

**COMMISSIONERS' COURT  
OF WINKLER COUNTY, TEXAS  
REGULAR MEETING**

TIME: 9:00 O'CLOCK A.M.  
DATE: MONDAY, OCTOBER 12, 2020  
PLACE: VIRTUAL MEETING

*Notice is hereby given that at the Meeting of the above named Commissioners' Court the following subjects will be discussed and appropriate action taken\*. These subjects may or may not be discussed in the order shown. \*All items listed below as part of the called "Consent Agenda Items" require no deliberation by the Court. Each Court member has the prerogative of removing an item from this agenda so that it may be considered separately.*

**Pursuant to the Suspension Order by Governor Abbott, the Commissioners Court meeting will be closed to protect the public, staff and members from potential exposure to the Coronavirus (COVID-19). The public may participate in the meeting through the following video conference link: Zoom – Meeting ID# 4050268443 Password: cc**

1. Call Meeting to Order.
2. Consent Agenda Items:
  - (a) Approve payroll.
  - (b) Approve bills over \$500.00.
  - (c) Approve claims against county.
  - (d) Consider for approval payment to D.K. Boyd Land & Cattle Co., for caliche and topsoil in the amount of \$2,380.00 from budgeted lateral road funds.
  - (e) Consider for approval payment to Don Wise Transportation Services, Inc., for pre-mix in the amount of \$2,675.04 for Winkler County Golf Course from budgeted funds.
3. Consider, discuss, and approve purchase of 2 Motorola APX8500 Mobile radios from Petro Communications, Inc., for the Kermit Volunteer Fire Department in the amount of \$15,510.00 from contingency funds.
4. Consider for approval payment of retainer fee to Allison, Bass & Magee, L.L.P., in the amount of \$5,000.00 for redistricting from budgeted funds.
5. Consider for approval Resolution for Indigent Defense Grant Program from the Texas Indigent Defense Commission for 2021 and authorize County Judge to sign.
6. Consider for approval Resolution Authorizing County Judge to Execute a Letter of Waiver for Payments in Lieu of Taxes (PILOT) for Wink Housing Authority.
7. Consider for approval Resolution Authorizing County Grant in the amount of \$369.25 and application to Texas Department of Agriculture for Texans Feeding Texans: Home-Delivered Meal Grant Program.
8. Consider, discuss, and approve creating a janitorial services position for new Wink Community Center consisting of ten (10) hours per week in the annual amount of \$3,400.00 from open position in Area 2 Road and Bridge funds.
9. Place District Judge's Order appointing First County Auditor and Assistant County Auditor for period beginning September 23, 2020 and ending September 22, 2022 in the minutes of Commissioners' Court.
10. Place District Judge's Order concerning salary, longevity pay, and office expenses to be paid to the Winkler County Auditor and salaries and longevity pay to be paid to Assistant Auditors in minutes of Commissioners' Court.

WINKLER COUNTY COMMISSIONERS' COURT  
REGULAR MEETING AGENDA  
MONDAY, OCTOBER 12, 2020  
PAGE TWO

11. Consider for approval purchase of twenty (20) 15 gallon trees with fertilizer from John's Corner for Winkler County park in Kermit in an amount not to exceed \$2,500.00 from committed park improvement funds.
12. Approve change orders and modifications for Winkler County Courthouse.
13. Approve Winkler County Courthouse construction claims.
14. Approve change orders and modifications for Kermit Community Center.
15. Approve Kermit Community Center construction claims.
16. Approve change orders and modifications for Winkler County Golf Course.
17. Approve Winkler County Golf Course construction claims.
18. Approve change orders and modifications for Winkler County Airport.
19. Approve Winkler County Airport construction claims.
20. Approve Winkler County EMS construction claims.
21. Receive monthly reports from county officials.
22. Discuss and approve line item adjustments.
23. Discuss and approve budget amendments.
24. Adjourn.

