

STATE OF TEXAS

COUNTY OF GAINES

THE HONORABLE COMMISSIONERS' COURT OF GAINES COUNTY MET IN A REGULAR MEETING ON JULY 3, 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	COMMISSIONER PRECINCT #3
<u>BIZ HOUSTON</u>	<u>COMMISSIONER PRECINCT #4</u>

<u>TERRI BERRY</u>	<u>COUNTY CLERK</u>
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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. Meet with the County Sheriff to discuss a request for a budget amendment to authorize additional Deputies; take action as appropriate

Ronnie Pipkin, Sheriff, requested hiring 2 Deputies because he currently has 3 deputies out on surgery leave, response time is at a slower rate due to population growth (217 new 911 addresses), deputies taking juveniles on transports out of town, 3188 calls by deputies from Oct 20-18 June 2-019 and at times by themselves and the need to provide Courthouse security coverage when the Deputy assigned is out. Rick Dollahan, Auditor stated that the budget amendment would need to come from the Undesignated Reserve Fund. Commissioner Rosson made a motion to approve the budget amendment from the Undesignated Reserve Fund to authorize hiring additional Deputies. Commissioner Belt seconded the motion. Motion carried unanimously. (see attached)

2. Adjourned

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

Meeting Adjourned at 10:10 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 July 3, 2019.



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 JULY 10, 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

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

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

2. Meet with Robert Barrett, GC EMC, to discuss the addition of a protective cage around the pump on the new grass rig; take action as appropriate

Robert Barrett, GC EMC, stated during the bidding process that a protective cage around the pump on the new grass rig was not included. Robert stated the additional fee would be \$1,110.26. Rick Dollhan, Auditor, stated that this would be an amended accounts payable item once the invoice arrives. Commissioner Murphree made a motion to approve the purchase of a protective cage around the pump on the new grass rig. Commissioner Belt seconded the motion. Motion carried unanimously. (see attached)

3. Consider accepting the gift of a tree for Gaines County Park; take action as appropriate

Commissioner Rosson stated a family wanted to gift a tree to the Gaines County Park and would let the court decide the type of tree to be planted. Commissioner Rosson made a motion to accept the gift of a tree for the Gaines County Park. Commissioner Belt seconded the motion, Motion carried unanimously.

4. Consider an update on the water project at the Gaines County Park and plans to proceed with the project, further consider whether to declare an exemption from bidding requirements for human health and safety reasons; take action as appropriate

Judge Keyes stated there are exceptions to the bidding requirements regarding water safety. By granting an exemption to the bid process we can deal directly with contractors. Judge Keyes stated we would solicit bids from different contractors to construct a 20x20 metal building and 14 foot concrete slab. Judge Keyes stated that Robert Soto would be retiring and at that time his house and shed would be removed for easier access for the trailer and water tanker to go through. Judge Keyes stated that the RV stations water source would be disconnected and a fill station would be created. Commissioner Belt made a motion to go out for Bids on a 20 foot x 20 foot metal building and 14 foot concrete slab building to be turned in by noon August 6, 2019 and opened August 7, 2019 and to declare an exemption from bidding requirements for human health and safety reasons. Commissioner Rosson seconded the motion. Motion carried unanimously. (see attached)

5. Open bids for Precinct 4 for dump truck; take action as appropriate

Judge Keyes stated one bid was received from Bruckner Truck Sales, Inc. for a 2020 Mack dump truck. Commissioner Houston made a motion to accept the bid from Bruckner Truck Sales, Inc. in the amount of \$137,500.00 for the 2020 Mack dump truck for Precinct 4. Commissioner Rosson seconded the motion. Motion carried unanimously. (see attached)

6. Open bids for Precinct 3 for dump trucks; take action as appropriate

Judge Keyes stated two bids were received from Bruckner Truck Sales, Inc. for 2-2020 dump trucks. Commissioner Murphree made a motion to accept the bids from Bruckner Truck Sales, Inc. in the amount of \$134,360.00 for 2-2020 Mack dump trucks for Precinct 3. Commissioner Belt seconded the motion. Motion carried unanimously. (see attached)

7. Consider approving purchase of a lawn mower for the South Cemetery; take action as appropriate

Commissioner Houston made a motion to approve the purchase of 2 Lazer Z X series 35hp mowers from Hub City Lawn Equipment LLC for the South Cemetery. Commissioner Belt seconded the motion. Motion carried unanimously. (see attached)

