

STATE OF TEXAS

COUNTY OF GAINES

THE HONORABLE COMMISSIONERS' COURT OF GAINES COUNTY MET IN A REGULAR MEETING ON OCTOBER 13, 2015 AT 10:00 A.M. THE COUNTY JUDGE TOM N. KEYES PRESIDING AND THE FOLLOWING MEMBERS OF THE COURT IN ATTENDANCE.

DANNY YOCOM	COMMISSIONER PRECINCT #1
CRAIG BELT	COMMISSIONER PRECINCT #2
BLAIR THARP	COMMISSIONER PRECINCT #3
<u>BIZ HOUSTON</u>	COMMISSIONER PRECINCT #4

VICKI PHILLIPS COUNTY CLERK

Court observed a moment of silence followed by the opening invocation given by Judge Keyes, who then 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

Commissioner Belt made a motion to accept and approve the routine administrative items including the Museum's Director's report for the months of June, July, August and September and Accessions, as presented. The motion was seconded by Commissioner Tharp. The motion carried unanimously. (see attached)

2. Consider awarding bids for caliche and gravel materials; take action as appropriate

4 bids were received from (1) R.E. Janes Gravel Co. for Grade 4 gravel \$15.00/ton and Grade 4 modified \$11.55/ton (2) Constructors Inc. for Grade 3 or 4 gravel \$14.95/ton (3) Peter Letkeman for crushed caliche at \$3.25 cubic yd (4) Capitol Aggregates for Grade 4 gravel \$24.65/ton and Grade 3 gravel \$21.25/ton. Commissioner Belt made a motion to accept bids from R.E. Janes Gravel Co. and Constructors Inc. The motion was seconded by Commissioner Yocom. The motion carried unanimously. (see attached)

3. Consider approving an upgrade on the inmate commissary system; take action as appropriate

Ronny Pipkin, Sheriff, requested an upgrade to the inmate commissary system, to issue debit cards in lieu of issuing checks to released inmates. The upgrade will include a Kiosk for deposits into an inmates account. Commissioner Tharp made a motion to approve the upgrade to the inmate commissary system contract, at no additional cost to the County. The motion was seconded by Commissioner Houston. The motion carried unanimously. (see attached)

4. Consider approving surplus equipment for the jail; take action as appropriate

Ronny Pipkin, Sheriff, presented surplus vehicles for approval: S-74 a 2007 black GMC pickup Vin#2GTEK13Z171101059; S-84 a 2009 grey Chevy Tahoe Vin#1GNKF13019R173712; S-90 a 2011 silver Dodge Charger Vin#2B3CL1CT8BH540048. Commissioner Yocom made a motion to approve the vehicles as surplus, to be sold on GovDeals. The motion was seconded by Commissioner Belt. The motion carried unanimously. (see attached)

5. Consider approving decommissioning the old jail; take action as appropriate

Ronny Pipkin, Sheriff, requested approval to decommission the old jail, stating the Jail Commission requires Commissioners' Court approval, a copy of the Court minutes and a letter from the Sheriff and County Judge. Commissioner Belt made a motion to approve

decommissioning the old jail. The motion was seconded by Commissioner Tharp. The motion carried unanimously.

6. Discuss plans for the old jail; take action as appropriate

Judge Keyes reviewed suggested plans from Sedalco at an estimated \$1.4 to \$1.5 million. Following discussions, this item was tabled for further study.

7. Consider approving a donation for the Sheriff's Office and approving auditor to set up a new fund and budget for the donation; take action as appropriate

Ronny Pipkin, Sheriff, requested the Court accept and approve a donation for the Sheriff's Office from XTO Energy in the amount of \$8,000.00. Commissioner Tharp made a motion to accept the donation and authorizing the Auditor to set up a new fund and budget for the donation. The motion was seconded by Commissioner Houston. The motion carried unanimously.

