

STATE OF TEXAS

COUNTY OF GAINES

THE HONORABLE COMMISSIONERS' COURT OF GAINES COUNTY MET IN A REGULAR MEETING ON DECEMBER 11, 2019 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 ABSENT

COMMISSIONER PRECINCT #3

BIZ HOUSTON

COMMISSIONER PRECINCT #4

TERRI BERRY

COUNTY CLERK

Court observed a moment of silence followed by the opening invocation given by Judge Keyes, who then led the pledge to the flags. The meeting was called to order at 9:00 a.m.

9:00 A.M.

1. Discuss routine administrative items: take action 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

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

2. Receive the FY 2018 audit from Davis, Ray & Co; take action as appropriate

Ted Ward, with Davis, Ray & Co. presented the Independent Auditor's Report and stated Gaines County had a strong budget. Commissioner Belt made a motion to accept the audit from Davis, Ray & Co. Commissioner Rosson seconded the motion. Motion carried unanimously. (see attached)

3. Consider approving purchases from the unclaimed capital credits fund for the Library; take action as appropriate

Sabra Hall, Interim Librarian, presented a list of various projects that the unclaimed capital credits fund could be used for. Rick Dollahan, Auditor, stated there was \$62,652.00 in the fund and asked for approval to amend the budget approximately \$15,000 for the projects. Commissioner Belt made a motion to approve purchases from the unclaimed capital credits fund for the library and authorizing the auditor to adjust the budget. Commissioner Houston seconded the motion. Motion carried unanimously. (see attached)

4. Meet with Sabra Hall to discuss repainting of the Seminole Library; take action as appropriate

Sabra Hall, Interim Librarian, stated the need for updating the color of paint within the interior of the library. Commissioner Rosson made a motion to approve repainting the Seminole Library and Judge Keyes to seek estimates. Commissioner Belt seconded the motion. Motion carried unanimously.

5. Consider amending the FY 2020 budget to include new revenue lines for the County Clerk related to changes in court costs, fines and fees, in accordance with new State law(s); take action as appropriate

Rick Dollahan, Auditor, stated Local Government Solutions, the software vendor in the County Clerks office was requesting new general ledge codes for new criminal fees effective January 1, 2020. The 3 codes added are County Specialty Court Fee, CC-Time Payment Fee and State Fee-DWI Traffic Fine.. Commissioner Belt made a motion to

approve the 3 GL codes added to the budget for the County Clerk. Commissioner Rosson seconded the notion. Motion carried unanimously. (see attached)

6. Consider approving a buy board purchase for Prec 2; take action as appropriate

Commissioner Belt made a motion to approve the purchase of a 2019 Caterpillar, Unit#2216 from Warren CAT. Commissioner Rosson seconded the motion. Motion carried unanimously. (see attached)

7. Consider approving transfer of equipment from Memorial Cemetery to Maintenance; take action as appropriate

Commissioner Belt, made a motion to approve the transfer of a vacant shed from the Memorial Cemetery to the Maintenance Department. Commissioner Houston seconded the motion. Motion carried unanimously.

8. Consider authorizing the County Treasurer, Michael Lord to contract with Covenant to do annual health assessment for County Employees; take action as appropriate

Michael Lord, Treasurer, stated he needed to contact Covenant at this time in order to have a better selection of dates for next years health assessment. Commissioner Houston made a motion to authorize Michael Lord, Auditor, to contract with Covenant to do the annual health assessment. Commissioner Rosson seconded the motion. Motion carried unanimously.

9. Meet with Sheriff Pipkin to consider accepting a donation from OXY; take action as appropriate

Ronnie Pipkin, Sheriff, stated he had received a donation of a \$20,000.00 check from OXY and request to add it to his donation line item. Commissioner Rosson made a motion to accept the donation for OXY to the Sherriff's office. Commissioner Houston seconded the motion. Motion carried unanimously.

10. Consider approving purchase of a trailer for maintenance dept; take action as appropriate

Commissioner Belt made a motion to approve the purchase of a 2020 PJ Bumper Pull Gravity Tilt Trailer for the maintenance department. Commissioner Rosson seconded the motion. Motion carried unanimously. (see attached)

11. Consider approving transfer of equipment from Prec. 4 to South Cemetery; take action as appropriate

Commissioner Houston made a motion to transfer a Mule SX Kawasaki unit #4173 & a Mule Kawasaki Unit #4167 from Precinct 4 to the South Cemetery. Commissioner Belt seconded the motion. Motion carried unanimously. (see attached)

12. Consider approving contract renewal with Sigma; take action as appropriate

Scott Shortes, IT Director, stated the Sigma would not provide a contract as items were up for renewal in February 2020. Scott stated he had sever things to update and the approximate cost was \$28529.00. Scott stated he would present the contract at the next court. No action taken.

