

STATE OF TEXAS

COUNTY OF GAINES

THE HONORABLE COMMISSIONERS' COURT OF GAINES COUNTY MET IN A REGULAR MEETING ON APRIL 1, 2020 AT 9:00 A.M. THE COUNTY JUDGE TOM N. KEYES PRESIDING AND THE FOLLOWING MEMBERS OF THE COURT IN ATTENDANCE.

BRIAN ROSSON	COMMISSIONER PRECINCT #1
CRAIG BELT	COMMISSIONER PRECINCT #2
DAVID MURPHREE	COMMISSIONER PRECINCT #3
BIZ HOUSTON	COMMISSIONER PRECINCT #4

TERRI BERRY	ABSENT	COUNTY CLERK
-------------	--------	--------------

**Teleconference:**

In recognition of the public health emergency presented by the pending coronavirus-19 ("COVID-19") pandemic, and pursuant to an emergency order issued by the Governor of the State of Texas to temporarily suspend certain provisions of TOMA in view of said emergency, a quorum of the Commissioners Court will hold this Special Meeting by telephonic conference call. **Members of the public may call in to this meeting by telephone by calling 1-346-248-7799 and entering the Meeting ID No. 700 679 775**

Members of the public who desire to make public comment during the meeting must register by e-mailing their identity to the following Gaines County ("County") representative prior to 8:00 a.m. on Wednesday, April 1, 2020: Benette McDonald, Administrative Assistant, Commissioners Court at [benette.mcdonald@co.gaines.tx.us](mailto:benette.mcdonald@co.gaines.tx.us).

This meeting will be recorded, and the audio recording will be available on the County's internet website after the meeting. A copy of the agenda packet for the meeting will be available on the County's internet website at the time of the meeting at [www.co.gaines.tx.us](http://www.co.gaines.tx.us).

During this meeting, the Commissioners Court reserves the right to conduct an executive session/closed meeting session for any purpose authorized by Chapter 551 of the Texas Government Code or other authority, including without limitation sections 551.071 and 551.129, Texas Government Code (consultation with attorney).

**8:30 A.M. Work Session:** Commissioners Court members will review the paperwork related to Item 3 "Routine Administrative Items" on the agenda below. There may be clarifying questions directed toward the Auditor or others who have presented items for consideration, but otherwise there will be no discussion among the members of, or action taken on, these items until the regular agenda.

**9:00 A.M. Regular Meeting:**

1. Call to order, prayer, and pledges of allegiance.  
Judge: Keyes (remote) said a prayer and pledge of allegiance.
2. Public comment.  
None
3. Discuss and consider approving routine administrative items: take action needed;
  - a. Payroll
  - b. Budget amendments and fund transfers
  - c. Accounts payable
  - d. Auditor's report
  - e. Officer's report

f. Surplus/salvage (non-capitol)

Commissioner Belt made a motion to approve the routine administrative items as presented. Commissioner Houston seconded the motion. Motion carried unanimously. (see attached)

4. Open bids for a truck for Precinct 1 consider purchase; take action as appropriate

Commissioner Rosson made a motion to authorize the purchase of a 2020 Mack Truck for Precinct 1. Commissioner Belt seconded the motion. Motion carried unanimously. (see attached)

5. Consider approving subdivision application(s); take action as appropriate

None

6. Consider approving road crossing request(s); take action as appropriate

None

7. Discussion and potential action regarding all issues deemed necessary or desired at this time by the Commissioners Court for the County response to the pending COVID-19 emergency, including:

- a. approving or amending a declaration of a disaster, as authorized by law, due to a public health emergency;
- b. approving or amending policies and operating procedures for controlling public access (including the limitation of public access) to the Gaines County Courthouse and all other buildings, structures, offices, or properties owned, leased, or operated by the County;
- c. approving or amending policies and operating procedures (including public health protocols) for the protection of the public, County employees, and County officials;
- d. approving or amending policies and operating procedures for protecting County infrastructure (including public health measures and procedures designed to clean and make safer properties, buildings, structures, business offices and work spaces);
- e. approving or amending policies and operating procedures for the provision of on-going essential or desired services of the County and other public offices and agencies, including without limitation the continued work and functioning of the (i) Commissioners Court, (ii) the County's local court, financial, tax, and administrative systems, including without limitation the District Court, County Court, Justice of the Peace Courts District Attorney, County Attorney, District Clerk, County Clerk, County Sheriff's Department and County Jail, Texas Department of Public Safety, County Treasurer, County Tax Assessor-Collector, County Auditor, Adult and Juvenile Probation Departments, Veterans Services Officer, County library system, County museums, (iii) the County public road system and airport, and (iv) the County emergency management system, including fire, ambulance, and local law enforcement service and coordination; and
- f. approving or amending employment policies and procedures for the County's employees and officials.