D. K. BOYD LAND & CATTLE CO.

3317 Andrews Hwy  
Midland, Texas 79703  
(432) 685-1022

DATE: 10-01-20

INVOICE NO.: WC-CR101R-09-20001

INVOICE

TO: Winkler County  
Drawer O  
Kermit, Texas 79745

Attn: Billy Stevens

FOR: County Road 101 Repair - Caliche Use and Topsoil  
Winkler County, Texas

1. 476 yd<sup>3</sup> caliche used for repair work on County  
Roads @ \$5.00/yd<sup>3</sup>. \$ 2,380.00

TOTAL: \$ 2,380.00

RECEIVED  
OCT - 5 2020  
AUDITOR'S OFFICE

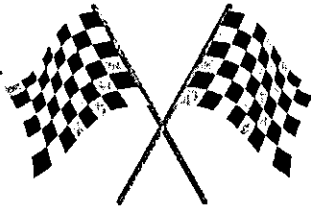
 Agenda 10/12/2020

Net 10 Days - Payable to D.K. BOYD Land & Cattle Co.

321

# DON WISE

TRANSPORTATION SERVICES, INC.  
3201 SOUTH COUNTY ROAD 1069  
MIDLAND, TEXAS 79706  
YOU CALL  
1-877 DON WISE  
WE HAUL



# Invoice

Date	Invoice No.
09/22/20	10008

<b>Bill To</b>
Winkler County, Texas County Auditor Court House Drawer O Kermit, TX 79745

<b>Ship To</b>
golf course

P.O. Number	Terms	Rep	Ship Date	Ship Via	F.O.B.	Ordered by
none given	Net 10th	DLW	09/22/20	our truck	destination	Billy Stevens

TICKET #	Quantity	Description	Price Each	Amount
14795	24.73	premix--ton	108.17	2,675.04
<p>RECEIVED</p> <p>OCT - 5 2020</p> <p>AUDITOR'S OFFICE</p>				
				<p>GOC</p> <p>2130900</p>

Agenda 10/12/2020

OUR CUSTOMERS ARE SIMPLY THE BEST PEOPLE BUT YOU KNEW THAT!!!!!!!!!!!!!!	<b>Total</b>	\$2,675.04
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# Allison, Bass & Magee, L.L.P.

402 W 12th Street

Austin, TX 78701

Phone: 512-482-0701 Fax: 512-480-0902

E.I.N. 90-1037483

## INVOICE

Date: 09/25/2020

Invoice #: 4880

Matter: Winkler County / 2020 Redistricting

File #: 461.06

### Bill To:

Hon. Charles M. Wolf

Winkler County Judge

P.O. Drawer Y

Kermit, TX 79745-6024

Due Date: 10/25/2020

### Description:

Winkler County - 2020 Redistricting (10/31/2020 - 1st Installment)

**Payments received after 09/25/2020 are not reflected in this statement.**

### Professional Services

#### Details

Winkler County / 2020 Redistricting

**Billing Type      Amount**

Fixed Fee      \$5,000.00

**Total      \$5,000.00**

**Invoice Amount** 

---

 **\$5,000.00**

**Balance Due** 

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 **\$5,000.00**

**2021 Winkler County Resolution  
Indigent Defense Grant Program**

WHEREAS, under the provisions of the Texas Government Code Section 79.037 and Texas Administrative Code Chapter 173, counties are eligible to receive grants from the Texas Indigent Defense Commission to provide improvements in indigent defense services in the county; and

WHEREAS, this grant program will assist the county in the implementation and the improvement of the indigent criminal defense services in this county; and

WHEREAS, Winkler County Commissioners Court has agreed that in the event of loss or misuse of the funds, Winkler County Commissioners assures that the funds will be returned in full to the Texas Indigent Defense Commission.

NOW THEREFORE, BE IT RESOLVED and ordered that the County Judge of this county is designated as the Authorized Official to apply for, accept, decline, modify, or cancel the grant application for the Indigent Defense Formula Grant Program and all other necessary documents to accept said grant; and

BE IT FURTHER RESOLVED that the County Auditor is designated as the Financial Officer for this grant.

