

STATE OF TEXAS

COUNTY OF GAINES

THE HONORABLE COMMISSIONERS' COURT OF GAINES COUNTY MET IN A REGULAR MEETING ON MARCH 9, 2015 AT 10:00 A.M. THE COUNTY JUDGE TOM N. KEYES PRESIDING AND THE FOLLOWING MEMBERS OF THE COURT IN ATTENDANCE.

DANNY YOCOM  
CRAIG BELT  
BLAIR THARP  
BIZ HOUSTON

COMMISSIONER PRECINCT #1  
COMMISSIONER PRECINCT #2  
COMMISSIONER PRECINCT #3  
COMMISSIONER PRECINCT #4

VICKI PHILLIPS

COUNTY CLERK

Court observed a moment of silence followed by the opening invocation given by Judge Keyes. Judge Keyes led the pledge to flags. The meeting was called to order at 10:00 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
  - g. Surplus equipment (non-capitol)Commissioner Yocom made a motion to accept and approve the routine administrative items as presented. The motion was seconded by Commissioner Houston. The motion carried unanimously. (see attached)
2. Consider approving request to adjust tournament schedule for the golf course; take action as appropriate

Kyle Monk presented the current golf course tournament schedule, highlighting the changes. Commissioner Tharp made a motion to approve the tournament schedule as presented. The motion was seconded by Commissioner Belt. The motion carried unanimously. (see attached)
3. Consider amending the budget to provide a regular part time maintenance person at the golf course; take action as appropriate

Judge Keyes stated Scott Nichols requested a year round part time maintenance person and one summer helper. Rick Dollahan, County Auditor, stated this would require a budget amendment to the temporary help line. Commissioner Tharp made a motion to approve a part time maintenance person at the part time standard of \$11.00 per hour not to exceed 28 hours. The motion was seconded by Commissioner Belt. The motion carried unanimously.
4. Meet with the Seminole EDC to hear a proposal regarding a cooperative building of a road; take action as appropriate

Tommy Phillips presented a proposal for the Seminole EDC regarding cooperative building of a road, requesting the County build the road, with EDC paying for materials and purchasing the right of way. Commissioner Belt made a motion to tentatively approve to partner with the City of Seminole on the road, pending State agency approval. The motion was seconded by Commissioner Houston. The motion carried unanimously. (see attached)
5. Meet with Bob Doyle with Trane concerning a correction in pricing on the air conditioner project; take action as appropriate

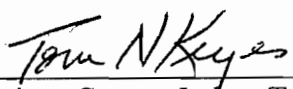
Bob Doyle presented corrected pricing, stating an oversight in the original quoted pricing. Following a discussion, Commissioner Belt made a motion to approve alternate #1, #2,

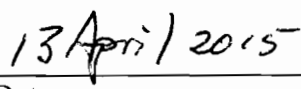
#4 and #6 at a total cost of \$246,623.00 plus a \$42,969.00 annual service to be paid over the next 10 years. The motion was seconded by Commissioner Tharp. The motion carried unanimously. (see attached)

6. Meet with JP Precinct 1 concerning office chairs; take action as appropriate  
Tammy Clark, JP Precinct 1, requested to replace three office chairs. Commissioner Belt made a motion to approve the request and authorizing a budget transfer of up to \$2400.00. The motion was seconded by Commissioner Tharp. The motion carried unanimously.
7. Consider issuing an RFP for local Depository agreement; take action as appropriate  
Michael Lord, County Treasurer, stated the local depository contract expires May 13, 2015. Commissioner Yocom made a motion authorizing RFP be issued for local depository. The motion was seconded by Commissioner Tharp. The motion carried unanimously.
8. Consider developing a process to identify, schedule and prioritize capital projects across the County; take action as appropriate  
Judge Keyes presented a list of possible capital projects, asking the Court to review. Judge Keyes stated this will be added to future agendas for more discussion and budget planning. (see attached)
9. Consider approving declaring salvage for the County; take action as appropriate  
Nick Castillo presented a Craftsman table saw, RCI #353176 Gaines County #1675 from maintenance to be declared as salvage. Commissioner Houston made a motion to approve declaring the table saw as salvage equipment. The motion was seconded by Commissioner Belt. The motion carried unanimously. (see attached)
10. Consider current subdivision application(s); take action as appropriate  
None
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
  - a. Judge Keyes stated the County Management & Risk Conference is scheduled for April 8-10 for those interested in attending.
  - b. Commissioner Houston voiced concerns over the mistakes on the Trane quote.
  - c. Susan Shaw stated the new computer station will be here on the 23<sup>rd</sup>, hopefully the new desk will be completed also, and this is going to help them out a lot.
  - d. Rick Dollahan stated the Tax Office has been very helpful with implementing the new one step program.
  - e. Commissioner Tharp suggested discussing getting someone within the County certified to do inspections.
  - f. Commissioner Yocom stated they need lights at the Seagraves baseball field.
  - g. Commissioner Houston stated they are starting wiring, panels and painting at the Rodeo arena.
13. Adjourn  
Commissioner Belt made a motion to adjourn. The motion was seconded by Commissioner Tharp. The motion carried unanimously.