8. Consider approving jail inspection; take action as appropriate

Ronnie Pipkin, Sheriff, stated that the jail had a surprise inspection and read aloud the letter from the Texas Commission of Jail Standards stating excellent work of the Gaines County Sheriff's office. Commissioner Murphree made a motion to approve and accept the inspection from the Texas Commission on Jail Standards. Commissioner Rosson seconded the motion. Motion carried unanimously. (see attached)

9. Consider joining purchasing co-op Source Well; take action as appropriate

Commissioner Belt stated that by joining the co-op SourceWell, on Buy Board, that he would save money regarding a mower he was purchasing. Commissioner Belt made a motion to join purchasing co-op SourceWell. Commissioner Rosson seconded the motion. Motion carried unanimously. (see attached)

10. Consider approving upgrade for Precinct vehicle maintenance computer; take action as appropriate

Commissioner Houston stated that the current vehicle maintenance computer software is outdated and the county could purchase updates for approximately \$2,000 on line. Commissioner Houston made a motion to approve purchasing the software upgrade for vehicle maintenance. Commissioner Belt seconded the motion. Motion carried unanimously.

11. Consider approving residential juvenile contracts; take action as appropriate

Judge Keyes stated that the rate for the Hayes County Juvenile Center was \$140 a day for Detention services and \$197 a day for all Post Adjudication services. Commissioner Rosson made a motion to approve Hays County Juvenile Center contract. Commissioner Houston seconded the motion. Motion carried unanimously. (see attached)

12. Consider declaring unit number 3918 as surplus for Precinct 3 so it can be placed on GovDeals; take action as appropriate

Commissioner Murphree made a motion to authorize unit 3918, John Deere Disk as surplus for Precinct 3. Commissioner Rosson seconded the motion. Motion carried unanimously. (see attached)

13. Consider declaring the electric tarp from unit 3098 as salvage for Precinct 3; take action as appropriate

Commissioner Murphree made a motion to authorize unit 3098, Electric Tarp as salvage for Precinct 3. Commissioner Rosson seconded the motion. Motion carried unanimously. (see attached)

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

Commissioner Belt made a motion to approve the first reading of Westridge Subdivision. Commissioner Rosson seconded the motion. Motion carried unanimously.

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

None

16. 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

a. Commissioner Houston stated that he wanted the contract on UniFirst reviewed and see what the 90 day notice timeline for ending the contract would be. He stated his employee took pictures of uniforms sent then was billed for missing clothing. Commissioner Rosson stated his employee was charged for uniforms cleaned and this employee doesn't turn in uniforms and washes them himself.

b. Judge Keyes stated that we had used Midland Fire had last year for the annual examination of county fire extinguishers. Commissioner Houston stated that we should use a local company to perform this service. Commissioner Murphree stated he had talked to Rob Franklin here in Seminole and that he would do this for the county. Judge Keyes stated Rob Franklin was to meet with him this afternoon.

17. Budget workshop – the following items provide a framework for discussions, but should not be considered to limit discussion of other budget issues that may arise

a. Discuss and take action as appropriate on the renewal of the Golf Pro contract with Kyle Monk

Commissioner Murphree made a motion to not renew the contract with Kyle Monk, Golf Pro. Commissioner Rosson seconded the motion. Motion carried unanimously.

b. Discuss and take action as appropriate on a request for an additional staff member in the Tax Assessors Office

Susan Shaw, Tax Assessor, stated with the growth in the county she has seen significant increase in titles and in 2018 her cash flow was 3 million dollars and in half of 2019 the total is already 4.7 million. Susan stated she has 3 out of her 4 employees at retirement age. She would like to offer the debit card option to her customers but does not have the staff to do the reporting that is required.

Commissioner Belt made a motion to approve the hiring of an additional staff member for the Tax Assessors Office. Commissioner Rosson seconded the motion. Motion carried unanimously.

c. Discuss the status of requests for support for emergency services agencies within the county, take any appropriate actions

Following much discussion with the growth of Gaines County Judge Keyes stated that he would contact a consultant regarding guidance on funding the County wide Emergency Service. Commissioner Houston stated the need to continue supporting the emergency services agencies as the county needs the ambulances and Fire Department.

d. Rick Dollahan, Auditor, discussed the following items: personal, salaries of the Park and Sheriff Department, contracts, combining park and Golf Course, and equipment leases.