Adopted this \_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
Charles M. Wolf  
County Judge

Attest:

\_\_\_\_\_  
County Clerk

Resolution No. \_\_\_\_\_

**RESOLUTION AUTHORIZING A COUNTY JUDGE TO EXECUTE A LETTER OF WAIVER FOR PAYMENTS IN LIEU OF TAXES (PILOT)**

WHEREAS, the Housing Authority of Wink, Texas (herein referred to as Housing Authority) currently owes to the County of Winkler (herein referred to as the Government Entity) funds known as Payments in Lieu of Taxes (herein referred to as PILOT) which have accrued through June 30, 2020 , pursuant to Section 301 of Part II of the Consolidated Annual Contributions Contract executed between the Housing Authority and the United States of America, and

WHEREAS, the Government Entity and the Housing Authority have determined that it is in the best interests of both parties that the Government Entity waive the PILOT which have accrued through June 30, 2020, and

WHEREAS, the Government Entity and the Housing Authority have mutually agreed and understand that the funds made available by this waiver and the accrued PILOT will be used by the Housing Authority to defray operating expenses of the Housing Authority, concomitantly benefiting the citizens of the City of Wink, the County of Winkler.

NOW THEREFORE BE IT RESOLVED BY County of Winkler as follows:

- (1) That the PILOT which have accrued through June 30, 2020, pursuant to Section 301 of Part II of the Consolidated Annual Contributions Contract executed between the Housing Authority and the United States of America are hereby waived:
- (2) That the County Judge is hereby authorized and directed to execute a Letter of Waiver in accordance with the provisions of this Resolution.

APPROVED and passed at a regular meeting of the Court, this \_\_\_\_ day of \_\_\_\_\_, 2020, at which meeting a quorum was present.

\_\_\_\_\_  
APPROVED: Name

\_\_\_\_\_  
Title





**TEXAS DEPARTMENT OF AGRICULTURE  
TEXANS FEEDING TEXANS: HOME-DELIVERED MEALS  
GRANT PROGRAM**

**RESOLUTION AUTHORIZING COUNTY GRANT  
PROGRAM YEAR 2021**

A resolution of the County of WINKLER(County),Texas, certifying that the county has made a grant toCOUNTY OF WINKLER (Organization), an organization that provides home-delivered meals to homebound persons in the county who are elderly and/or have a disability, and certifying that the county has approved the organization's accounting system or fiscal agent.

*WHEREAS*, the Organization desires to apply for grant funds from the Texas Department of Agriculture to supplement and extend existing services for homebound persons in the County who are elderly and/or have a disability, pursuant to the Home-Delivered Meals Grant Program (Program); and

*WHEREAS*, the Program rules require the County in which an Organization is providing home-delivered meal services to make a grant to the Organization, in order for the Organization to be eligible to receive Program grant funds; and

*WHEREAS*,the Program rules require the County to approve the Organization's accounting system or fiscal agent, in order for the Organization to be eligible to receive Program grant funds; and

*WHEREAS*,the County recognizesCHARLES M. WOLF (Authorized Official) as an official of the Organization applying for a Home-Delivered Meal Grant from the Texas Department of Agriculture.

***BE IT RESOLVED BY THE COUNTY:***

SECTION 1: The County hereby certifies that it has made a grant to the Organization in the amount of \$369.25 to be used between the:

1st of January 2021 and the 31st of December 2021  
Day            Month            Year            Day            Month            Year

SECTION 2: The County hereby certifies that the Organization provides home-delivered meals to homebound persons in the County who are elderly and/or have a disability.

SECTION 3: The County hereby certifies that it has approved the Organization's accounting system or fiscal agent which meets financial management system requirements as set forth in the Uniform Grant Management Standards promulgated by the Texas Comptroller of Public Accounts.