The meeting adjourned at 11:25 a.m.

Minutes signed and approved:

  
By: Gaines County Judge: Tom N. Keyes

  
Date

STATE OF TEXAS

COUNTY OF GAINES

THE HONORABLE COMMISSIONERS' COURT OF GAINES COUNTY MET IN A REGULAR MEETING ON MARCH 23, 2015 AT 10:00 A.M. THE COUNTY JUDGE TOM N. KEYES PRESIDING AND THE FOLLOWING MEMBERS OF THE COURT IN ATTENDANCE.

DANNY YOCOM  
CRAIG BELT  
BLAIR THARP  
BIZ HOUSTON

COMMISSIONER PRECINCT #1  
COMMISSIONER PRECINCT #2  
COMMISSIONER PRECINCT #3  
COMMISSIONER PRECINCT #4

VICKI PHILLIPS

COUNTY CLERK

Court observed a moment of silence followed by the opening invocation given by Joe Nagy, County Attorney. Judge Keyes led the pledge to flags. The meeting was called to order at 10:00 am.

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

Commissioner Belt made a motion to accept and approve the routine administrative items as presented. The motion was seconded by Commissioner Tharp. The motion carried unanimously. (see attached)

2. Consider approving the Library's Long Range Plans for the Texas State Library System; take action as appropriate

Jane Bering, County Librarian, presented and reviewed the Library's Long Range Plans for the Texas State Library System. Commissioner Yocom made a motion to approve the Long Range Plans as presented. The motion was seconded by Commissioner Belt. The motion carried unanimously. (see attached)

3. Consider approving the Library's Annual Report to the Texas State Library; take action as appropriate

Jane Bering, County Librarian, presented and reviewed the Library's Annual Report to the Texas State Library. Commissioner Houston made a motion to approve the Annual Report as presented. The motion was seconded by Commissioner Tharp. The motion carried unanimously. (see attached)

4. Consider approving gifts, surplus/salvage for the Library; take action as appropriate

Jane Bering, County Librarian, presented a list of surplus/salvage electronics and donations/gifts declared as of March 23, 2015. Commissioner Belt made a motion to approve the list as presented. The motion was seconded by Commissioner Yocom. The motion carried unanimously. (see attached)

5. Consider accepting a donation from Tractor Supply; take action as appropriate

Commissioner Tharp stated that Tractor Supply had donated some trailer hitch receiver locking pins to the County. Commissioner Tharp made a motion to accept the donation. The motion was seconded by Commissioner Houston. The motion carried unanimously.