8. Discuss a recommended change to the employee handbook; take action as appropriate

Michael Lord, Treasurer, presented recommended changes to the employee handbook. This change will remove Jailers and Dispatchers from a 12 hour shift, 14 day, 86 hour rule and place them on a regular 40 hour week. Commissioner Yocom made a motion to approve the handbook changes. The motion was seconded by Commissioner Belt. The motion carried unanimously. (see attached)

9. Consider approving giving the Friends of the Gaines County Library all of the donated material and the withdrawn material from the Library for the annual Fall Book Sale October 22-24; take action as appropriate

Jane Bering, Librarian, requested a donation of all donated material and withdrawn material to the Friends of the Library. Commissioner Tharp made a motion to approve the donation to the Friends of the Gaines County Library. The motion was seconded by Commissioner Belt. The motion carried unanimously.

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

Jane Bering, Librarian, presented a list of surplus/salvage and gift items for approval. Commissioner Tharp made a motion to approve the list as presented. The motion was seconded by Commissioner Belt. The motion carried unanimously. (see attached)

11. Consider approving a resolution for the 2016 Indigent Defense Grant Program; take action as appropriate

Commissioner Houston made a motion to approve the 2016 Indigent Defense Grant Program resolution as presented. The motion was seconded by Commissioner Yocom. The motion carried unanimously. (see attached)

12. Consider approving the County application for the FY 16 Formula Grant request for applications; take action as appropriate

Duplicate agenda item of #11

13. Consider approving a contract for the Texas Community Development Block Grant Program through the Texas Department of Agriculture for the Loop Water Supply; take action as appropriate

Commissioner Belt made a motion to authorize Judge Keyes to sign the contract for the Loop Water Supply grant. The motion was seconded by Commissioner Yocom. The motion carried unanimously. (see attached)

14. Consider accepting or renewing contracts for residential juvenile services with multiple counties; take action as appropriate

a. Commissioner Belt made a motion to renew the contract with Concho Valley Home For Girls Inc. at \$103.03 per day for moderate level of care. The motion was seconded by Commissioner Tharp. The motion carried unanimously. (see attached)

b. Commissioner Belt made a motion to approve entering into a new contract with Hays County Juvenile Center for detention services at a cost of \$100.00 per day for each space utilized; \$110.00 per day for Boot Camp General Offender program; \$140.00 per day for intensive treatment programs. The motion was seconded by Commissioner Tharp. The motion carried unanimously. (see attached)

15. Consider approving contract for uniform services; take action as appropriate
Commissioner Belt reviewed and recommends renewal of uniform services with UniFirst. Commissioner Belt made a motion to approve the contract renewal for 36 months with a year by year review with an opt out option, also noting any employees that want to, may turn in uniforms and no longer be charged for the uniforms. The motion was seconded by Commissioner Houston. The motion carried unanimously. (see attached)

16. Discuss and consider the renovation of the Party House; take action as needed
Judge Keyes presented an analysis of the Party House issues with an estimate of repairs at \$195,950.00. This item was tabled for further study and discussion.

Recessed at 11:00 a.m.

Reconvened at 11:10 a.m.

17. Consider approving a confirmation letter for Davis, Ray & Co. to perform annual audit for the Seagraves Senior Citizen Center; take action as appropriate
Judge Keyes presented a confirmation letter for Davis, Ray & Co. to perform the annual audit for the Seagraves Senior Citizens Center. Commissioner Belt made a motion to approve Davis, Ray & Co. to perform the audit. The motion was seconded by Commissioner Tharp. The motion carried unanimously. (see attached)

18. Consider approving a confirmation letter for Davis, Ray & Co. to perform the annual audit for Gaines County; take action as appropriate
Judge Keyes presented a confirmation letter for Davis, Ray & Co. to perform the annual audit for Gaines County. Commissioner Houston made a motion to approve Davis, Ray & Co. to perform the audit. The motion was seconded by Commissioner Yocom. The motion carried unanimously. (see attached)

19. Consider approving a contract for West Texas Centers to provide psychiatric services in the Gaines County Jail; take action as appropriate
Judge Keyes presented a contract for psychiatric services inside the Gaines County Jail. Commissioner Belt made a motion to approve the contract as presented. The motion was seconded by Commissioner Yocom. The motion carried unanimously. (see attached)

