

COUNTY OF GAINES

THE HONORABLE COMMISSIONERS' COURT OF GAINES COUNTY MET IN A REGULAR MEETING ON NOVEMBER 1, 2017 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

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 the flags. The meeting was called to order at 9:00 a.m.

1. Discuss routine administrative items: take action needed;
 - a. Payroll
 - b. Accounts payable
 - c. Budget amendments and fund transfers

Commissioner Rosson made a motion approving the routine administrative items as presented. Commissioner Belt seconded the motion. Carried unanimously.
2. Consider authorizing stucco work on the Museum in Seagraves to continue without a payment bond on the part of the selected contractor; take action as appropriate

Commissioner Rosson made a motion to continue stucco work on the Seagraves Museum without the requested payment bond. Commissioner Houston seconded the motion. Carried unanimously.
3. Discuss alarm monitoring accounts; take action as appropriate

IT Director Scott Shortes addressed concerns with the company currently monitoring the alarms systems in various county buildings. Shortes recommended and reviewed CSI as a replacement. Commissioner Belt made a motion to switch alarm monitor companies, going with CSI at \$200 per month and authorizing the Judge to sign necessary agreements. Commissioner Murphree seconded the motion. Carried unanimously.
4. Consider authorizing soil analysis for the foundation of the water treatment facility at the county park; take action as appropriate

Commissioner Houston made a motion authorizing a soil analysis for the foundation of the water treatment facility at the park. Commissioner belt seconded the motion. Carried unanimously.
5. Consider approving a donation of caliche for road repair from Ring Energy; take action as appropriate

Commissioner Murphree presented a donation from Ring Energy, of 3,100 yards of caliche to repair CR 336. Murphree made a motion to accept the donation, followed by a second from Commissioner Rosson. Motion carried unanimously. (Carried unanimously)
6. Consider approving a donation of water for road repair from T & J Farms; take action as appropriate

Commissioner Murphree made a motion to accept a donation from T&J Farms, for the use of fresh water from the Florence Water Station for use in road construction and repair on CR 336. Commissioner Belt seconded the motion. Carried unanimously. (See attached)

7. Consider going out for bids for 30 x 45 addition to Precinct 3 barn for welding/tire shop replacement; take action as appropriate

Commissioner Murphree made a motion to go out for bids for a 30' X 45' addition to the current Precinct 3 barn, bids to be opened and awarded November 27th.

Commissioner Houston seconded the motion. Carried unanimously. (See attached)

8. Consider a policy for disposition of a body of a pauper; take action as appropriate

Judge Keyes presented a Resolution for the disposition of a deceased pauper.

Commissioner Belt made a motion approving the resolution and adopting policies and guidelines. A maximum of \$1000 per incidence will be included in the guidelines.

Commissioner Houston seconded the motion. Carried unanimously. (See attached)

9. Consider going out for bids for asphalt; take action as appropriate

Commissioner Belt made a motion to go out for bids for Asphalt and Related Products, to be opened for analysis November 22nd and awarded on November 27th.

Commissioner Rosson seconded the motion. Carried unanimously. (See attached)

10. Consider going out for bids for gravel; take action as appropriate

Commissioner Rosson made a motion to go out for bids for aggregate to be opened for analysis November 22nd and awarded on November 27th. Commissioner Houston seconded the motion. Carried unanimously. (See attached)

11. Consider going out for bids for hauling gravel; take action as appropriate

Commissioner Rosson made a motion to go out for bids for hauling to be opened for analysis November 22nd and awarded on November 27th. Commissioner Houston seconded the motion. Carried unanimously. (See attached)

12. Consider going out for bids for sand; take action as appropriate

Commissioner Belt stated that Damron Sand is the only place to get the type sand that is needed. Instead of bids, Belt requested a discretionary exemption to purchase up to 1,000 tons of golf sand. Commissioner Belt made a motion to approve the exemption, followed with a second by Commissioner Rosson. Motion carried unanimously. (See attached)

13. Consider going out for bids for hauling sand; take action as appropriate

Commissioner Belt made a motion to amend the bid for hauling gravel to include sand, with a second by Commissioner Murphree. Carried unanimously.

14. Consider going out for bids for caliche; take action as appropriate

Commissioner Rosson made a motion to go out for 2 different caliche bids, Crushed Caliche and Pit-Run Caliche, bids to be opened for analysis November 22nd and awarded on November 27th. Commissioner Houston seconded the motion. Carried unanimously. (See attached)

15. Meet with Robert Barrett to discuss Emergency Management Coordinator position; take action as appropriate

Judge Keyes stated that the salary for the EMC position had been split as part time between Robert Barrett and Henry Beare. With the passing of Mr. Beare, Judge Keyes recommended making the position a full time position. Commissioner Houston made a motion to make the EMC a full time position with benefits. Commissioner Murphree seconded the motion. Carried unanimously.

