was turned over to Commissioner Long who introduced Rebel Royal, the District Extension Administrator for District 6. Mr. Royall then introduced Chad Coburn as a candidate for the Howard County Extension and the Court interviewed Mr. Coburn for the position.

Commissioner Ray discussed a pending Subdivision Plat Application in Precinct 1 – Proposed Subdivision Armadillo Addition. A revised application was received just a few minutes before Court and no action was taken due to the fact that the Court did not have time to review the revised application.

Sharon Adams, County Treasurer, asked Commissioners about whether or not the four non-Exempt appointed officials would remain non-Exempt. Commissioners stated there would be no changes and they will remain non-Exempt.

A motion was made by Commissioner Bailey and seconded by Commissioner Long to approve a Contingent Fee Contract with Perdue Brandon Fielder Collins and Mott, LLP – said contract being for the collection of delinquent Beer and Liquor License Fees as presented by Tiffany Sayles, Tax Assessor-Collector. A vote was taken and the members of the Court unanimously voted “AYES”. Motion carried.

A motion was made by Commissioner Long and seconded by Commissioner Bailey to continue paid sick leave from the sick pool for a Jail employee as requested by Irene Buchanan, Chief Jailer. A vote was taken and the members of the Court unanimously voted “AYES”. Motion carried.

A motion was made by Judge Wiseman and seconded by Commissioner Ray approve a Resolution in Support of State Funding to Match Competitive Federal Rail Programs as presented by Judge Wiseman. A vote was taken and the members of the Court unanimously voted “AYES”. Motion carried.

A motion was made by Commissioner Long and seconded by Commissioner Ray to approve the Terms of Court Calendar, Holiday Schedule and Commissioner Court Schedule for

2023 as presented by Judge Wiseman. A vote was taken and the members of the Court unanimously voted "AYES". Motion carried.

A motion was made by Commissioner Bailey and seconded by Commissioner Ray to recess @ 2:57 PM until Regular Session. A vote was taken and the members of the Court unanimously voted "AYES". Motion carried.

Court reconvened in Regular Session @ 3:31 PM.

A motion was made by Commissioner Long and seconded by Commissioner Bailey to not approve Dudley Speed Region Director of TDEM to occupy office space for County Liaison Officer as presented by Judge Wiseman. A vote was taken and the members of the Court unanimously voted "AYES". Motion carried.

A motion was made by Commissioner Bailey and seconded by Commissioner Ray to extend an offer to Chad Coburn as Howard County Extension Agent. A vote was taken and the members of the Court unanimously voted "AYES". Motion carried.

Mr. Coburn accepted the offer and will begin his position on October 3, 2022.

A motion was made by Commissioner Bailey and seconded by Commissioner Long to approve a Cooperative Agreement between Midland College and Howard County for certified Texas Breath Alcohol Testing Regulations training as presented by Judge Wiseman. A vote was taken and the members of the Court unanimously voted "AYES". Motion carried.

A motion was made by Commissioner Ray and seconded by Commissioner Bailey to table any action on a Howard County Subdivision Plat Application – Proposed Subdivision Armadillo Addition as presented by Commissioner Ray. A vote was taken and the members of the Court unanimously voted "AYES". Motion carried.

A motion was made by Commissioner Bailey and seconded by Commissioner Ray to approve the Personnel Considerations as presented by Sharon Adams, County Treasurer. A vote was taken and the members of the Court unanimously voted "AYES". Motion carried.

A motion was made by Commissioner Long and seconded by Commissioner Bailey to approve the Treasurer's Monthly Report for August 2022 as presented by Sharon Adams, County Treasurer. A vote was taken and the members of the Court unanimously voted "AYES". Motion carried.

A motion was made by Commissioner Long and seconded by Commissioner Ray to approve the Invoices as presented by Jackie Olson, County Auditor. A vote was taken and the members of the Court unanimously voted "AYES". Motion carried.

A motion was made by Commissioner Ray and seconded by Commissioner Long to approve the Purchase Requests as presented by Jackie Olson, County Auditor. The requests are as follows: Detention Center for toilet paper from National Hotel Supply @ \$2499.50; Detention Center for 75 mattresses from ICS Jail Supplies @ \$4499.98; Detention Center for EKG Machine from Wiggins Worthy Wellness @ \$1200. These purchases will be made October 1 and come out of the new year's budget. A vote was taken and the members of the Court unanimously voted "AYES". Motion carried.