Following extensive discussion regarding items a-f, per above, the following were additions or changes: county employees will use their fobs to access the front door of the courthouse to enter and exit, all parks are to continue to follow the 10 person guidelines and if not in compliance the parks will be closed, reviewed guidelines as presented per TxDot letter, see attached.

Commissioner Belt made a motion to approve Order #20-041-01 Texas Disaster Declaration #2 Commissioner Murphree seconded the motion. Motion carried unanimously. (see attached)

Commissioner Rosson made a motion to approve Order #20-041-02 signed April 1, 2020, approving and adopting Texas Action Plan regarding the pending

COVID 19 public health epidemic and emergency and establishing an effective date and compliance with the Texas Open Meeting Act. Commissioner Houston seconded the motion. Motion carried unanimously. (see attached)

8. Discuss any other items pertaining to County Business; for information purposes only, no action may be taken on these items except to schedule them for a future agenda,

Judge Keyes stated that the next meeting to readdress the COVID 19 policies and procedures will be April 8, 2020

9. Adjourn;

Commissioner Belt made a motion to adjourn. Commissioner Murphree seconded the motion. Motion carried unanimously.

Meeting Adjourned at 12:20p.m.

STATE OF TEXAS                         §  
COUNTY OF GAINES   §

I, Terri Berry, Gaines County Clerk, attest that the foregoing is a true and accurate accounting of the Commissioners Court's authorized proceedings for April 1, 2020.

A handwritten signature in cursive script that reads "Terri Berry". The signature is written in black ink and is positioned above the printed name.

Terri Berry, County Clerk  
Clerk of Commissioner's Court  
Gaines County, Texas

STATE OF TEXAS

COUNTY OF GAINES

THE HONORABLE COMMISSIONERS' COURT OF GAINES COUNTY MET IN A REGULAR MEETING ON APRIL 8 2020 AT 9:00 A.M. THE COUNTY JUDGE TOM N. KEYES PRESIDING AND THE FOLLOWING MEMBERS OF THE COURT IN ATTENDANCE.

BRIAN ROSSON	COMMISSIONER PRECINCT #1
CRAIG BELT	COMMISSIONER PRECINCT #2
DAVID MURPHREE	COMMISSIONER PRECINCT #3
BIZ HOUSTON	COMMISSIONER PRECINCT #4

TERRI BERRY \_\_\_\_\_ COUNTY CLERK \_\_\_\_\_

**Teleconference:**

In recognition of the public health emergency presented by the pending coronavirus-19 ("COVID-19") pandemic, and pursuant to an emergency order issued by the Governor of the State of Texas to temporarily suspend certain provisions of TOMA in view of said emergency, a quorum of the Commissioners Court will hold this Special Meeting by telephonic conference call. **Members of the public may call in to this meeting by telephone by calling 1-346-248-7799 and entering the Meeting ID No. 938-956-816.**

Members of the public who desire to make public comment during the meeting must register by e-mailing their identity to the following Gaines County ("County") representative prior to 8:00 a.m. on Wednesday, April 8, 2020: Benette McDonald, Administrative Assistant, Commissioners Court at [benette.mcdonald@co.gaines.tx.us](mailto:benette.mcdonald@co.gaines.tx.us).

This meeting will be recorded, and the audio recording will be available on the County's internet website after the meeting. A copy of the agenda packet for the meeting will be available on the County's internet website at the time of the meeting at [www.co.gaines.tx.us](http://www.co.gaines.tx.us).

During this meeting, the Commissioners Court reserves the right to conduct an executive session/closed meeting session for any purpose authorized by Chapter 551 of the Texas Government Code or other authority, including without limitation sections 551.071 and 551.129, Texas Government Code (consultation with attorney).