Introduced, read, and passed by the affirmative vote of the County on this \_\_\_\_ day of \_\_\_\_\_, 2020

*Signature of Authorized Official of the County*

CHARLES M. WOLF, COUNTY JUDGE

*Typed Name and Title*



COMMISSIONER SID MILLER

Texas Department of Agriculture
Texans Feeding Texans:
Home-Delivered Meal Grant Program

[FOR TDA USE ONLY]
File No.
Ref. File No:
Postmark/Received:

GTBD-201

Section A. Organization Information

Full Legal Business Name: COUNTY OF WINKLER

DBA 'Doing Business As' Name: (if applicable)

Mailing Address: P. O. DRAWER Y WINKLER
Street Address Texas County
KERMIT TX 79745

Physical Address: 100 E WINKLER WINKLER
Street Address Texas County
KERMIT TX 79745
City State Zip Code

Federal Identification Number: (must be nine (9) digits) 7 5 6 0 0 1 2 0 2

In order to receive this grant, the organization must be a private nonprofit with a volunteer board of directors, exempt from taxation under §501(a) of the Internal Revenue Code of 1986 as described by §501 (c) (3) of that code, or a governmental agency. Please indicate which of the following apply: Private nonprofit organization Governmental agency

Section B. Contact Personnel

(1) Name of Primary Program Contact (This person can answer day-to-day questions about the organization.)

Title: (Check one) Executive Director Program Administrator Chief Executive Officer President Other: Auditor

Full Name: JEANNA WILLHELM Mr. Dr. Ms. Other

Email Address: jeanna.willhelm@co.winkler.tx.us

Phone: (432) 586 - 3161 Ext. Alt Phone:(432) 586 - 6841

**(2) Name of Authorized Official** (This person is authorized to enter into legal agreements on behalf of the organization. This person's name will appear on the grant agreement for signature.)

Same As Above

Title:  Executive Director  Chief Financial Officer  Chief Executive Officer  
(Check one)  County Judge  Other: \_\_\_\_\_

Full Name: CHARLES WOLF  Mr.  Dr.  
First Last  Ms.  Other \_\_\_\_\_

Email Address: charles.wolf@co.winkler.tx.us

Phone: (432) 586 - 6658 Ext. \_\_\_\_\_ Alt Phone: ( ) -

**Section C. Service Information**

**An organization must submit one application per county.** If the applicant delivers meals in multiple counties, a separate application is required to document the meals in each county for which a grant is sought. Only meals delivered in the applying county are considered eligible. **Attachment A-Meal Number Documentation Worksheet** must be completed to include all home-delivered meals to homebound elderly, homebound disabled and homebound disabled elderly, regardless of funding source.

1. The **County** in which home-delivered meals were delivered: Winkler

1.A. **County Grant:** Indicate the amount of the County Grant stated on the signed resolution from the county. \$ 369.25  
*Each organization will be required to document proof of receipt of County Grant has been received from the county and used with in the term stated in the county resolution. Must equal amount documented on county resolution*

2. **Total number of HOME-DELIVERED meals delivered** to homebound persons 60 years or older and/or disabled in the county stated in Question #1 between September 1, 2019 and August 31, 2020 (regardless of funding source). 18454

*NOTE: If this number is miscalculated, includes congregate meals, includes meals from another county served, or other errors, the applicant will be required to repay TDA for all or part of the FY 2021 grant. Must match attachment A*

3. Does the applicant organization serve congregate meals in the county stated in Question #1?  Yes  No  
*\*Congregate meals are not considered eligible meals under the HDM program calculation and must be documented separately. If you answered 'YES' to question #3, the signature in Section D is confirmation that congregate meals were not calculated in the total number of home-delivered meals reported in Question #2.*

4. Does the applicant organization serve home-delivered meals in multiple Texas Counties?  Yes  No  
*If you answered 'YES' to Question #4, the signature in Section D is confirmation that only home-delivered meals delivered in the county stated in Question #1 were calculated in the total number of home-delivered meals reported in Question #2.*

5. If you answered 'Yes' to Question #4, please list all of the Texas counties in which the organization serves home-delivered meals, including those for which you do not intend to apply for TDA grant funds.