A motion was made by Commissioner Bailey and seconded by Commissioner Long to approve fire sprinklers for the District Court Building from ABCO Fire Protection @ \$14780.49 and fire sprinklers for the Howard County Annex building from ABCO Fire Protection @ \$4091.61 as presented by Baldomar Cortez, Maintenance Director. A vote was taken and the members of the Court unanimously voted "AYES". Motion carried.

A motion was made by Commissioner Long and seconded by Commissioner Bailey to approve split units for heating and air conditioning for the Library basement from James Lane Air Conditioning & Plumbing @ \$26970; landscaping at the District Court building from Johansen Landscape & Nursery @ \$7150 as presented Commissioner Long. These expenses to be paid from ARPA Funds. A vote was taken and the members of the Court unanimously voted "AYES". Motion carried.

A motion was made by Commissioner Bailey and seconded by Commissioner Long to approve changes to the Purchasing Procedure – Howard County as presented by Jackie Olson, County Auditor. A vote was taken and the members of the Court unanimously voted "AYES". Motion carried.

A motion was made by Commissioner Ray and seconded by Commissioner Bailey to accept the County Auditor's Monthly Report for August 2022 as presented by Jackie Olson, County Auditor. A vote was taken and the members of the Court unanimously voted "AYES". Motion carried.

Jackie Olson, County Auditor discussed the Disposing of Assets. There was discussion but no action taken at this time.

Jackie Olson, County Auditor, gave a Balance Sheet Account Summary on the ARPA Funds. No action taken.

A motion was made by Commissioner Bailey and seconded by Commissioner Long to approve the transfer of Library repairs totaling \$193871. from Library Donations fund to the

ARPA Funds as presented by Jackie Olson, County Auditor. A vote was taken and the members of the Court unanimously voted “AYES”. Motion carried.

There were no Budget Amendments on this date.

A motion was made by Commissioner Bailey and seconded by Commissioner Long to approve the Civil Fees for 2023 as presented by Dean Restelli, Chief Deputy of the Sheriff’s Department. A vote was taken and the members of the Court unanimously voted “AYES”. Motion carried.

Brian Klinksiek, County Road Administrator, gave an update on work being done on the Eleventh Place Extension.

A motion was made by Commissioner Bailey and seconded by Commissioner Ray to approve an Interlocal Cooperation Contract between City of Coahoma and the Howard County Road & Bridge Department as presented by Brian Klinksiek, County Road Administrator. A vote was taken and the members of the Court unanimously voted “AYES”. Motion carried.

A First Reading was held naming a private road in Precinct 1 off of Oil Mill Road as “Mule Deer Lane” as presented by Brian Klinksiek, County Road Administrator. Second reading and action will be taken at the next Regular Session of the Commissioner Court.

A Public Hearing was held beginning @ 4:13 PM concerning adopting the Annual Archive Plan for the Howard County Clerk’s Office for 2022 – 2023 as presented by Brent Zitterkopf, County Clerk.

The meeting returned to Regular Session @ 4:15 PM.

A motion was made by Commissioner Bailey and seconded by Commissioner Long to approve the Annual Archive Plan – Howard County Clerk’s Office for 2022 – 2023 as presented by Brent Zitterkopf, County Clerk. A vote was taken and the members of the Court unanimously voted “AYES”. Motion carried.

A motion was made by Commissioner Long and seconded by Commissioner Ray to approve the County Clerk’s Monthly Report for August 2022 as presented by Brent Zitterkopf, County Clerk. A vote was taken and the members of the Court unanimously voted “AYES”. Motion carried.

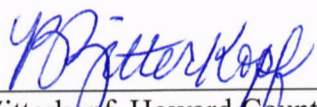
Commissioner Long reported that the Coahoma JP office will be moving to the 3rd Floor of the County Courthouse later this week while the Coahoma office is being renovated. The Coahoma office will re-open approximately November 20, 2022. No action needed.

A motion was made by Commissioner Bailey and seconded by Commissioner Long to adjourn@ 4:18 PM. A vote was taken and the members of the Court unanimously voted "AYES". Motion carried.

STATE OF TEXAS
COUNTY OF HOWARD

I, Brent Zitterkopf, Howard County Clerk, attest that the foregoing is a true and accurate accounting of the Commissioners Court authorized proceedings for September 26, 2022.





Brent Zitterkopf, Howard County Clerk
Clerk of the Commissioners Court
Howard County, Texas