

STATE OF TEXAS

COUNTY OF GAINES

THE HONORABLE COMMISSIONERS' COURT OF GAINES COUNTY MET IN A REGULAR MEETING ON JULY 6, 2022 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 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 pledges of allegiance.

2. Public Comment – should be related to a listed agenda item, if not on the agenda the Court will be unable to respond to the issue in any way other than scheduling for the agenda of a future meeting

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

f) Commissioner Belt made a motion to approve declaring a refrigerator from the Sr. Citizens in Seagraves as salvage. Commissioner Rosson seconded the motion. Motion carried unanimously. (see attached)

f) Commissioner Houston made a motion to approve the renewal for Formtastic (software) maintenance with Fresh Solutions in the amount of \$4,662.14. Commissioner Belt seconded the motion. Motion carried unanimously. (see attached)

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

4. Consider adjusting the reimbursement rate up 4 cents for travel in a personal vehicle, up to 62.5 cents per mile, to stay in-line with the IRS approved reimbursement rate; take action as appropriate

Commissioner Rosson made a motion to approve the adjustment in the reimbursement rate for travel with an increase of .4cents per mile to stay in-line with the IRS approved rate of 62.5 per mile. Commissioner Houston seconded the motion. Motion carried unanimously. (see attached)

5. Consider approving Delia Grisham to purchase gift cards for Character Camp; take action as appropriate

Commissioner Belt made a motion to approve Delia Grisham, Juvenile Probation, to purchase 6 gift cards for the Character Camp. Commissioner Houston seconded the motion. Motion carried unanimously. (see attached)

6. Consider approving bid for additional fencing for Lytle Field; take action as appropriate

Commissioner Belt stated he had received 2 bids for the fencing at Lytle Field in Precinct 2 as follows:

J.D. Fencing in the amount of \$7,500 and Premier Fence in the amount of \$13,126.20.
Commissioner Belt made a motion to approve the bid from J.D. Fencing in the amount of \$7,500.00 for the fencing at Lytle Field. Commissioner Murphree seconded the motion. Motion carried unanimously. (see attached)

7. Consider authorizing Prect 1 to purchase a grapple bucket for their skid steer; take action as appropriate

Commissioner Rosson made a motion to authorize Precinct 1 to purchase a grapple bucket for their skid steer from Warren CAT in the amount of \$3,750.00. Commissioner Houston seconded the motion. Motion carried unanimously. (see attached)

8. EXECUTIVE SESSION: In accordance with Texas Government Code 551.071 and/or 551.129 (consultation with attorney) meet with Mr. Bustos to discuss proposed changes to the Gaines County Subdivision and Manufactured Home Rental Community Regulation

Commissioners went into executive session at 10:05a.m.

9. OPEN SESSION: Consider potential changes to the Gaines County Subdivision and Manufactured Home Rental Community Regulation, dated February 19, 2020, consider the process(es) which may be required to effect the changes if desired; take action as appropriate

Open session began at 11:08a.m. with no changes being made at this point.

10. Take action as appropriate on the following subdivision issues;

- a. Consider approving subdivision application(s),
- b. Take note of known exceptions,
- c. Consider any requests for variances

Judge Keyes stated a concern from the public as to not finding a Hydrologist engineer. Judge Keyes stated he had talked with Coldon Rich regarding engineering qualifications and he stated he had several contacts. Commissioners Court dated June 8, 2022 approved going out for bids from Commissioner Belt and seconded by Commissioner Rosson once Judge Keyes had the proper wording. All bids will be turned in August 16, 2022 and opened August 17, 2022.

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

None

12. 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

Michael Lord, Treasurer, stated Delia Grissom, Juvenile Probation, was requesting a debit card for her state funds. He stated he could not issue state funds since she was the custodian for the funds. He stated he would get more information and present to commissioner court at the next meeting.

Esmeralda Felan, Auditor, stated we should go out for bids on fuel in August as to be prepared for the beginning of the next fiscal year in October.

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

a. Departmental budget requests

Esmeralda Felan, Auditor, stated all budget requests had been approved except the \$5,000 requested by JP Precinct #1 and the commissioners had required explanation. Bonnie Ericson, Interim JP Precinct #1 stated this request was to replace the furniture in the office as it has been in this office for numerous years. All Commissioners approved this budget request unanimously.

Michael Lord, Treasurer, stated he had received quotes from 10 counties regarding the salaries of Sheriff department jailers, dispatchers and deputies. He stated the pay rates had ranged from approximately \$21-\$30 an hour. All commissioners voted unanimously to approve an 8% raise for the Sheriff department jailers, dispatchers and deputies.

b. Annual policies and/or procedures

Esmeralda Felan, Auditor, stated she had not yet received the tax rate from the City and South Plains rate would stay the same.

All Commissioners approved unanimously a 6% raise for all part time employees and stipend employees.

All Commissioners approved the 2023 Holiday Schedule unanimously as presented by Esmeralda Felan, Auditor.

Michael Lord, Treasurer, discussed different options regarding comp time as follows:

- Allowing comp time to continue to be accrued
- Paying out comp time accrued each quarter or yearly

He stated this is a big expense when an employee retires or quits and are getting this amount paid on their last check after it had accrued over a long length of time. This item will be put on the next agenda for a vote.

Michael Lord, Treasurer, also stated employees at the Golf Course have no overtime line and are only getting comp time. All commissioners approved unanimously to authorize Esmeralda Felan, Auditor to add a \$10,000 line item to the Golf Course for overtime pay.

