

STATE OF TEXAS

COUNTY OF GAINES

THE HONORABLE COMMISSIONERS' COURT OF GAINES COUNTY MET IN A REGULAR MEETING ON JUNE 3, 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. 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).

Agenda Items:

1. Call to order, prayer, and pledges of allegiance.
2. Public comment.
3. Meet with George DeLeon, TXDoT Maintenance Section Supervisor for Gaines and Yoakum Counties to discuss availability of surplus supplies; take action as appropriate
4. Consider approving tournament requests; take action as appropriate
5. 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.
6. Adjourn.

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

Meeting adjourned at 9:53.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 June 3, 2020.



A handwritten signature in blue ink 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 JUNE 10, 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
<u>BIZ HOUSTON</u>	<u>COMMISSIONER PRECINCT #4</u>

<u>TERRI BERRY</u>	<u>COUNTY CLERK</u>
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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 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.

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).

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, pledge
Judge Keyes called the meeting to order and said the pledges.
2. Public Comment
None
3. Discuss routine administrative items: take action as appropriate;
 - a. Payroll

- b. Budget amendments and fund transfers
- c. Accounts payable
- d. Auditor's report
- e. Officer's report
- f. Surplus equipment (non-capitol)

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

4. Consider approving tournament requests for the Golf Course; take action as appropriate

Commissioner Murphree made a motion to approve tournament requests as presented by Shaun McDonald, Golf Pro. Commissioner Belt seconded the motion. Motion carried unanimously. (see attached)

5. Consider approving juvenile contract; take action as appropriate

Commissioner Houston approved the renewal contract from Randall County Juvenile Probation Department as presented. Commissioner Belt seconded the motion. Motion carried unanimously. (see attached)

6. Consider approving Trane contract; take action as appropriate

Commissioner Murphree made a motion to approve the TRANE contract as presented. Commissioner Belt seconded the motion. Motion carried unanimously. (see attached)

7. Consider a buy board purchase of a tractor and shredder for the airport; take action as appropriate

Commissioner Murphree, Precinct 3 stated he had an old tractor he was going to put on GovDeals and was purchasing a new tractor and cutter. He stated this new tractor and cutter would stay at the airport. Commissioner Belt made a motion to approve the purchase of a John Deere 6120M Cab Tractor and R15 wing Rotary Cutter total cost \$113,798.68 and the cost would be 50% from the airport and 50% from Precinct 3. Commissioner Murphree seconded the motion. Motion carried unanimously. (see attached)

8. 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 #12, 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 stated there were no major changes in the action plan. He stated following discussions with Chuck Kimbrough they are in the process of a plan for the Disaster Declaration to be extended longer than 7 days to eliminate meeting each week.

Commissioner Murphree made a motion to approve Disaster Declaration #12 Order #20-0620-01 as presented. Commissioner Houston seconded the motion. Motion carried unanimously. (see attached)

- 9. Consider approving subdivision application(s); take action as appropriate,

None

- 10. Consider approving road crossing request(s); take action as appropriate,

Commissioner Houston made a motion to approve CGS to bore under CR 422 90' long & 6' below existing ditch in Precinct 4. Commissioner Murphree 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 there was old cast iron plumbing at the Old Post office building (future Seagraves Library) and needed to know whether to replaced or repaired the lines. Following much discussion commissioners stated to replace the old existing plumbing lines. Judge Keyes stated he would contact Wayne Condeck regarding replacing the plumbing lines as appropriate.

- 12. Budget workshop

- a. Discuss departmental budget requests

Following much discussion Commissioners approved the .031290 no new revenue tax rate as presented by Esmeralda Felan, Auditor. This rate un under 1/2 of what the rate could have been increased. Esmeralda will present the adjustment in budget at the new budget workshop.

- b. Discuss potential changes in Golf Professional's contract

Judge Keyes stated there is discussion regarding the Golf Pro being a county employee, however, he will research further the legality of an employee operating a personal business on county property (gold shop).

- 13. Adjourn;

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

Meeting Adjourned at 10:15a.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 June 10,2020.



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 JUNE 17, 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.**

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Agenda Items:

1. Call to order, prayer, and pledges of allegiance.
Judge Keyes called the meeting to order with a prayer and pledges of allegiance.
Commissioner Rosson and Commissioner Murphree were present through Zoom.
2. Public comment.

No public comment. Commissioner Rosson stated the handicap parking and door lock issues at the new Seagraves Library needed to be on the next agenda for discussion.
3. Meet with George DeLeon, TXDoT Maintenance Section Supervisor for Gaines and Yoakum Counties to discuss availability of surplus supplies; take action as appropriate

George DeLeon, TXDoT Maintenance Supervisor stated there were surplus supplies for allocation. He stated that the commissioners could by and look at what he had available. He stated he wanted to have the allocation completed by July.
4. Consider approving tournament requests; take action as appropriate

None
5. 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

Judge Keyes stated there are no changes in the action plan. Judge Keyes stated the Disaster Declaration # 13 will go into effect at midnight tonight through July 8th which will be the regular commissioner court date and if there are no COVID 19 issues at that time, the next meeting would be set for a month. Commissioner Belt made a motion to approve Disaster Declaration #13 Order #20-0617-01 as presented. Commissioner Houston seconded the motion. Motion carried unanimously. (see attached)

- 6. Adjourn.
Commissioner Belt made a motion for the meeting to adjourn. Commissioner Houston seconded the motion. Motion carried unanimously.