6. Meet with Dustin Jackson from TxDot concerning surplus materials; take action as appropriate

Dustin Jackson, with TxDot, stated the County's assessment of surplus materials is \$24,448.00. Commissioners' agreed for 700 tons of Grade 4 aggregate to go to Precinct

1. Commissioner Yocom made a motion to accept the aggregate. The motion was seconded by Commissioner Belt. The motion carried unanimously.
7. Discuss approving and participating in the ACA reporting and tracking service; take action as appropriate  
Rick Dollahan, County Auditor, stated TAC will be sending out a form for participating in the ACA reporting and tracking service. Commissioner Belt made a motion to approve the ACA reporting and authorizing Judge Keyes to sign the forms. The motion was seconded by Commissioner Tharp. The motion carried unanimously.
8. Consider approving the District Attorney's request to apply for the VOCA grant; take action as appropriate  
Rick Dollahan, County Auditor, presented a resolution approving submission of a grant application for the 106<sup>th</sup> Judicial District Attorney's Office Victims' Assistance Program to the Office of the Governor, Criminal Justice Division. Commissioner Belt made a motion to approve the resolution as presented. The motion was seconded by Commissioner Tharp. The motion carried unanimously. (see attached)
9. Consider approving issuing a credit card to a County employee for Precinct 1; take action as appropriate  
Commissioner Yocom requested a County credit card be issued to Precinct 1 foreman Brian Rosson to be used for Precinct 1 County purchases. Commissioner Yocom made a motion to approve the issuance of a County credit card. The motion was seconded by Commissioner Houston. The motion carried unanimously. (see attached)
10. Consider renewing Hart InterCivic contract; take action as appropriate  
Rick Dollahan, County Auditor, requested renewal of the Elections contract with Hart InterCivic. Commissioner Tharp made a motion to renew the Elections contract. The motion was seconded by Commissioner Belt. The motion carried unanimously.
11. Consider closing a road; take action as appropriate  
Commissioner Houston, Precinct 4, presented the required paperwork and requested closing County Road 400F. Commissioner Houston made a motion to approve the Order Closing County Road 400F as presented. The motion was seconded by Commissioner Belt. The motion carried unanimously. (see attached)
12. Open bids for an inmate phone system for the new jail; take action as appropriate  
Sheriff Pipkin opened the RFP's for the inmate phone system. The 3 RFP's were received from West Texas Inmate Systems, CTC Company Inc. and Global TelLink. Commissioner Tharp made a motion to authorize Sheriff Pipkin and Wayne Gondeck to evaluate and bring a recommendation to the Court on April 13, 2015. The motion was seconded by Commissioner Belt. The motion carried unanimously.
13. Open bids for emulsion and asphalt products for CETRZ project; take action as appropriate  
Two bids were received for the CETRZ project, from Holly Frontier and Heartland. Commissioner Yocom made a motion to accept the bid from Holly Frontier for Precinct 1 and Precinct 2 CETRZ project. The motion was seconded by Commissioner Belt. The motion carried unanimously. (see attached)
14. Open bids for emulsion and asphalt products for the County; take action as appropriate  
Two bids were received for County emulsion and asphalt products from Western Emulsions and Holly Frontier. Commissioner Belt made a motion to accept both bids based on proximity. The motion was seconded by Commissioner Tharp. The motion carried unanimously. (see attached)
15. Consider approving subdivision application(s); take action as appropriate  
Commissioner Tharp, Precinct 3, presented a preliminary first reading for South Ridge at LaTierra. Commissioner Tharp stated there are two plats as one is residential and one is commercial. Commissioner Tharp made a motion to approve the preliminary first reading on the subdivision plats. The motion was seconded by Commissioner Houston. The motion carried unanimously.

16. Consider approving road crossing request(s); take action as appropriate  
None

17. 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 presented literature from TAC on pending legislative issues for review.
- b. Court discussed a legislative bill addressing protection in work zones for County road workers.
- c. Commissioner Houston stated he had some CETRZ money left over, stating he can complete another 1.9 miles and would like to finish up County Road 422 and do County Road 405. This will require a change order and Court approval, to be presented at a later Court meeting.
- d. A Notice To Proceed was presented by Gary Smith, Grantworks, with an acceptance from Black Jack Energy to commence work on the TIF project. (see attached)

18. Adjourn

Commissioner Belt made a motion to adjourn. The motion was seconded by Commissioner Tharp. The motion carried unanimously.

The meeting adjourned at 11:09 a.m.

Minutes signed and approved:

*Tom N. Keyes*

By: Gaines County Judge: Tom N. Keyes

*13 April 2015*

Date