**Agenda Items:**

1. Call to order, prayer, and pledges of allegiance.  
Judge Keyes called the meeting to order, said the prayer and the pledges of allegiance.
2. Public comment.  
None
3. Discuss water system at the park; take action as appropriate  
Commissioner Belt stated he had met with Joe Grimes and put tape on the heat pipes, waiting on injector on automated system on chlorine, needing a tank level controller. He stated the cost for the controller & instructions on how to properly use is \$6,995.00. Commissioner Belt made a motion to approve the purchase of the controller. Commissioner Murphree seconded the motion. Motion carried unanimously.
4. Discussion and potential action regarding all issues deemed necessary or desired at this time by the Commissioners Court for the County response to the pending COVID-19 emergency, including:
  - a. consider amending and approving a declaration of a disaster, as authorized by law, due to a public health emergency;
  - b. consider amending and approving policies and operating procedures for controlling public access (including the limitation of public access) to the



Gaines County Courthouse and all other buildings, structures, offices, or properties owned, leased, or operated by the County;

- c. consider amending and approving policies and operating procedures (including public health protocols) for the protection of the public, County employees, and County officials;
- d. consider amending and approving policies and operating procedures for protecting County infrastructure (including public health measures and procedures designed to clean and make safer properties, buildings, structures, business offices and work spaces);
- e. consider amending and approving policies and operating procedures for the provision of on-going essential or desired services of the County and other public offices and agencies, including without limitation the continued work and functioning of the (i) Commissioners Court, (ii) the County's local court, financial, tax, and administrative systems, including without limitation the District Court, County Court, Justice of the Peace Courts District Attorney, County Attorney, District Clerk, County Clerk, County Sheriff's Department and County Jail, Texas Department of Public Safety, County Treasurer, County Tax Assessor-Collector, County Auditor, Adult and Juvenile Probation Departments, Veterans Services Officer, County library system, County museums, (iii) the County public road system and airport, and (iv) the County emergency management system, including fire, ambulance, and local law enforcement service and coordination; and
- f. consider amending and approving employment policies and procedures for the County's employees and officials.

Following much discussion Commissioner Murphree made motion to approve Order #20-0408-01 as Disaster Declaration #3 and to extend it for another week until next commissioner court meeting. Commissioner Rosson seconded the motion. Motion carried unanimously. (see attached)

Shaun McDonald stated the golf course would be open to residents only and would be closed Tuesday in the months of April-October and open at noon on Monday – Friday. Commissioner Belt made a motion to approve the above changes to hours and days the Golf Course would remain open. Commissioner Murphree seconded the motion. Motion carried unanimously

Benette McDonald stated that all appointments for the County Buildings have been cancelled needed to be put on the website.

Adjourn.

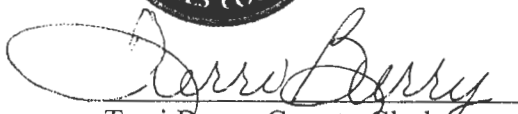
Commissioner Belt made a motion adjourn. Commissioner Rosson seconded the motion. Motion carried unanimously.

Meeting Adjourned at 9:33a.m.

STATE OF TEXAS                    §  
COUNTY OF GAINES §

I, Terri Berry, Gaines County Clerk, attest that the foregoing is a true and accurate accounting of the Commissioners Court's authorized proceedings for April 8, 2020.



  
Terri Berry, County Clerk  
Clerk of Commissioner's Court  
Gaines County, Texas

STATE OF TEXAS

COUNTY OF GAINES

THE HONORABLE COMMISSIONERS' COURT OF GAINES COUNTY MET IN A REGULAR MEETING ON APRIL 15, 2020 AT 9:00 A.M. THE COUNTY JUDGE TOM N. KEYES PRESIDING AND THE FOLLOWING MEMBERS OF THE COURT IN ATTENDANCE.

BRIAN ROSSON	COMMISSIONER PRECINCT #1
CRAIG BELT	COMMISSIONER PRECINCT #2
DAVID MURPHREE	COMMISSIONER PRECINCT #3
BIZ HOUSTON	COMMISSIONER PRECINCT #4

---

TERRI BERRY	COUNTY CLERK
-------------	--------------

---

**Teleconference:**

In recognition of the public health emergency presented by the pending coronavirus-19 ("COVID-19") pandemic, and pursuant to an emergency order issued by the Governor of the State of Texas to temporarily suspend certain provisions of TOMA in view of said emergency, a quorum of the Commissioners Court will hold this Special Meeting by telephonic conference call. **Members of the public may call in to this meeting by telephone by calling 1-346-248-7799 and entering the Meeting ID No. 700 679 775**

Members of the public who desire to make public comment during the meeting must register by e-mailing their identity to the following Gaines County ("County") representative prior to 8:00 a.m. on Wednesday, April 15, 2020: Benette McDonald, Administrative Assistant, Commissioners Court at [benette.mcdonald@co.gaines.tx.us](mailto:benette.mcdonald@co.gaines.tx.us).

