

STATE OF TEXAS

COUNTY OF GAINES

THE HONORABLE COMMISSIONERS' COURT OF GAINES COUNTY MET IN A REGULAR MEETING ON JANUARY 6, 2021 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	VIRTUAL	COMMISSIONER PRECINCT #2
DAVID MURPHREE	ABSENT	COMMISSIONER PRECINCT #3
BIZ HOUSTON		COMMISSIONER PRECINCT #4

TERRI BERRY	COUNTY CLERK
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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 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.

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.

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).

9:00 A.M. Regular Meeting

1. Call to order, prayer, pledge
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. Last month's minutes
 - b. Payroll
 - c. Budget amendments and fund transfers
 - d. Accounts payable
 - e. Auditor's report
 - f. Officer's report
 - g. Renewal of routine annual service and similar agreement(s)
 - h. Non-capital surplus or salvage

Scott Shortes, IT Director, stated he had old computer shells, burned up printers and broken monitors, etc. to declare as salvage. (see attached)

Commissioner Rosson a made motion to approve the routine administrative items as presented.

Commissioner Houston seconded the motion. Motion carried unanimously. (see attached)

4. Consider mileage reimbursements rates for 2021; take action as appropriate

Esmeralda Felan, Auditor, stated the IRS issued a new standard mileage rate for 2021 of .56 per mile. Commissioner Houston made a motion to approve the IRS standard mileage rate of .56 per mile for 2021. Commissioner Rosson seconded the motion. Motion carried unanimously. (see attached)

5. Consider appointing Judge Pro-tem; take action as appropriate

Commissioner Houston made a motion to appoint Commissioner Belt as Judge Pro-tem. Commissioner Rosson seconded the motion. Motion carried unanimously.

6. Consider approving road crossing request(s);

None

7. Consider approving subdivision application(s), take note of known exceptions, consider any requests for variances; take action as appropriate

None

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 presented the COVID statistics for Gaines County stating active cases were down to 39. (see attached)

Judge Keyes stated the previous issue regarding the bowing of the floor in the District Clerks file room had been resolved due to the report stating the floors were overloaded and needed moved to the basement which had concrete floors.

Scott Shortes, IT Director, stated he was going to sign up with TDS for internet and phone service at the Gaines County Library in Seagraves. He stated he would have the contract prepared and present at the next court for approval.

Commissioner Houston asked for an update on the Beall's building that would possibly be used for the county. Judge Keyes stated that there were flooring issues and would it need a sprinkler system added and other issues that would be addressed before any decisions would be made.

9. Adjourn;

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

Meeting Adjourned at 9:25a.m.

I, Terri Berry, Gaines County Clerk, attest that the foregoing is a true and accurate accounting of the Commissioners Court's authorized proceedings for January 6, 2021.



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 JANUARY 20, 2021 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

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 - a. Last month's minutes
 - b. Payroll
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 - e. Auditor's report
 - f. Officer's report
 - g. Renewal of routine annual service and similar agreement(s)
 - h. Non-capital surplus or salvage

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

4. Consider approving the Racial Profiling report from the Sheriff; take action as appropriate
This item is tabled until next agenda as the Sherriff has not completed the report.

5. Consider changing the title of Ms. Sabra Hall from Interim Library Director to Library Director; take action as appropriate

Commissioner Houston made a motion to change the title of Sabra Hall from Interim Library Director to Library Director and switch the budgeted line items of Interim Library and Library Director. Commissioner Murphree seconded the motion. Motion carried unanimously.

6. Meet with Ms. Hall to consider funding and authorizing the use of a moving company to move the Seagraves Library into the new facility; take action as appropriate

Sabra Hall, Library Director, stated she had 3 moving BIDS and recommended Little Guys Movers:

- Little Guys Movers - \$3,066.43
- Brothers Moving & Storage – \$4,659.32
- Affordable Moving - \$2,240.00

Commissioner Belt made a motion to approve the Bid from Little Guys Movers to move the Seagraves Library into the new facility. Commissioner Rosson seconded the motion. Motion carried unanimously. (see attached)

7. Meet with the County Clerk and the Election Administrator to consider authorizing the sharing of Amanda Wall between the two offices; take action as appropriate

Terri Berry, County Clerk, and Patricia Robertson, Election Administrator, stated the need to utilize between both offices Amanda Wall, who at this time is a part time employee in the County Clerks office.. Terri and Patricia stated she would be in the County Clerks office the majority of the time and until such time she is needed in the Election. They also stated this would allow her to be a full time employee with benefits. Her pay would be ½ from the County Clerks Preservation Fund as part time employee and ½ from the Elections budget.. Commissioner Rosson made a motion to approve Amanda Wall as a full time employee between by the County Clerk and Elections Administrator offices. Commissioner Belt seconded the motion. Motion carried unanimously.