18. Adjourned:

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

Meeting Adjourned at 10:50 a.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 July 10, 2019.



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 JULY 11, 2019 AT 1:00 P.M.. THE COUNTY JUDGE TOM N. KEYES PRESIDING AND THE FOLLOWING MEMBERS OF THE COURT IN ATTENDANCE.

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

<u>TERRI BERRY</u>	<u>COUNTY CLERK</u>
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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 1:00 p.m.

1:00 P.M. Work Session

1. Open bids and consider accepting the best bid for Pct. 2 to purchase a haul truck; take action as appropriate

Judge Keyes stated there were 2 bids received for a 2020 dump truck from Bruckner Truck Sales, Inc and Southwest International Trucks Inc. Commissioner Belt made a motion to accept the bid from Bruckner Truck Sales, Inc. for a 2020 Mack dump truck in the amount of \$127,461.00 for Precinct 2. Commissioner Murphree seconded the motion. Motion carried unanimously. (see attached)

2. Open bids and consider accepting the best bid for Pct. 3 to purchase a side dump trailer; take action as appropriate

Judge Keyes stated there was one bid from Bruckner Truck Sales, Inc for a 2020 side dump trailer. Commissioner Murphree made a motion to accept the bid from Bruckner Truck Sales Inc. for a 2020 side dump trailer in the amount of \$48,190.00 for Precinct 3. Commissioner Murphree seconded the motion. Motion carried unanimously. (see attached)

3. Adjourn:

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

Meeting adjourned at 1:07 p.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 July 11, 2019.



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 JULY 24 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	COMMISSIONER PRECINCT #3
<u>BIZ HOUSTON</u>	<u>COMMISSIONER PRECINCT #4</u>

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

1. 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

Rick Dollahan, Auditor, stated he needed authorization to pay 2 items in accounts payable, a John Deere tractor for the Golf Course and new cameras for the courthouse. Commissioner Belt made a motion to authorize the Auditor to pay the accounts payable items.

Commissioner Rosson seconded the motion. Commissioner Houston made a motion approving routine administrative items as presented. Commissioner Rosson seconded the motion. Motions carried unanimously. (see attached)

2. Consider approving tournament requests; take action as appropriate

Commissioner Houston made a motion to approve the tournament requests for Western Peanut Growers and Sands ISD Invitational as presented by Kyle Monk, Golf Pro. Commissioner Belt seconded the motion. Motion carried unanimously. (see attached)

3. Consider a request from Selena Rosalez to have a fund raising car wash in front of the Courthouse on a Saturday for the traveling Softball team, Maiden Madness; take action as appropriate

Judge Keyes stated that Selena Rosalez and Tommy Gonzales requested approval to use the front of the Courthouse to have a fund raising car wash for 2 different softball teams. Joe Nagy, County Attorney stated once we allow one citizen to do this we could not turn down anyone else asking for the same thing. Commissioner Houston made a motion to approve the use of the front of the Courthouse for fund raising car washes.

Commissioner Murphree seconded the motion. Motion carried unanimously.

4. Meet with Patricia Roberson, County Election Administrator, to consider appointment of Election Judges and Alternate Judges for the next biennium; take action as appropriate

Patricia Robertson, County Election Administrator, stated it was time to appoint Election Judges and Alternates Judges for a 2 year period. Commissioner Rosson made a motion to approve the appointment of Election Judges and Alternate Judges.

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

5. Consider accepting a gift of an air conditioning unit to the Maintenance Department from Nick Castillo; take action as appropriate

Judge Keyes stated that Dr. Wright gifted an air conditioning unit to Nick Castillo, Maintenance Supervisor, when he remodeled his office. Nick wants to gift the air conditioning unit to the Maintenance Department with approximately \$8,000 cost in duct work. Commissioner Rosson made a motion to accept the gift of an air conditioning unit to the Maintenance Department. Commissioner Belt seconded the motion. Motion carried unanimously.