Meeting Adjourned at 9:22 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 June 17, 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 JUNE 24, 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

<u>TERRI BERRY</u>	<u>COUNTY CLERK</u>
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Teleconference:

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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, pledge
Judge Keyes called the meeting to order with a prayer and pledges.
2. Public Comment
None
3. Discuss routine administrative items: take action as appropriate;
 - a. Payroll

- b. Budget amendments and fund transfers
- c. Accounts payable
- d. Auditor's report
- e. Officer's report
- f. Surplus equipment (non-capitol)
- g. Annual renewals of service and other contracts

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

4. Meet with Seminole Chamber of Commerce President, Shelby Concatelli to discuss Ag-Oil Day at the Civic Center and consider possible actions; take action as appropriate

Shelby Concatelli, Chamber of Commerce President, presented the new floor plan layout for the Gaines County Ag & Oil Show. Shelby requested to use the county table and chairs to be placed at the City Park with vendors set up around the park providing food for the event due to Covid 19 and social distancing. The commissioners stated they did not want the new table and chairs placed outside and would provide the older table and chairs they have for the event.

5. Meet with Gaines County Maintenance Supervisor, Nick Castillo to discuss possibly purchasing vehicles from sources other than the Buy Board. take action as appropriate

Commissioner Houston made a motion to authorize Nick Castillo, Maintenance Supervisor, to purchase vehicles from a source other than the Buy Board as presented by Judge Keyes. Commissioner Rosson seconded the motion. Motion carried unanimously.

6. Consider approving extended warranty contract for Hart voting equipment; take action as appropriate

Commissioner Murphree made a motion to approve the extended warranty contract for the Hart voting equipment as presented in the amount of \$2,640.00. Commissioner Rosson seconded the motion. Motion carried unanimously. (see attached)

7. Consider authorizing the Museum Director to send the year book collection out of the county for digitization; take action as appropriate

Commissioner Murphree made a motion to authorize the Museum Director to send the year book collection to a correctional facility that trains inmates to digitize records. Commissioner Belt seconded the motion. Motion carried unanimously.

8. Consider proposals and take action on potential change orders for the Seagraves Library project; (1) consider authorizing Precinct 1 to build a handicapped parking area, (2) consider utilizing electronic locks on the external doors; take action as appropriate

Commissioner Rosson made a motion to authorize a change order for Precinct 1 to have a handicapped parking area completed and ramp built at the Seagraves Library. Commissioner Rosson made a motion to approve the purchase of electronic locks to be installed at the Seagraves Library. Commissioner Belt seconded both motions. Motions carried unanimously.

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

None

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

Commissioner Houston made a motion to authorize CGS Operating LLC to bore under CR 451 approximately 90ft in length and 6ft below existing ditch in Precinct 4. Commissioner Rosson 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 add opening bids for the water trucks on the agenda and requested a meeting Monday, June 29th at 9:00a.m. to open the bids received.

12. Budget workshop – the following items provide a framework for discussions, but should not be considered to limit discussions that may arise

- a. Consider proposed budget cuts for General Fund departments

Nadine Gonzales, Auditor 1st Assistant presented the breakdown of the 5% budget cuts from each department within the county. Judge Keyes stated that the county would be able to maintain the proposed budget set for next year with these budget cuts.

13. Adjourn;


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

Meeting Adjourned at 10:05a.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 June 24,2020.




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 JUNE 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	COMMISSIONER PRECINCT #1
CRAIG BELT ABSENT	COMMISSIONER PRECINCT #2
DAVID MURPHREE ABSENT	COMMISSIONER PRECINCT #3
BIZ HOUSTON	COMMISSIONER PRECINCT #4

<u>TERRI BERRY</u>	<u>COUNTY CLERK</u>
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Teleconference:

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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 with a prayer and pledges of allegiance.
2. Public comment.
None
3. Open and consider bids for a Water Truck for Precinct 1; take action as appropriate

Commissioner Rosson made a motion to approve the bid received by Bruckner Truck Sales, Inc. for a 2020 Mack MP8 Water Truck in the amount of \$163,305.00 for Precinct 1 and authorize the auditor's office to issue a check for payment. Commissioner Houston seconded the motion. Motion carried unanimously. (see attached)

4. Discuss routine administrative items: take action as appropriate:
 - a. Budget amendments and fund transfers
 - b. Accounts payable
 - c. Auditor's report

Commissioner Rosson made a motion to authorize the auditor's office to issue a demand check for payment of trucks for the Maintenance department. Commissioner Houston seconded the motion. Motion carried unanimously.

5. Adjourn.

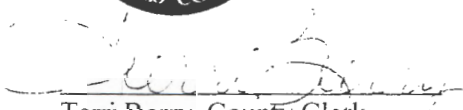
Commissioner Houston made a motion to adjourn the meeting. Commissioner Rosson seconded the motion. Motion carried unanimously.

Meeting adjourned at 9:08a.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 June 29, 2020.




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