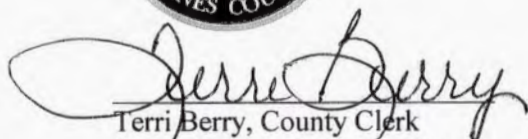
14. Adjourn;

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

The meeting adjourned at 11:09a.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 6, 2022.





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



STATE OF TEXAS

COUNTY OF GAINES

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CRAIG BELT	COMMISSIONER PRECINCT #2
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<u>TERRI BERRY</u>	<u>COUNTY CLERK</u>
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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

3g) Commissioner Murphree made a motion to approve the annual renewal with TRANE for the courthouse and jail in the amount of \$27,648.00. Commissioner Belt seconded the motion motion carried unanimously. (see attached)

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

4. Meet with Shelby Concotelli and Shawntay Pettyjohn to receive an after action report from the 4th of July Freedom Fest at the County Park; take action as appropriate

Shelby Concotelli & Shawntay Pettyjohn stated the 4th of July Freedom Fest at the Gaines County Park was a great success. They stated there were approximately 10,000 in attendance and the feed back from the community was amazing and the best fireworks show in years. They thanked the commissioners and all involved in making this a success.

5. Meet with individuals who have been subpoenaed to discuss their failure to sign the lease on their hanger, discuss airport lease violations; take action as appropriate in each case

Monty Key and Charlie Wiebe were present stating concerns regarding the wording of the lease as such:

- Maintenance within hangers being permitted and they were within proper FAA guidelines
- Proof of insurance or certification
- Proper notams filed regarding use of runways or closing of runways
- Fuel storage and maintenance (Jevon Chevront not present)

Commissioner Murphree stated he relayed information regarding runways to Jonathan Siemens at the airport. He also stated if an individual does not sign the lease agreement they are not considered a lease holder and an eviction notice can be prepared by the County Attorney.

Judge Keyes stated Joe Nagy, County Attorney, could work on modifying the lease agreement and have Monty Key and Charlie Wiebe sign with a few days. However Joe Nagy, County Attorney, stated before preparing the modification this item needed to be place on the agenda for further discussion from other individuals regarding concerns.

Whitney Middleton, Treasurer Assistant, stated she had checks held on individuals paying rent but have not signed the lease agreement. Joe Nagy, County Attorney, stated checks held by Monty Key and Charlie Wiebe could be deposited as they are now willing to sign the modified lease agreement.

6. Consider adopting a resolution and order applying for a RAVM Grant from the Texas Secretary of State for reimbursement for the purchase of an auditable voting machine system from Hart Intercivic, Inc., take action as appropriate

Judge Keyes read aloud a Resolution and order applying for a RAVM Grant from the Texas Secretary for reimbursement of an auditable voting machine system from Hart Intercivic, Inc. He stated the county has paid \$131, 923.00 to Hart and this amount will change as there is one other machine that needs revamped per Patricia Robertson, EA. Commissioner Belt made a motion to approve the Resolution and order applying for a RAVM Grant as read aloud by Judge Keyes. Commissioner Rosson seconded the motion. Motion carried unanimously. (see attached)

7. Consider renewing the agreement between the Gaines County and West Texas Centers to provide mental health and intellectual and developmental disability services for the upcoming fiscal year

Commissioner Belt made a motion to approve the renewal agreement with West Texas Centers as presented. Commissioner Houston seconded the motion. Motion carried unanimously. (see attached)

8. Consider developing a plan to put up security cameras at all Gaines County facilities where vehicles are parked and/or fuel is stored; take action as appropriate

Commissioner Rosson stated the Van at the Senior Citizens in Seagraves had a hole drilled in the tank and gas was stolen therefore cameras were needed for security at places where county vehicles were kept. This item was tabled until Scott Shortes, IT Director does further research and presents pricing at the next agenda.

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

None

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

Commissioner Houston a motion to approve the road crossings on CR 402 (2 crossings), 409, 409-I, 411,404, 421 from Zion Broadband and CR 426 from Tex Land Great Plains Water. 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 had received 2 letters from DRG, Wayne Gondeck, regarding the construction of a new Agri Life Building in the amount of \$2,597,980.00 and revisions or additions to the 4H pens in the amount of \$50,000-\$100,000. Also, construction of a new EOC building in the amount of \$5,125,000.00 or renovations of the old EMS building in the amount of \$551,200.00. Judge Keyes stated he would put this item on the next agenda and have DRG present and invite the City. He also stated he would contact the Grant Foundation to assist in the payment of the above items.

Commissioner Murphree stated he was in the process of researching issuing key cards to lease holders of hangers at the airport. Charlie Wiebe and Monty key stated this would eliminate everyone knowing passcodes to get into the airport and suggested using key cards.

12. 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 a raise for Maria Elias as the lead custodian

All commissioners unanimously agreed to give Maria Elias, lead custodian, a 2nd assistant pay raise of \$45,000 a year.

Esmeralda Felan, Auditor, reviewed the FY 2023 required increases in budget:

- Health insurance
- Retirement
- Gaines County Appraisal District
- City of Seminole
- Fire department increase

She presented part time employee wage increases to \$15 an hour except Seagraves Sr. Citizens and Golf Course.

Compensatory Time pay was discussed with no changes.

13. Adjourn;

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

The meeting adjourned at 10:50a.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 20, 2022.



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

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