6. Consider declaring items surplus/salvage for Precinct 2; take action as appropriate

Commissioner Belt made a motion to declare Unit 2193, 2012 Pune Roller Cat as a trade in and a Stihl FS106 weed eater as salvage for Precinct 2. Commissioner Rosson seconded the motion. Motion carried unanimously. (see attached)

7. Consider going out for bids again for dump trucks for Precincts ; take action as appropriate

Commissioner Houston made a motion to approve Precinct 3 and Precinct 4 to go out for bids for a dump truck for each Precinct with sealed bids to be opened August 21, 2019. Commissioner Murphree seconded the motion. Motion carried unanimously. (see attached)

8. Meet with Wayne Gondeck, DRG Architects to begin the process of determining the best course of action concerning the use of the old Law Enforcement Center; take action as appropriate

Following much discussion the best course of action determined by Wayne Gondeck, DRG, and the Commissioners is to demolish the old Law Enforcement Center and rebuild another facility. Judge Keyes will discuss with each department moving out of the Courthouse and determine the appropriate needs for each department regarding office space. Commissioner Belt stated the importance of staying within the Security Plan when considering which departments will be moved. Wayne Gondeck requested retitling the project, concerned it will be seen as rebuilding another Law Enforcement Center. Following discussion the new name for the project will be County Annex.

9. Consider renewing the Interlocal Agreements, for E9-1-1 Automatic Location Information Maintenance Services and Public Safety Answering Point Services for 2019 – 2021, between the Permian Basic Regional Planning Commission and Gaines County; take action as appropriate

Commissioner Belt made a motion to approve renewing the Interlocal Agreement for E9-1-1 automatic Location Information Maintenance Services & Public Safety Answering Point Services. Commissioner Rosson seconded the motion. Motion carried unanimously. (see attached)

10. Consider an update on the search for a new Golf Pro for the Gaines County Golf Course; take action as appropriate

Following discussion this item was tabled until a contract can be prepared and reviewed by Rick Dollahan, Auditor, and Joe Nagy, County Attorney. Judge Keyes stated that there are 2 local citizens that are interested in this position.

11. Consider approving renewal of residential juvenile contracts; take action as appropriate

Commissioner Rosson made a motion to approve the renewal contract of the County of Taylor Juvenile Justice Center. Commissioner Belt seconded the motion. Motion carried unanimously. (see attached)

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

Commissioner Murphree made a motion to accept the first reading of the Westgate Subdivision. Commissioner Belt seconded the motion. Motion carried unanimously.

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

Commissioner Belt made a motion to approve the road crossing in Precinct 2 from Pearl Oil and Gas to cross CR 208 as presented. Commissioner Houston seconded the motion. Commissioner Murphree made a motion to approve the road crossing in Precinct 3 from Fortuna Resources LLC to cross CR 347 as presented. Commissioner Rosson seconded the motion. Motions 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

- a. Judge Keyes stated there had not been consistency with maintaining the fire extinguishers and that he had a local citizen that would come in and do an annual review and maintenance of all fire extinguishers. Commissioner Houston stated that this individual would need to do this county wide for all county facilities.
- b. Terry Millican, Extension Agent, discussed various programs within the Extension Office and scholarships awarded. Terry stated he would not be here to discuss the item on the next Agenda and stated he was asking for authorization to use the County Pickup to travel for training.
- c. Commissioner Belt stated that the milk trailer was in and he was in the process of getting it ready for TECQ approval.
- d. Judge Keyes stated he had received 3 bids to remove the asbestos at the old Post Office in Seagraves, Texas. Judge Keyes stated he received these too late to be put on this Agenda but will be included in the next scheduled Agenda.

15. Budget workshop – the following items provide a framework for discussions, but should not be considered to limit discussions on other budget issues that may arise

- a. Consider adopting the official Holiday schedule for FY 2020

Judge Keyes stated that the Holiday schedule would need to be for fiscal year dates and not calendar year. Commissioner Belt made a motion to approve the fiscal year Holiday schedule as presented. Commissioner Murphree seconded the motion. Motion carried unanimously. (see attached)

- b. Rick Dollahan, Auditor, reviewed and discussed Budget preparations from FY 2020 General Fund and FC/FL Fund compared to FY 2019 General Fund and FC/FL Fund. Rick stated on July 31, 2019 a notification will go in the newspaper and in the County Clerks office stating the dates for Public Hearings and County Equalization on the propose budget. The Public Hearings will be set for August 16th and 21st, 2019.

16. Adjourn;

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

Meeting Adjourned at 11:13 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 July 24, 2019.



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