- N/A
- or- \_\_\_\_\_
- Multiple Counties - list counties

6. Total number of HOME-DELIVERED clients on your roster between: September 1, 2019 and August 31, 2020. 99

**Section D. Certifications**

**By signing below, Applicant:**

- (1) Certifies all information provided in connection with this application is true and correct to the best of Applicant's knowledge;
- (2) Acknowledges any misrepresentation or false statement made by Applicant, or an authorized agent of Applicant, in connection with this application, whether intentional or not, will constitute grounds for denial of this application;
- (3) Acknowledges acceptance of funds in connection with this application acts as an acceptance of the authority of TDA and the State Auditor's Office (SAO) or any successor agency to conduct an investigation in connection with those funds, and Applicant further agrees to cooperate fully with TDA and/or SAO or its successor in the conduct of the audit or investigation, including allowing TDA and/or SAO to inspect Applicant's premises and providing all records requested;
- (4) Acknowledges this application and any payments owed to Applicant in connection with this application may be reduced or denied because of Applicant's owing any debt to the State of Texas, and
- (5) By submission of this application, Applicant acknowledges as a condition of receipt of grant funds under this program the Applicant will be required to execute a grant agreement with the Texas Department of Agriculture, and further acknowledges that failure to timely execute the grant agreement will result in withdrawal of any grant funds awarded, and those funds will be redistributed to other qualified applicants in accordance with state law and TDA rules.

**Applicant further certifies that:**

- (1) Applicant is a qualifying governmental agency or nonprofit private organization that is exempt from taxation under §501(a), Internal Revenue Code of 1986, as an organization described by §501(c)(3) of that code, which is a direct provider of home-delivered meals to homebound elderly persons or persons with disabilities in Texas.
  - (2) Applicant enforces nondiscrimination practices.
  - (3) Applicant has an accounting system or fiscal agent approved by the county where it provides meals and has a system to prevent the duplication of services to clients.
  - (4) Applicant has received a grant from the county in which the organization is delivering meals, in accordance with Title 4, Part 1, Subchapter O, Section 1.953 of the Texas Administrative Code.
  - (5) Applicant agrees to use funds received through the home-delivered meal grant program only to supplement or extend existing home-delivered meal services.
  - (6) Applicant authorizes TDA to review, verify and authenticate all information provided in this application.
  - (7) Applicant understands TDA may request further documentation supporting this application, including contacting other agencies, organizations, facilities or third parties to verify data provided by an Applicant from the records of such agencies, organizations, facilities or third parties.
  - (8) Applicant acknowledges, affirms, consents to, and understands that Applicant is solely responsible for calculating and verifying the information contained in Section C of the application, along with the information provided in Attachment A. Applicant acknowledges, affirms, consents to, and understands that if any inaccurate, incorrect, false, or misleading information is supplied in the application, including, without limitation, the information provided in Section C and Attachment A, Applicant may be required to refund or pay back a portion or all of the funds awarded pursuant to this Grant.
- Notice of Penalties:** The penalty for knowingly making false statements or false entries, or attempts to secure money through fraudulent means, may include fines and/or incarceration and/or forfeiture of funds under applicable state law.

**Authorized Official: (Person listed in section B.2 of contact information)**

**CHARLES WOLF**

X

/ /

Printed name from Section B(2)

Signature

Date

State of Texas

County of \_\_\_\_\_

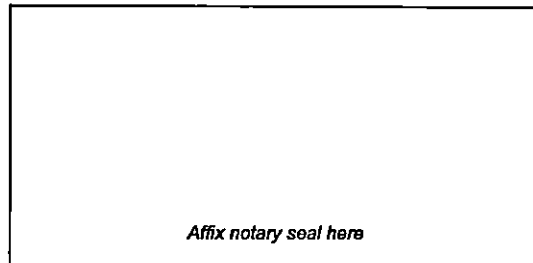
SWORN TO AND SUBSCRIBED before me on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