20. Consider approving resolution naming candidates for Appraisal District Board; take action as appropriate
Commissioner Yocom made a motion to accept the Seminole Independent School District recommendation of Trey Duncan, Todd Moore & Adolfo Cortez to serve as the Appraisal District Board. The motion was seconded by Commissioner Tharp. The motion carried unanimously. (see attached)

21. Consider a resolution for the Texas Department of Agriculture certifying that Gaines County has made an annual grant to the Seagraves Senior Citizens Center for the purpose of providing home-delivered meals for elderly and/or disabled citizens; take action as appropriate
Commissioner Houston made a motion to approve the resolution certifying a grant made to the Seagraves Senior Citizens Center in the amount of \$63,666.63. The motion was seconded by Commissioner Tharp. The motion carried unanimously. (see attached)

22. Consider going out for bids for asphalt; take action as appropriate
Commissioner Tharp made a motion to approve going out for bids for asphalt and related products for all Precincts, with sealed bids to be opened on November 9, 2015. The motion was seconded by Commissioner Belt. The motion carried unanimously. (see attached)

23. Consider going out for bids for aggregate; take action as appropriate
Commissioner Belt made a motion to approve going out for bids for aggregate Grade 3 and Grade 4, with sealed bids to be opened on November 9, 2015. The motion was seconded by Commissioner Yocom. The motion carried unanimously. (see attached)

24. Consider approving discretionary exemption for a repair action at the main runway at the airport; take action as appropriate
Commissioner Tharp made a motion to approve a discretionary exemption due to a one of a kind vendor, non-competitive to repair a public facility to avoid a public calamity. The motion was seconded by Commissioner Belt. The motion carried unanimously.

25. Consider accepting the bid for the renovation of the lighting and other runway improvements at the Gaines County Airport; take action as appropriate
Commissioner Belt made a motion to approve the bid for lighting renovation, increasing the original estimate of \$9,000.00 to \$14,810.15. The motion was seconded by Commissioner Tharp. The motion carried unanimously. (see attached)

26. Consider a resolution concerning Commissioners Court Budgetary Responsibility, recently endorsed by the County Judges and Commissioners Association; take action as appropriate
Commissioner Houston made a motion to approve the resolution recognizing proper budgetary responsibility of the Commissioners Court. The motion was seconded by Commissioner Yocom. The motion carried unanimously. (see attached)

27. Consider current subdivision application(s); take action as appropriate
a. Commissioner Yocom made a motion to approve the final reading, in Precinct 1, of Lots 1 through 11 Five Points subdivision of 36.01 acres out of the West part of Section 146 Block G WTRR. The owners are Martin & Sarah Klassen. The motion was seconded by Commissioner Belt. The motion carried unanimously. (see attached)
b. Commissioner Belt made a motion to approve the preliminary first reading of DC Estates subdivision in Precinct 2. The owners are Gerhard & Katharina Neustaeter. The motion was seconded by Commissioner Tharp. The motion carried unanimously.

28. Consider current road crossing request(s); take action as appropriate
Commissioner Belt made a motion to approve a road crossing request in Precinct 2, from Holly Energy Partners to cross County Road 230 to repair existing pipeline. The motion was seconded by Commissioner Houston. The motion carried unanimously. (see attached)

29. 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 reminded Court of the AgriLife conference in Lubbock on October 28, 2015.
b. Judge Keyes stated the CEO of Breedlove Foods is coming to meet some county peanut producers.