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

Commissioner stated he would like to table the A1 Estates first reading. Commissioner Belt made a motion to approve the final reading of the Sunrise Estates subdivision plat Lots 7-12. Commissioner Houston seconded the motion. Motion carried unanimously. (see attached)

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

None

15. 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.

Commissioner Belt stated he was replacing items on the water pumps at the park and the hoses and fittings received were incorrect and he would get the correct items ordered.

Judge Keyes presented Rick Dollahan, Auditor, with a plaque clock for his years of service to Gaines County prior to his retirement date December 31, 2019.

16. Adjourn;

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

Meeting Adjourned at 9:50 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 December 11, 2019.



A handwritten signature in cursive script that reads "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 DECEMBER 23, 2019 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

Court observed a moment of silence followed by the opening invocation given by Judge Keyes, who then led the pledge to the flags. The meeting was called to order at 9:00 a.m.
9:00 A.M. Work Session

8:30 A.M. Work Session

1. 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

Commissioner Belt made a motion to approve routine administrative items as presented. Commissioner Murphree seconded the motion. Motion carried unanimously.

2. Meet with DPS Trooper Tim Davis to discuss changing cell phone service carrier for DPS: take action as appropriate

Tim Davis, DPS Trooper, stated they are currently with AT&T wireless, however after comparing wireless plans with Verizon wireless the county will save money changing plans to Verizon.. AT&T billing per month is approximately \$300-\$400 and changing service to Verizon would be approximately \$180. Commissioner Rosson made a motion to authorize Tim Davis to change the wireless provider to Verizon. Commissioner Murphree seconded the motion. Motion carried unanimously.

3. Consider a request from the IT Dept to replace the Cisco phone server in the Courthouse and the Law Enforcement Center: take action as appropriate

Scott Shortes, IT Director stated the server with Sigma needed updated and would require him to purchase 4 new pieces of equipment. Commissioner Belt made a motion to approve the purchase of new equipment and authorize a budget amendment through the Capital Project Fund to purchase the new required equipment. Commissioner Rosson seconded the motion. Motion carried unanimously. (see attached)

4. Consider renewing a 4 year lease on IT equipment ; take action as appropriate

Scott Shortes, IT Director stated the current lease renewal date is January 2020 and he would need to purchase 2 new Firewalls and it would increase the monthly payment \$1,700. Scott stated the county attorney was reviewing the lease and wanted one item changed. Commissioner Belt made a motion, pending approval of Joe Nagy, County Attorney, to approve the lease renewal and adding the 2 firewalls and authorize the County Judge to sign the lease. Commissioner Rosson seconded the motion. Motion carried unanimously. (see attached)

5. Consider approving a buy board equipment purchase for Prect 3: take action as appropriate

Commissioner Murphree stated he wanted to purchase a new Caterpillar pad foot to do his own grounding of caliche which would be more cost effective. Commissioner Belt seconded the motion, Motion carried unanimously. (see attached)

6. Consider approving a lease agreement with CMC Business Systems for adult probation; take action as appropriate

Esmeralda Felan, Auditor assistant, stated Adult & Juvenile Probation departments requested the purchase of a colored copier as the current copier was no longer in maintenance agreement with CMC Business and was 9 years old. Commissioner Rosson made a motion to authorize the purchase of a new colored copier with CMC Business Systems for the Adult & Juvenile Probation departments. Commissioner Murphree seconded the motion. Motion carried unanimously. (see attached)

7. Consider approving annual review of fuel contract; take action as appropriate

Commissioner Rosson made a motion to approve the annual review with Seminole Butane with no changes. Commissioner Belt seconded the motion. Motion carried unanimously.

8. Consider approving subdivision application(s):

Commissioner Belt made a motion to approve the first reading of Lots 1-6, Green Acres Corner. Commissioner Murphree seconded the motion. Motion carried unanimously.

9. Consider approving road crossing request(s):

None

10. 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.

Commissioner Belt requested assistance from other precincts for January 7 at 7:30am at the stock barn to help with pens. Commissioner Murphree stated on the next agenda Jeannie Marrow, attorney and Joe Nagy, County Attorney, would discuss variances regarding the Subdivision policy. Commissioner Houston stated he was going to purchase Goffer X to control and eliminate the goffer issue at the cemetery. Mick Kembro, Seagraves Chief of Police introduced himself to the court.

11. Adjourn:

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

Meet Adjourned at 9:40 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 December 23, 2019.



Terri Berry

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