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 Belt stated the city is interested in the land on NW Ave K, and are requesting a clean environmental study. Belt will present at the next court meeting.

b. Benette McDonald presented available dates for the Christmas party, and it was agreed to schedule it for December 4th.

17. Adjourn;


Commissioner Belt made a motion to adjourn, with a second by Commissioner Rosson.
Motion carried unanimously.

Meeting was adjourned at 10:12 a.m.

STATE OF TEXAS §
COUNTY OF GAINES §

I, Vicki Phillips, Gaines County Clerk, attest that the foregoing is a true and accurate accounting of the Commissioners Court's authorized proceedings for November 1, 2017.




Vicki Phillips, County Clerk
Clerk of Commissioner's Court
Gaines County, Texas

COUNTY OF GAINES

THE HONORABLE COMMISSIONERS' COURT OF GAINES COUNTY MET IN A REGULAR MEETING ON NOVEMBER 13, 2017 AT 10:00 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

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 the 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 administrative items as presented. Commissioner Houston seconded the motion. Carried unanimously. (See attached)
2. Meet with Kelly Smith of the Texas DPS to be briefed on the new FirstNet program being made available to emergency; responders across Texas; take action as appropriate
Mr. Smith presented a power point presentation on the First Net program. No action was taken.
3. Discuss 4H agent traveling out of state; take action as appropriate
Extension Agent Terry Millenbine requested courts permission for out of state travel to attend National Stock Shows. Commissioner Belt made a motion approving out of state travel in the county vehicle and stock trailer, with a second by Commissioner Murphree. Motion carried unanimously.
4. Discuss disposition of property in Prec. 2 on NW Ave K consider authorizing an environmental study on the property; take action as appropriate
Commissioner Belt made a motion to obtain a certified appraisal, then go out for bids on the NW Ave K property, selling it as is. Commissioner Murphree seconded the motion. Carried unanimously.
5. Consider declaring surplus for Prec. 2; take action as appropriate
Commissioner Belt made a motion declaring 11 wooden tables as surplus. Commissioner Rosson seconded the motion. Carried unanimously. (See attached)
6. Consider a request from Rachel Hernandez, to change fees for for-profit events at the Civic Center, and including the show barn; take action as appropriate
Ms. Hernandez requested pricing to rent both the civic building and barn for a four day for-profit event. The court stated, as per the building rental policy, fees would be \$800.00 with a \$600.00 deposit. The requested rental date is tentative based on the remodeling dates. Commissioner Houston made the motion approving the quoted rental, with a second by Commissioner Belt. Motion carried unanimously.
7. Consider voting for Board members for the Gaines County Appraisal District; take action as appropriate

Commissioner Belt made a motion to split the counties 1070 votes as follows: Blair Tharp 358; Trey Duncan 356 and Adolfo Cortez 356. Commissioner Rosson seconded the motion. Carried unanimously. (See attached)

- 8. Consider going out for bids for MC30; take action as appropriate

Commissioner Belt made a motion to go out for bids for MC-30, to be opened December 11th. Commissioner Rosson seconded the motion. Carried unanimously. (See attached)

- 9. Consider authorizing the replacement of four air handlers for the courthouse by Trane; take action as appropriate

Bryan Buchanan, Trane representative, explained replacement of the controllers and sensors. Commissioner Houston made a motion approving replacement of 4 air handlers at an amount of \$28,100.00, authorizing Judge Keyes to sign the contract. Commissioner Belt seconded the motion. Carried unanimously. (See attached)

- 10. Consider entering an agreement with Liberty Marketing Company to produce 2 x 3 maps of Gaines County; take action as appropriate

Failed for lack of motion

- 11. Consider approving a support and maintenance services contract with DBT Transportation Service for the AWOS at the airport; take action as appropriate

Commissioner Murphree made a motion to approve a support and maintenance services contract with DBT Transportation Service, with a second by Commissioner Houston. Motion carried unanimously. (See attached)

- 12. Consider current subdivision application(s); take action as appropriate, None

- 13. Consider current road crossing request(s); take action as appropriate, None

- 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. Commissioner Belt asked for a list of rock that will be needed by other precincts.
b. Commissioner Houston suggested revising the building rental policy regarding rental of both the civic building and barn.
c. Commissioner Belt stated that Holly is providing lunch for the Christmas Party.
d. Judge Keyes stated it has been suggested to break long standing tradition and consider changing regular Commissioner Court dates for the next fiscal year, to Wednesday's instead of having Monday and Wednesday meetings.