X \_\_\_\_\_

Notary Public, State of Texas

Notary's printed name: \_\_\_\_\_

Notary's commission expires: \_\_\_\_\_



Affix notary seal here

**\*Secondary Official: (for nonprofits only) \*\*NOTE\*\* A non-profit must have two individuals sign their application. The Authorized Official cannot sign in both places. If the Authorized Official is the Chair of the Board, the Vice-Chair should sign as the secondary.**

X

/ /

Printed name and title

Signature

Date

State of Texas

County of \_\_\_\_\_

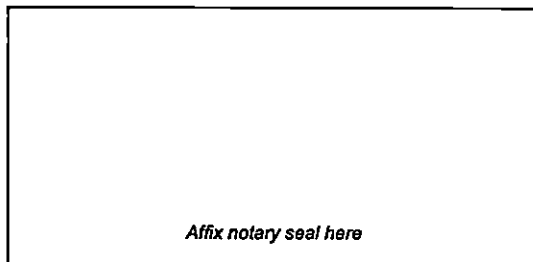
SWORN TO AND SUBSCRIBED before me on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

X \_\_\_\_\_

Notary Public, State of Texas

Notary's printed name: \_\_\_\_\_

Notary's commission expires: \_\_\_\_\_



Affix notary seal here



# Texans Feeding Texans: Home-Delivered Meal Grant Program

## Attachment A – Meal Number Documentation Worksheet

COMMISSIONER SID MILLER

**Applicant Organization:** Winkler County

**Numbers provided below represent meals delivered in the County of :** Winkler

Please indicate the number of home-delivered meals the organization delivered\* during State FY 2020, September 1, 2019 – August 31, 2020, to eligible clients\*\* in the County. The purpose of this page is to assist the organization in determining the total number of meals delivered by the organization. Your organization may update categories as needed.

The organization must maintain sufficient documentation to confirm the meal numbers provided below. This may include, but is not limited to: daily logs, tally sheets, spreadsheets, or any software tracking system. Clients' intake files must also be maintained by the organization. You may be asked to provide backup documentation during the application process or during future monitoring visits.

A	B	C	D	E	F	G	H	I	J
Month	Title III C-2 Meals (AAA)	Program Income Meals (AAA)	COVID - CAREs ACT	Title XX Meals (DADS)	Evercare/ StarPlus Meals	Locally Funded Meals***	Other Meals****	TOTAL Home-Delivered Meals	Congregate Meals (regardless of sources) ●
Sep-19	838	58	0	134	0	434	0	1464	0
Oct-19	876	47	0	141	0	631	0	1695	0
Nov-19	876	82	0	97	0	313	0	1368	0
Dec-19	876	62	0	117	0	369	0	1424	0
Jan-20	876	59	0	66	0	561	0	1562	0
Feb-20	800	46	0	57	0	419	0	1322	0
Mar-20	1004	46	0	88	0	437	0	1575	0
Apr-20	876	52	234	125	0	234	0	1521	0
May-20	876	42	458	120	0	0	0	1496	0
Jun-20	876	44	597	132	0	0	0	1649	0
Jul-20	876	45	674	130	0	0	0	1725	0
Aug-20	1383	163	0	107	0	0	0	1653	0
<b>TOTAL</b>	<b>11033</b>	<b>746</b>	<b>1963</b>	<b>1314</b>	<b>0</b>	<b>3398</b>	<b>0</b>	<b>18454</b>	<b>0</b>

\*Delivered - See TDA's Texans Feeding Texans: Home-Delivered Meals website for a full definition.

\*\*Eligible Clients – Homebound persons 60 years of age or older and/or disabled.

\*\*\*Locally Funded Meals may include meals paid for by fundraising and other private sources, such as United Way.