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

The meeting adjourned at 12:00 p.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 OCTOBER 26, 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 Commissioner Yocom. 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. Payroll
- b. Budget amendments and fund transfers
- c. Accounts payable
- d. Auditor's report
- e. Officer's report

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

2. Consider allowing the Library to seek a grant from Texas Commission of the Arts to bring storyteller, Elizabeth Ellis, for eight performances in two days in February; take action as appropriate

Toni Polyack with the branch Library in Seagraves, requested Court approval to seek a grant from the Texas Commission of the Arts for storyteller, Elizabeth Ellis, for eight performances at Seminole, Loop and Seagraves schools and the Memorial Health Care Center. Commissioner Yocom made a motion authorizing the Library to seek a grant for the storyteller. The motion was seconded by Commissioner Belt. The motion carried unanimously. (see attached)

3. Consider allowing the Library to use money from the unclaimed capital credits fund to purchase one A.W.E. Early Literacy Station/Bilingual Spanish for the main Library Branch and one A.W.E. Early Literacy Station/English only Edition Tablet for the Seagraves Branch

Toni Polyack requested the use of funds from unclaimed capital credits to purchase one A.W.E. Early Literacy Station/Bilingual Spanish for the main Library Branch and one A.W.E. Early Literacy Station/English only Edition tablet for the Seagraves Branch, in the amount of \$5,805.00. Commissioner Belt made a motion to approve authorizing the purchase and authorizing a transfer and amendment if required. The motion was seconded by Commissioner Tharp. The motion carried unanimously. (see attached)

4. Consider approving the gifts donated to the Library for the Summer Reading Program and Winter Adult Reading Program

Toni Polyack presented a list of gifts donated from Pat Wingo for the FY 2015 Summer Reading Program and the 2016 Winter Adult Reading Program. Commissioner Tharp made a motion to approve the donated Library Gifts as presented. The motion was seconded by Commissioner Houston. The motion carried unanimously. (see attached)

5. Consider authorizing GrantWorks, Inc. to advertise for aggregate hauling bids for the TxDot TIF program; take action as appropriate

Commissioner Yocom made a motion authorizing GrantWorks, Inc. to advertise for aggregate hauling bids for the TxDot TIF program, with sealed bids to be opened and read November 19, 2015 and awarded on November 23, 2015. The motion was seconded by Commissioner Belt. The motion carried unanimously.

6. Consider approving auditor's office issuing a credit card for new employee in the AgriLife Extension office; take action as appropriate

Rick Dollahan, Auditor, presented a request for the issuance of a County credit card to Erin Snodgrass, the new FCS Agent. Commissioner Tharp made a motion to approve the issuance of a County credit card to Erin Snodgrass for AgriLife Extension Service official business. The motion was seconded by Commissioner Houston. The motion carried unanimously. (see attached)

7. Consider approving lease for a storage device for body cams; take action as appropriate

Scott Shortes, IT Director, requested to present items 7 & 8 together. Shortes stated the lease with IBM is up for renewal, and recommends upgrading the back up servers to Cisco along with adding a body cam storage device to the lease with Cisco, at an additional \$1000 per quarter over the original lease. Shortes stated to move all data from the current storage device to the upgraded device, additional assistance will be needed from Cisco at an approximate cost of \$26,000.00. Commissioner Belt made a motion authorizing a 4 year network equipment lease with Cisco, adding a storage device for body cam, and contract to transfer data from IBM to Cisco, and authorizing any budget transfers or amendments that may be required. The motion was seconded by Commissioner Yocom. The motion carried unanimously. (see attached)

8. Consider approving network equipment lease with Cisco; take action as appropriate

This item was presented with item #7.

9. Consider approving forfeiture fund report from District Attorney; take action as appropriate

The District Attorney Michael Munk was not present. Rick Dollahan, Auditor, stated he had audited the District Attorney for forfeiture fund and his report is fine. Commissioner Tharp made a motion to approve the report, in Mr. Munk's absence, as reviewed by Auditor Dollahan. The motion was seconded by Commissioner Belt. The motion carried unanimously.