- 15. Adjourn;

Commissioner Belt made a motion to adjourn, with a second by Commissioner Rosson.

Meeting adjourned at 11:40 a.m.

STATE OF TEXAS §
COUNTY OF GAINES §

I, Vicki Phillips, Gaines County Clerk, attest that the foregoing is a true and accurate accounting of the Commissioners Court's authorized proceedings for November 13, 2017.



Vicki Phillips
Vicki Phillips, County Clerk
Clerk of Commissioner's Court
Gaines County, Texas

THE HONORABLE COMMISSIONERS' COURT OF GAINES COUNTY MET IN A REGULAR MEETING ON NOVEMBER 15, 2017 AT 10:00 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	ABSENT
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	COMMISSIONER PRECINCT #4

VICKI PHILLIPS	ABSENT	COUNTY CLERK
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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 10:00 a.m.

1. Discuss routine administrative items: take action needed;
 - a. Payroll
 - b. Accounts payable
 - c. Budget amendments and fund transfers
 Commissioner Belt made a motion approving administrative items as presented, followed by a second by Commissioner Murphree. Motion carried unanimously.

2. Consider canvassing votes; take action as appropriate

Judge Keyes reviewed the canvas. Commissioner Rosson made a motion approving the canvas as presented. Commissioner Belt seconded the motion. Carried unanimously. (See attached)

3. 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. Discussed changing Commissioners Court Dates according to law. Will put on future agenda.
 - b. Commissioner Rosson updated on the Museum project.

4. Adjourn;

Commissioner Belt made a motion to adjourn, followed with a second by Commissioner Rosson. Carried unanimously.

Meeting adjourned at 9:10 a.m.

STATE OF TEXAS §
 COUNTY OF GAINES §

I, Vicki Phillips, Gaines County Clerk, attest that the foregoing is a true and accurate accounting of the Commissioners Court's authorized proceedings for November 15, 2017.



Vicki Phillips
 Vicki Phillips, County Clerk
 Clerk of Commissioner's Court
 Gaines County, Texas

COUNTY OF GAINES

THE HONORABLE COMMISSIONERS' COURT OF GAINES COUNTY MET IN A REGULAR MEETING ON NOVEMBER 27, 2017 AT 10:00 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>VICKI PHILLIPS</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 10:00 a.m.

1. Discuss routine administrative items: take action needed;
 - a. Budget amendments and fund transfers
 - b. Accounts payable
 - c. Auditor's report
 - d. Officer's report
 - e. Surplus/SalvageCommissioner Belt made a motion approving and accepting the administrative items as presented. Commissioner Rosson seconded the motion. Carried unanimously. (See attached)
2. Consider approving tournament requests; take action as appropriate
Golf Pro, Kyle Monk presented the 2018 Tournament Schedule for approval. Commissioner Houston made a motion approving the schedule, followed by a second from Commissioner Murphree. Motion carried unanimously. (See attached)
3. Consider approving an urgent project at the County Museum/Library/Health Annex building to repair a leaky pipe in the basement and reroute the water line for easier maintenance; take action as appropriate
Judge Keyes stated a quote has been obtained from Earl's Plumbing out of Lubbock to address the urgent repairs necessary. This will be a no bid contract for under \$30,000.00. Judge Keyes also requests to purchase a storage building from A-1 Siding & Windows for \$13,572.00. Commissioner Rosson made a motion approving the repair work and storage building, seconded by Commissioner Belt. Motion carried unanimously. (See attached)
4. Consider approving joint primary election services to be conducted for FY 2018; take action as appropriate
Elections Administrator Patricia Roberson presented a Resolution for Joint Primary between the Democratic Party, Republican Party and the Elections Administrator. Commissioner Belt made a motion approving the resolution, with a second by Commissioner Houston. Motion carried unanimously. (See attached)
5. Consider approving quarterly investment report; take action as appropriate
County Treasurer Michael Lord presented the 4th Quarterly Report for 2017. Commissioner Rosson made a motion approving the report as presented. Commissioner Houston seconded the motion. Carried unanimously. (See attached)
6. Consider approving a project to bring fiber optic cable in the Courthouse, through our computer closet for DPS; take action as appropriate
Judge Keyes stated this is an ongoing project with DPS and AT&T. Motion approving this project, under the supervision of Nick Castillo and Scott Shortes, made by Commissioner Belt. Commissioner Murphree seconded the motion. Carried unanimously.

7. Consider changing the regular term for the meeting of the Commissioners Court for the rest of FY2018; take action as appropriate

Judge Keyes presented a Resolution changing the regular meetings of Commissioners Court to every two weeks on Wednesday prior to each scheduled payday.