This meeting will be recorded, and the audio recording will be available on the County's internet website after the meeting. A copy of the agenda packet for the meeting will be available on the County's internet website at the time of the meeting at [www.co.gaines.tx.us](http://www.co.gaines.tx.us).

During this meeting, the Commissioners Court reserves the right to conduct an executive session/closed meeting session for any purpose authorized by Chapter 551 of the Texas Government Code or other authority, including without limitation sections 551.071 and 551.129, Texas Government Code (consultation with attorney).

**8:30 A.M. Work Session:** Commissioners Court members will review the paperwork related to Item 3 "Routine Administrative Items" on the agenda below. There may be clarifying questions directed toward the Auditor or others who have presented items for consideration, but otherwise there will be no discussion among the members of, or action taken on, these items until the regular agenda.

**9:00 A.M. Regular Meeting:**

1. Call to order, prayer, and pledges of allegiance.  
Judge Keyes called the meeting to order with a prayer and the pledges of allegiance.
2. Public comment.  
None
3. Discuss routine administrative items: take action needed;
  - a. Payroll
  - b. Budget amendments and fund transfers
  - c. Accounts payable
  - d. Auditor's report
  - e. Officer's report
  - f. Surplus/salvage (non-capitol)Commissioner Belt made a motion to approve the routine administrative items as presented. Commissioner Rosson seconded the motion. Motion carried unanimously. (see attached)

4. Consider proposals and consult with Mr. Wayne Gondeck concerning renovation / reconstruction of the old Seagraves Post Office to become the Gaines County Library – Seagraves; take action as appropriate

Judge Keyes stated the following 4 proposals have been received:

1. Onyx General contractors LLC- \$1,000,772.00
2. First Choice Construction - \$1,063,907.00
3. Goodman Construction - \$887,672.32
4. JC Roberts Construction - \$1,000,147.00

Wayne Gondeck presented a Proposal Tabulation Form to be completed on each proposal. Following a review of the form and each proposal Mr. Gondeck requested rejecting the Goodman Construction proposal due to a bid bond not being in the proposal. Commissioner Houston made a motion to reject the Goodman Construction proposal. Commissioner Rosson seconded the motion.

After reviewing each proposal Wayne Gondeck recommended approving Onyx General Contractors LLC proposal pending his review and acceptance of the Fire Protection bid of \$166,000.00. Commissioner Rosson made a motion to approve the proposal from Onyx General Contractors LLC as presented by Way Gondeck. Commissioner Belt seconded the motion. All above motions carried unanimously. (see attached)

5. Discuss further action on the water system at the Gaines County Park; take action as appropriate  
Commissioner Belt made a motion to approve Alpha Labs Option 1 quote on the Chlorination Unit as presented for \$5,862.00 and \$150.00 monthly for them to calibrate the equipment and offer support. Commissioner Rosson seconded the motion. Motion carried unanimously. (see attached)
6. Consider re-establishing the Texas VINE Grant fund in the budget; take action as appropriate  
Esmeralda Felan stated she would transfer the funds to pay APPRISS for the Texas VINE Grant fund from the General Fund and return it once the money was reimbursed to the county from the State. Commissioner Rosson made a motion to re-establish the Texas VINE Grant fund as presented. Commissioner Belt seconded the motion. Motion carried unanimously. (see attached)
7. Discuss with Mr. Chuck Kimbrough and consider required actions for the County to participate in TXDoT Infrastructure Funding program; take action as appropriate  
Chuck Kimbrough stated he needed the 2019 Road Condition report and Prioritized project road list from each commissioner in order to complete the application to participate in the TxDot Infrastructure Funding program. The application can be submitted from April 27 – May 27, 2020. He also stated the minimum allocation to Gaines County could be \$2,871,299.00, however, could be in excess if other counties do not apply for the Grant.
8. Consider approving subdivision application(s); take action as appropriate  
Commissioner Belt made a motion to approve the second reading of Sunrise Estates lots 13-24 in Precinct 2. Commissioner Rosson seconded the motion. Motion carried unanimously. (see attached)
9. Consider approving road crossing request(s); take action as appropriate  
None
10. Discussion and consider taking potential action regarding all issues deemed necessary or desired at this time by the Commissioners Court for the County response to the pending COVID-19 emergency, including:
  - a. approving or amending a declaration of a disaster #4, as authorized by law, due to a public health emergency;
  - b. approving or amending policies and operating procedures for controlling public access (including the limitation of public access) to the Gaines County Courthouse and all other buildings, structures, offices, or properties owned, leased, or operated by the County;