\*\*\*\* List Other Meal sources on a separate page, if needed. Include meals funded with Texans Feeding Texans: Home-Delivered Meals funds

● Congregate meals are not eligible for consideration and should not be included in the total Home-Delivered Meals number. Applicants must separate home-delivered meals from congregated meals in order to avoid errors in grant calculations.

x Jeanna Wilhelm  
Signature of Organization Representative

10/8/2020  
Date

Jeanna Wilhelm Auditor  
Printed Name and Title

IN THE MATTER OF THE APPOINTMENT OF  
A FIRST ASSISTANT COUNTY AUDITOR  
FOR WINKLER COUNTY, TEXAS  
IN THE DISTRICT COURT OF THE  
109TH JUDICIAL DISTRICT

On this the 16<sup>TH</sup> day of September, 2020, it being made to appear:

1. That there is a necessity requiring the appointment of an assistant auditor of accounts and finances for said county, the title of said officer to be "FIRST ASSISTANT COUNTY AUDITOR OF WINKLER COUNTY, TEXAS";

2. That Renee Suzanne Treadwell is a resident of Winkler County, Texas; that she is a woman of unquestionable good moral character and intelligence, thoroughly competent to perform the duties as may be assigned to her; with at least two years experience in auditing and accounting;

3. That it is to the interest of Winkler County, Texas, and the expeditious transaction of its business that the identity of the person to serve as First Assistant County Auditor of Winkler County, Texas, be immediately made known and declared.

THEREFORE, IT IS HEREBY ORDERED that the said Renee Suzanne Treadwell of Kermit, Winkler County, Texas, be and she is here and now appointed as First Assistant County Auditor of Winkler County, Texas, in accordance with the Texas Local Government Code, Section 84.021. This appointment to be for a period beginning September 23, 2020, and ending September 22, 2022, all in accordance with the provisions of the hereinabove cited statute, said appointment to become effective upon the said Renee Suzanne Treadwell executing bond and taking oath as such First Assistant County Auditor as required by law.

THEREFORE, IT IS FURTHER ORDERED that the said Renee Suzanne Wolf shall be and hereby is authorized to act for the County Auditor during any absence of unavoidable detention of the County Auditor. It is further ordered that the First Assistant County Auditor shall be authorized to discharge such duties as may be assigned to her by the County Auditor and provided by law.

The annual compensation of such First Assistant County Auditor for her services under this order of appointment shall be determined by the County Auditor and District Judge of Winkler County, Texas, during the time for which the said appointment of the First Assistant County Auditor of Winkler County, Texas, shall run. Such annual salary to be paid from the General Fund of said Winkler County, Texas, and paid monthly or by any other distribution at the option of the county.

**CERTIFIED COPY CERTIFICATE**  
**STATE OF TEXAS, COUNTY OF WINKLER**

I hereby certify that the above is a true and correct copy of the original record on file in my office.

SHERRY TERRY, DISTRICT CLERK, WINKLER CO., TX

Attest: October 6, 2020

By S. Terry  
DEPUTY

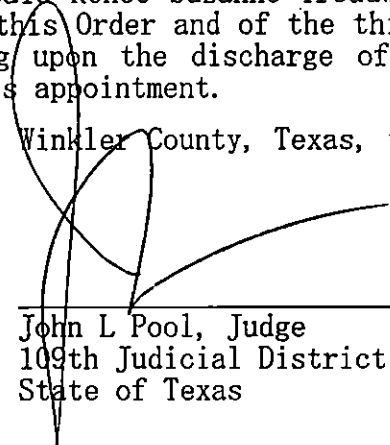
FILED  
THIS 17<sup>th</sup> DAY OF Sept 2020  
AT 1:00 O'CLOCK PM  
S. Terry  
SHERRY TERRY, DISTRICT CLERK  
WINKLER COUNTY, TEXAS


Appointment of a First Assistant  
County Auditor for Winkler County

The said Renee Suzanne Treadwell, within or before the effective date hereof, and before she enters upon the duties of her office hereunder, shall make a good and sufficient surety bond, as provided by law, in the minimum sum of Five Thousand and No/100 Dollars (\$5,000) payable to the County Auditor of Winkler County, Texas, conditioned upon the faithful performance of her duties, such bond to be approved by the County Auditor of Winkler County, Texas. She shall also take the official oath and an additional one in writing stating that she is in every way qualified under the provisions and requirements of this title and giving fully the positions of private or public trust she has heretofore held and the length of service under each. She shall further include in her oath that she will not be personally interested in any contracts with the County of Winkler, Texas.