Commissioner Rosson made a motion approving the resolution changing meeting dates effective December 1, with the next meeting to be December 13, 2017. Commissioner Houston seconded the motion. Carried unanimously. (See attached)

8. Consider approving purchase of service agreement for IT departments mini-split; take action as appropriate

Judge Keyes presented a service agreement guaranteeing parts and labor and 4 services annually for cooling of the IT servers room. Commissioner Houston made a motion approving the service agreement with Trane, second by Commissioner Rosson. Motion carried unanimously.

9. Open bids for addition to Precinct 3 barn; take action as appropriate

One bid was received from JW&T, Inc in the amount of \$33,147.40. Commissioner Murphree made a motion to accept the bid, seconded by Commissioner Houston. Motion carried unanimously. (See attached)

10. Award bid for asphalt; take action as appropriate

Two bids were received from Holly Frontier and Ergon Asphalt & Emulsions. Commissioner Houston made a motion to accept both bids, seconded by Commissioner Belt. Motion carried unanimously. (See attached)

11. Award bid for gravel; take action as appropriate

Three bids were received from Cherry Creek Aggregates, Constructors Inc, and RE Janes Gravel Co. Commissioner Belt made a motion to accept all three bids, seconded by Commissioner Houston. Motion carried unanimously. (See attached)

12. Award bid for hauling gravel; take action as appropriate

Five bids were received from Stout Trucking LLC, Saenz Transport LLC, Statewide Transport LLC, Pinon Trucking LLC, Cherry Creek Aggregates LLC. Commissioner Houston made a motion to accept all five bids, seconded by Commissioner Rosson. Motion carried unanimously. (See attached)

13. Award bid for sand; take action as appropriate

Commissioner Belt stated this is a sole source item and it was tabled.

14. Award bid for hauling sand; take action as appropriate

This item was included in item # 12 for hauling.

15. Award bid for caliche; take action as appropriate

Two bids were received from Conney Menix and Peter Letkeman. Commissioner Houston made a motion to accept both bids, seconded by Commissioner Murphree. Motion carried unanimously. (See attached)

16. Consider approving subdivision application(s);

None

17. Consider approving road crossing request(s);

Precinct 3 Road Crossing on CR 306 requested by Abe Friesen. Commissioner Murphree made a motion to approve the crossing, seconded by Commissioner Belt. With all four Commissioners voting for the motion, Judge Keyes abstaining, the motion carried. (See attached)

18. 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 Rosson stated the museum wall in Seagraves is finished and looks very nice.

b. Judge Keyes reminded the court that they will meet Wednesday for the payroll approval. The new court schedule will be effective December 1st with the first court meeting to be held December 13th.

19. Adjourn;

Commissioner Belt made a motion to adjourn. Commissioner Rosson seconded the motion. Carried unanimously.

Meeting was adjourned at 10:58 a.m.

STATE OF TEXAS §
COUNTY OF GAINES §

I, Vicki Phillips, Gaines County Clerk, attest that the foregoing is a true and accurate accounting of the Commissioners Court's authorized proceedings for November 27, 2017.



A handwritten signature in cursive script that reads "Vicki Phillips".

Vicki Phillips, County Clerk
Clerk of Commissioner's Court
Gaines County, Texas

COUNTY OF GAINES

THE HONORABLE COMMISSIONERS' COURT OF GAINES COUNTY MET IN A REGULAR MEETING ON NOVEMBER 29, 2017 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		COMMISSIONER PRECINCT #3
BIZ HOUSTON	ABSENT	COMMISSIONER PRECINCT #4

<u>VICKI PHILLIPS</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.

1. Discuss routine administrative items: take action needed;
 - a. Payroll
 - b. Accounts payable
 - c. Budget amendments and fund transfers

Commissioner Murphree made a motion approving the routine items as presented, with a second by Commissioner Rosson. Motion carried unanimously.

2. 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 Rosson & Judge Keyes will meet with Grimes & Associates at the Seagraves Library tomorrow.

3. Adjourn;

Commissioner Rosson made a motion to adjourn, followed by a second by Commissioner Murphree. Motion carried unanimously.

Meeting adjourned at 9:10 a.m.

STATE OF TEXAS §
 COUNTY OF GAINES §

I, Vicki Phillips, Gaines County Clerk, attest that the foregoing is a true and accurate accounting of the Commissioners Court's authorized proceedings for November 29, 2017.



Vicki Phillips
 Vicki Phillips, County Clerk
 Clerk of Commissioner's Court
 Gaines County, Texas