- c. approving or amending policies and operating procedures (including public health protocols) for the protection of the public, County employees, and County officials;
- d. approving or amending policies and operating procedures for protecting County infrastructure (including public health measures and procedures designed to clean and make safer properties, buildings, structures, business offices and work spaces);
- e. approving or amending policies and operating procedures for the provision of on-going essential or desired services of the County and other public offices and agencies, including without limitation the continued work and functioning of the (i) Commissioners Court, (ii) the County's local court, financial, tax, and administrative systems, including without limitation the District Court, County Court, Justice of the Peace Courts District Attorney, County Attorney, District Clerk, County Clerk, County Sheriff's Department and County Jail, Texas Department of Public Safety, County Treasurer, County Tax Assessor-Collector, County Auditor, Adult and Juvenile Probation Departments, Veterans Services Officer, County library system, County museums, (iii) the County public road system and airport, and (iv) the County emergency management system, including fire, ambulance, and local law enforcement service and coordination; and
- f. approving or amending employment policies and procedures for the County's employees and officials.

Following much discussion there were no changes at this time and no issues from employees or elected officials regarding protocol. Judge Keyes stated at this time the Golf Course would remain open as per approved days and hours in the last Court meeting. Commissioner Rosson made a motion to approve COVID Disaster Declaration Order #20-0415-01 as presented. Commissioner Belt seconded the motion. Motion carried unanimously. (see attached)

- 11. Discuss any other items pertaining to County Business; for information purposes only, no action may be taken on these items except to schedule them for a future agenda,

Judge Keyes stated he failed to include opening bids on asphalt and concrete for the airport and it would be put on the next regular commissioner court agenda.

- 12. Adjourn;

Commissioner Belt made a motion to adjourn the meeting. Commissioner Rosson seconded the motion. Motion carried unanimously.

Meet Adjourned at 10:26a.m.

STATE OF TEXAS                    §  
 COUNTY OF GAINES §

I, Terri Berry, Gaines County Clerk, attest that the foregoing is a true and accurate accounting of the Commissioners Court's authorized proceedings for April 15, 2020.



*Terri Berry*  
 Terri Berry, County Clerk  
 Clerk of Commissioner's Court  
 Gaines County, Texas



STATE OF TEXAS

COUNTY OF GAINES

THE HONORABLE COMMISSIONERS' COURT OF GAINES COUNTY MET IN A SPECIAL MEETING ON APRIL 22, 2020 AT 9:00 A.M. THE COUNTY JUDGE TOM N. KEYES PRESIDING AND THE FOLLOWING MEMBERS OF THE COURT IN ATTENDANCE.

BRIAN ROSSON	COMMISSIONER PRECINCT #1
CRAIG BELT	COMMISSIONER PRECINCT #2
DAVID MURPHREE	COMMISSIONER PRECINCT #3
BIZ HOUSTON	COMMISSIONER PRECINCT #4

---

TERRI BERRY

COUNTY CLERK

---

**Teleconference:**

In recognition of the public health emergency presented by the pending coronavirus-19 ("COVID-19") pandemic, and pursuant to an emergency order issued by the Governor of the State of Texas to temporarily suspend certain provisions of TOMA in view of said emergency, a quorum of the Commissioners Court will hold this Special Meeting by telephonic conference call. **Members of the public may call in to this meeting by telephone by calling 1-346-248-7799 and entering the Meeting ID No. 938-956-816.**

Members of the public who desire to make public comment during the meeting must register by e-mailing their identity to the following Gaines County ("County") representative one (1) hour before the meeting start time on the day of the posted meeting: Benette McDonald, Administrative Assistant, Commissioners Court at [benette.mcdonald@co.gaines.tx.us](mailto:benette.mcdonald@co.gaines.tx.us).