8. Consider approving bond for Tax-Assessor Collector; take action as appropriate

Commissioner Rosson made a motion to approve the \$50,000 County and \$100,000 State bonds on Susan Shaw, Tax Assessor Collector. Commissioner Murphree seconded the motion. Motion carried unanimously (see attached)

9. Consider approving an agreement from TDS for Telephone and Internet Service at the new Seagraves Library, as well as consider upgrading internet service to the Courthouse and Law Enforcement Center at a lower cost; take action as appropriate

Scott Shortes, IT Director, stated the agreement with TDS for 2 phone lines and internet would be \$129.93, which would result in the county savings from the previous contract. TDS also would update the internet at the Courthouse and Law Enforcement Center with triple the speed and would also be a savings of \$150 for the county. Commissioner Houston made a motion to approve the agreement from TDS as presented by Scott Shortes, IT Director. Commissioner Belt seconded the motion. Motion carried unanimously. (see attached)

10. Discuss with Scott Shortes the ramifications of the CIRA plan to phase our email with Rackspace and migrating to Office 365, consider approving transitioning with CIRA to Office 365; take action as appropriate

Commissioner Belt made a motion to authorize Scott Shortes, IT Director, to move forward with the CIRA plan for county emails and migrating to Office 365. Commissioner Rosson seconded the motion. Motion carried unanimously.

11. Consider declaring as salvage an old fuel tank for Precinct 3 (barcode 2598, no unit number); take action as appropriate

Commissioner Murphree made a motion to declare a fuel tank bar code #2598 as salvage for Precinct 3. Commissioner Belt seconded the motion. Motion carried unanimously. (see attached)

12. Consider abandoning a county right of way in Precinct 3, releasing it to neighboring land holders; take action as appropriate

This item is tabled until further information is found regarding commissioners court previously approving the right of way.

13. Consider going out for bids for a dump truck for Precinct 1; take action as appropriate
Commissioner Rosson made a motion to go out for bids for a dump truck for Precinct 1 with bids turned in by noon February 16, 2021 and awarded February 17, 2021. Commissioner Murphree seconded the motion. Motion carried unanimously. (see attached)
14. Open and consider bids for dump truck Precinct 2; take action as appropriate
Commissioner Belt made a motion to approve the only bid turned in by Bruckner Truck Sales Inc. in the amount of \$137,113.20 for the purchase of a dump truck. Commissioner Rosson seconded the motion. Motion carried unanimously. (see attached)
15. Discuss the requirement and consider nominating a replacement Board Member for the Gaines County Appraisal District Board of Directors; take action as appropriate
This item is tabled for 2 weeks.
16. Consider a proposal from Trane to put sensors in two boilers and 4 air handlers to help manage heating and cooling expenses; take action as appropriate
Commissioner Murphree made a motion to approve the proposal from TRANE to put in sensors in two boilers and 4 air handlers in the amount of \$11,721.00 and authorize Judge Keyes to sign the proposal. Commissioner Rosson seconded the motion. Motion carried unanimously. (see attached)
17. Consider approving Juvenile Contracts; take action as appropriate
Commissioner Rosson made a motion to approve the juvenile contract with Pegasus Schools Inc. as presented. Commissioner Belt seconded the motion. Motion carried unanimously. (see attached)
18. Discuss and consider continuation of the COVID pay for affected employees, which was implemented at the start of the pandemic; take action as appropriate
Michael Lord, Treasurer, stated the previous Covid 80 hour paid leave had expired the end of December 2020 and another leave needed to be approved. He also stated he would prepare a policy and present it at the next court date. Commissioner Rosson made a motion to authorize giving each employee 80 hours of Covid paid leave from January 1, 2021-December 31, 2021. Commissioner Belt seconded the motion. Motion carried unanimously. (see attached)
19. 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 #20, 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 the county action plan, as well as 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.

Commissioner Belt made a motion to approve Disaster Declaration #21 order # 21-0120-01 as presented with no changes. Commissioner Rosson seconded the motion. Motion carried unanimously. (see attached)

- 20. Consider approving subdivision application(s), take note of known subdivision exceptions, consider any requests for subdivision variances; take action as appropriate;

None

- 21. Consider approving road crossing request(s);

Commissioner Murphree made a motion to approve a road crossing on CR 341 in Precinct 3 by Rein Partner Operating LLC. Commissioner Rosson seconded the motion. Motion carried unanimously. (see attached)

- 22. Announcements / Discussion: for information purposes only, while there may be discussion for clarification purposes, no action may be taken on these items except to schedule them for a future agenda.

None

- 23. Adjourn;

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

Meet Adjourned at 10:03a.m.

I, Terri Berry, Gaines County Clerk, attest that the foregoing is a true and accurate accounting of the Commissioners Court's authorized proceedings for January 20, 2021.



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

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