10. Discuss the plans for the Gaines County Community Center at the Gaines County Park; take action as appropriate

Justin Gilmore with Level 5 Design Group, presented proposed plans for the Gaines County Community Center at the Gaines County Park. Mr. Gilmore presented plans for a 7000 sq ft. facility that could be divided into two separate rental facilities, with a 22 ft. covered patio at an estimated cost of \$877,416.84. Judge Keyes stated this proposal has been sent to the benefactor for review. Commissioner Belt made a motion to continue on the current path. The motion was seconded by Commissioner Tharp. The motion carried unanimously. (see attached)

11. Consider adopting a resolution authorizing the County Judge to enter into an agreement for engineering services for the 2015 TxCDBG Water Improvement Project for the Loop Water Supply Corp; take action as appropriate

Judge Keyes presented a resolution authorizing him to sign a contract with Jacob & Martin LTD of Abilene, for engineering services for Loop Water Supply for the 2015 TxCDBG grant-water improvement project. Commissioner Yocom made a motion to approve the resolution as presented. The motion was seconded by Commissioner Houston. The motion carried unanimously. (see attached)

12. Consider approving use of record preservation funds; take action as appropriate

Vicki Phillips, County Clerk, requested the use of record preservation funds to purchase case binders, in the amount of \$850.00. Commissioner Tharp made a motion to approve the use of record preservation funds. The motion was seconded by Commissioner Belt. The motion carried unanimously. (see attached)

13. Consider approving contract with Vital Statistics; take action as appropriate

Vicki Phillips, County Clerk, requested Court approval of a DSHS Vital Statistics contract for TER Remote System, for the purpose of issuing birth certificates. Commissioner Yocom made a motion to approve the DSHS contract as presented. The motion was seconded by Commissioner Belt. The motion carried unanimously. (see attached)

14. Consider accepting or renewing contracts for residential juvenile services with multiple counties; take action as appropriate

Commissioner Tharp made a motion to approve the contract renewal for New Horizons Ranch at Goldthwaite Texas, New Horizons Audrey Grace House and New Horizons Business Office in Abilene Texas, with the care rates for Moderate care at \$103.03, Specialized care at \$162.30 and Intense care at \$260.95. The motion was seconded by Commissioner Houston. The motion carried unanimously. (see attached)

15. Consider approving surplus/salvage for the County; take action as appropriate

Commissioner Tharp, Precinct 3, made a motion to approve declaring Unit #3068 a 1998 Chevy pickup and utility bed Vin#1GCGK24R8WE140449 as surplus to be sold on GovDeals. The motion was seconded by Commissioner Belt. The motion carried unanimously. (see attached)

16. Consider approving the Gaines County Tax Rolls for 2015; take action as appropriate

Commissioner Yocom made a motion to approve the resolution approving the Gaines County 2015 Tax Roll: Assessed value for the Gaines County 2015 Tax Roll is \$4,217,954,918.00 Using the adopted rate of 0.335813 the generated revenue is \$14,164,440.00; Assessed value for the Road and Bridge Fund 2015 Tax Roll is \$4,214,291,939.00 Using the adopted rate of 0.153758 the generated revenue is \$6,479,811.00; Assessed value for the County Wide Equalization 2015 Tax Roll is \$4,244,911,193.00 Using the adopted rate of 0.242100 the generated revenue is \$10,276,930.00 and authorizing Judge Keyes to sign the resolution. The motion was seconded by Commissioner Tharp. The motion carried unanimously. (see attached)

17. Consider approving subdivision application(s)

Commissioner Belt, Precinct 2, made a motion to approve the final reading of Lots 1 through 5 D.C. Estates subdivision in the Northwest part of Section 280 Block G WTRR. The motion was seconded by Commissioner Tharp. The motion carried unanimously. (see attached)

18. Consider approving road crossing request(s)

None

19. 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. Rick Dollahan, Auditor, stated the Public Defenders Capital Murder Interlocal Agreement needs to be on the next agenda.
- b. Rick Dollahan, Auditor, read a letter addressed to District Judge Schildknecht from the Attorney General thanking the 106th District Court in successfully collecting \$2,159,255.72 in child support payments on Gaines County Court orders. (see attached)
- c. Commissioner Tharp suggested discussing Christmas lights and decorations for the Courthouse on the next agenda.

20. Adjourn

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

The meeting adjourned at 11:36 a.m.

Minutes signed and approved:

Tom N Keyes
By Gaines County Judge Tom N. Keyes

9 November 2015
Date