This meeting will be recorded, and the audio recording will be available on the County's internet website after the meeting. A copy of the agenda packet for the meeting will be available on the County's internet website at the time of the meeting at [www.co.gaines.tx.us](http://www.co.gaines.tx.us).

During this meeting, the Commissioners Court reserves the right to conduct an executive session/closed meeting session for any purpose authorized by Chapter 551 of the Texas Government Code or other authority, including without limitation sections 551.071 and 551.129, Texas Government Code (consultation with attorney).

**Agenda Items:**

1. Call to order, prayer, and pledges of allegiance.  
Judge Keyes called the meeting to order and said the prayer and pledges of allegiance.
2. Public comment.  
None
3. Discussion and potential action regarding all issues deemed necessary or desired at this time by the Commissioners Court for the County response to the pending COVID-19 emergency, including:
  - a. consider amending and approving a declaration of a disaster, as authorized by law, due to a public health emergency;
  - b. consider amending and approving policies and operating procedures for controlling public access (including the limitation of public access) to the Gaines County Courthouse and all other buildings, structures, offices, or properties owned, leased, or operated by the County;
  - c. consider amending and approving policies and operating procedures (including public health protocols) for the protection of the public, County employees, and County officials;

- d. consider amending and approving policies and operating procedures for protecting County infrastructure (including public health measures and procedures designed to clean and make safer properties, buildings, structures, business offices and work spaces);
- e. consider amending and approving policies and operating procedures for the provision of on-going essential or desired services of the County and other public offices and agencies, including without limitation the continued work and functioning of the (i) Commissioners Court, (ii) the County's local court, financial, tax, and administrative systems, including without limitation the District Court, County Court, Justice of the Peace Courts District Attorney, County Attorney, District Clerk, County Clerk, County Sheriff's Department and County Jail, Texas Department of Public Safety, County Treasurer, County Tax Assessor-Collector, County Auditor, Adult and Juvenile Probation Departments, Veterans Services Officer, County library system, County museums, (iii) the County public road system and airport, and (iv) the County emergency management system, including fire, ambulance, and local law enforcement service and coordination; and
- f. consider amending and approving employment policies and procedures for the County's employees and officials.

Following much discussion Chuck Kimbrough stated that the no more than 10 people order by the Governor remained in effect. Mr. Kimbrough made a recommendation to post on the website the Guidance for Employers, Employees and Customers of Reopened Retail Services paper from Texas Health and Human Services. Judge Keyes stated no changes were required at this time. Commissioner Belt made a motion to approve Disaster Declaration #5, Order #20-0422-01 as presented with no changes. Commissioner Rosson seconded the motion. Motion carried unanimously. (see attached)

Sabra Hall, Interim Librarian stated she would like to do curbside services at the library. Following much discussion she will have herself and another employee wear mask and gloves and place the book in a plastic bag and the customer is to return the book in the drop box in the same plastic bag which will remain in the bag in the appropriate time frame to not be contaminated with the coronavirus before place back on the shelves. Commissioner Belt made a motion to approve curbside procedure with the library as presented and make a change in plan to the . Commissioner Rosson seconded the motion. Motion carried unanimously. (see attached)

4. Adjourn.

Commissioner Belt made a motion to adjourn the meeting. Commissioner Houston seconded the motion. Motion carried unanimously.

The meeting adjourned at 9:25a.m.

OF TEXAS §  
COUNTY OF GAINES §

I, Terri Berry, Gaines County Clerk, attest that the foregoing is a true and accurate accounting of the Commissioners Court's authorized proceedings for April 22,2020.



*Terri Berry*  
 Terri Berry, County Clerk  
 Clerk of Commissioner's Court  
 Gaines County, Texas

STATE OF TEXAS

COUNTY OF GAINES

THE HONORABLE COMMISSIONERS' COURT OF GAINES COUNTY MET IN A REGULAR MEETING ON APRIL 29, 2020 AT 9:00 A.M. THE COUNTY JUDGE TOM N. KEYES PRESIDING AND THE FOLLOWING MEMBERS OF THE COURT IN ATTENDANCE.

BRIAN ROSSON  
CRAIG BELT  
DAVID MURPHREE  
BIZ HOUSTON

COMMISSIONER PRECINCT #1  
COMMISSIONER PRECINCT #2  
COMMISSIONER PRECINCT #3  
COMMISSIONER PRECINCT #4

TERRI BERRY

COUNTY CLERK

**Teleconference:**

In recognition of the public health emergency presented by the pending coronavirus-19 ("COVID-19") pandemic, and pursuant to an emergency order issued by the Governor of the State of Texas to temporarily suspend certain provisions of TOMA in view of said emergency, a quorum of the Commissioners Court will hold this Special Meeting by telephonic conference call. **Members of the public may call in to this meeting by telephone by calling 1-346-248-7799 and entering the Meeting ID No. 700 679 775**

Members of the public who desire to make public comment during the meeting must register by e-mailing their identity to the following Gaines County ("County") representative prior to 8:00 a.m. on Wednesday, April 29, 2020: Benette McDonald, Administrative Assistant, Commissioners Court at [benette.mcdonald@co.gaines.tx.us](mailto:benette.mcdonald@co.gaines.tx.us).

This meeting will be recorded, and the audio recording will be available on the County's internet website after the meeting. A copy of the agenda packet for the meeting will be available on the County's internet website at the time of the meeting at [www.co.gaines.tx.us](http://www.co.gaines.tx.us).

During this meeting, the Commissioners Court reserves the right to conduct an executive session/closed meeting session for any purpose authorized by Chapter 551 of the Texas Government Code or other authority, including without limitation sections 551.071 and 551.129, Texas Government Code (consultation with attorney).

**8:30 A.M. Work Session:** Commissioners Court members will review the paperwork related to Item 3 "Routine Administrative Items" on the agenda below. There may be clarifying questions directed toward the Auditor or others who have presented items for consideration, but otherwise there will be no discussion among the members of, or action taken on, these items until the regular agenda.

**9:00 A.M. Regular Meeting:**

1. Call to order, prayer, and pledges of allegiance.

Judge Keyes called the meeting to order, said the prayer and pledges of allegiance.

2. Public comment.  
None
3. Discuss routine administrative items: take action as needed;
  - a. Last month's minutes
  - b. Payroll
  - c. Budget amendments and fund transfers
  - d. Accounts payable
  - e. Auditor's report
  - f. Officer's report
  - g. Surplus/Salvage equipment (non-capitol)

Commissioner Belt made a motion to approve the routine administrative items as presented. Commissioner Houston seconded the motion. Motion carried unanimously. (see attached)

4. Open bids and consider accepting the best bid for asphalt paving of a new taxiway at the Gaines County Airport; take action as appropriate

The following bids were received:

- a) J W & T Inc - \$107,500.00
- b) Danny's Asphalt Paving Inc. - \$71,750.00
- c) House of M - \$122,500.00
- d) J D King - \$112,500.00

Commissioner Murphree made a motion to approve J W & T Inc.'s bid for asphalt paving of the new taxiway at the Airport. Commissioner Belt seconded the motion. Motion carried unanimously. (see attached)

5. Open bids and consider accepting the best bid for concrete for Cart Paths at the Gaines County Golf Course; take action as appropriate

Commissioner Belt made a motion to approved Fehrs (only bid received) bid for concrete for Cart Paths at the Golf Course. Commissioner Rosson seconded the motion. Motion carried unanimously. (see attached)

6. Meet with Robert Barrett to discuss the possibility of helping the Seminole Volunteer Fire acquire another grass rig; take action as appropriate

Robert Barrett stated a need to acquire a new tanker/brush truck due to the fact the current one was 25 years old. He stated the cost is \$231,142.00 less the \$90,000 from the Texas Forrest Grant and less the \$55,000 from the fire truck fund leaving a remaining balance of \$86,142.00. Commissioner Belt made a motion to approve the purchase of the truck with the amount being paid out of the General Fund and once the \$90,000 in Grant money is received it would then be put back in the General Fund. Commissioner Murphree seconded the motion. Motion carried unanimously. (see attached)

7. Meet with Zack Holbrooks, Director, South Plains Public Health Department concerning application of new Subdivision Regulations; take action as appropriate

Following much discussion with Zach Holbrooks, Director, South Plains Public Health Department and Chuck Kimbrough this item is tabled until the next Agenda.

8. Meet with Rene Esparza to discuss accepting the gift of a small pump jack to the Seagraves Museum; take action as appropriate

Judge Keyes stated Rene Esparza wanted to give a small pump jack to the Seagraves Museum and it would be repainted the color of the original oil company that developed the fields and be placed on the East side of the Museum with a plaque stating who the donation was from. Commissioner Rosson made a motion to accept the pump jack as a gift to the Seagraves Museum. Commissioner Houston seconded the motion. Motion carried unanimously.

9. Discussion and potential action will occur regarding: (1) the County's participation in the 2020 County Transportation Infrastructure Fund Grant Program of the Texas Department of Transportation ("TXDOT"), a program to provide grant funding to eligible counties for the repair or improvement of county roads, bridges, and culverts affected by energy sector activities; and (2) the County's submission of a grant application to TXDOT for said program and all related matters.

Chuck Kimbrough stated at the present time \$2,871,299.00 was available from the Grant for commissioners to repair county roads and this total could change as more counties did or did not chose to be part of this program. Chuck Kimbrough stated the need to have each Commissioner give him the number of roads that would be repaired using the grant money. The following were the number of roads as of court that were to be repaired: Precinct #1 - 3, Precinct #2 - 4, Precinct #3 - 1, Precinct #4 - 4. This item was tabled until next court to prepare paper work.



10. Consider approving a variance(s) to allow installation of an approved septic system; take action as appropriate

None

11. Consider current subdivision application(s); take action as appropriate,

None

12. Consider current road crossing request(s); take action as appropriate,

Commissioner made a motion to approve a road crossing for CGS Operating LLC to bore under CR 416, 90ft in length and 6ft deep. Commissioner Rosson seconded the motion. Motion carried unanimously. (see attached)

13. Discussion and consider taking potential action regarding all issues deemed necessary or desired at this time by the Commissioners Court for the County response to the pending COVID-19 emergency, including:

- a. approving or amending a declaration of a disaster #4, as authorized by law, due to a public health emergency;
- b. approving or amending policies and operating procedures for controlling public access (including the limitation of public access) to the Gaines County Courthouse and all other buildings, structures, offices, or properties owned, leased, or operated by the County;
- c. approving or amending policies and operating procedures (including public health protocols) for the protection of the public, County employees, and County officials;
- d. approving or amending policies and operating procedures for protecting County infrastructure (including public health measures and procedures designed to clean and make safer properties, buildings, structures, business offices and work spaces);
- e. approving or amending policies and operating procedures for the provision of on-going essential or desired services of the County and other public offices and agencies, including without limitation the continued work and functioning of the (i) Commissioners Court, (ii) the County's local court, financial, tax, and administrative systems, including without limitation the District Court, County Court, Justice of the Peace Courts District Attorney, County Attorney, District Clerk, County Clerk, County Sheriff's Department and County Jail, Texas Department of Public Safety, County Treasurer, County Tax Assessor-Collector, County Auditor, Adult and Juvenile Probation Departments, Veterans Services Officer, County library system, County museums, (iii) the County public road system and airport, and (iv) the County emergency management system, including fire, ambulance, and local law enforcement service and coordination; and
- f. approving or amending employment policies and procedures for the County's employees and officials.

Judge Keyes discussed the GA18 order from the Governor effective May 1, 2020. At this time the only change to the current Disaster Declaration per the Governor's order would be to decrease the number in groups at the Golf Course to 4 people and the 25% capacity to businesses would be enforced. Commissioner Belt made a motion to leave the action plan in place regarding the closing of the Courthouse as is and it would be addressed again in 2 weeks, approve Order #20-0429-01 of Disaster Declaration #6. Commissioner Rosson seconded the motion. Motion carried unanimously. (see attached)

14. Discuss any other items pertaining to County Business; for information purposes only, no action may be taken on these items except to schedule them for a future agenda,

Terri Berry, County Clerk, stated she would be having plexi glass installed on the front counter of the office with doors on each side which would limit access to the office for security and safety issues.

15. Adjourn:

Commissioner Belt made a motion to adjourn the meeting. Commissioner Rosson seconded the motion. Motion carried unanimously.

Meeting Adjourned at 11:36 a.m.

STATE OF TEXAS                    §  
COUNTY OF GAINES §

I, Terri Berry, Gaines County Clerk, attest that the foregoing is a true and accurate accounting of the Commissioners Court's authorized proceedings for April 29, 2020.



A handwritten signature in cursive script that reads "Terri Berry".

Terri Berry, County Clerk  
Clerk of Commissioner's Court  
Gaines County, Texas