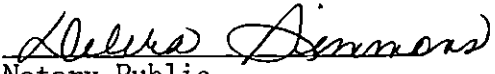
This Order shall be recorded in the Minutes of the District Court of Winkler County, Texas, 109th Judicial District of Texas, and the Clerk thereof shall certify the same for observance, to the Commissioners Court Minutes of Winkler County, Texas. The Clerk shall likewise certify the same to the said Renee Suzanne Treadwell that she may know of her appointment under this Order and of the things required of her to be done before entering upon the discharge of the duty's incumbent upon her by virtue of this appointment.

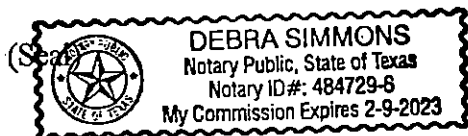
SIGNED AND ORDERED at Kermit, Winkler County, Texas, this the 16<sup>th</sup> day of September, 2020.

  
\_\_\_\_\_  
John L. Pool, Judge  
109th Judicial District  
State of Texas

  
\_\_\_\_\_  
Rhonda Rejean Willhelm  
County Auditor  
Winkler County, Texas

SWORN TO AND SUBSCRIBED BEFORE ME, this the 16th day of September, 2020.

  
\_\_\_\_\_  
Notary Public  
State of Texas



THE STATE OF TEXAS  
COUNTY OF WINKLER

I, Renee Suzanne Treadwell, do solemnly swear that I am in every way qualified to serve and act as First Assistant County Auditor of Winkler County, Texas, under the laws of the State of Texas; that I have held the following positions of trust:

August 1999-Present 1st Assistant Auditor	Winkler County Kermit, Texas
August 1995-August 1999 Assistant Auditor	Winkler County Kermit, Texas
October 1992-July 1995 Bank Teller	Western National Bank Kermit, Texas
January 1992-June 1992 Bookkeeper	Robison, Johnston & Patton Kermit, Texas
March 1987-February 1990 Office Clerk	Ponca Distributing Odessa, Texas


I will not be personally interested in any contracts with Winkler County, Texas.

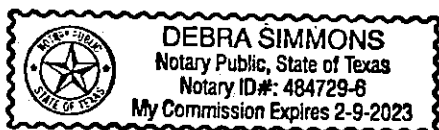
  
Renee Suzanne Treadwell

THE STATE OF TEXAS  
COUNTY OF WINKLER

BEFORE ME, the undersigned authority, on this day personally appeared Renee Suzanne Treadwell, who being by me duly sworn, states on oath that she executed the foregoing instrument for the purpose of presenting her application for the use and information of the honorable Rhonda Rejean Willhelm; and, that it is, within the knowledge of the said Renee Suzanne Treadwell, just, true and correct and that she executed it for the purpose therein stated.

SWORN TO AND SUBSCRIBED BEFORE ME, this the 16th day of September, 2020.

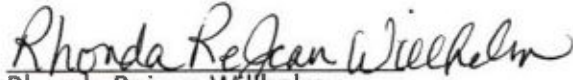
  
Notary Public  
State of Texas





IN THE MATTER OF THE APPOINTMENT OF  
ASSISTANT COUNTY AUDITOR FOR  
WINKLER COUNTY, TEXAS  
IN THE DISTRICT COURT OF WINKLER COUNTY, TEXAS  
109TH JUDICIAL DISTRICT

NOW comes Rhonda Rejean Willhelm, Winkler County Auditor, and submits her list of the assistants sought to be appointed, their duties, qualifications and experience, such list being attached hereto as Exhibit "A". Said Rhonda Rejean Willhelm hereby certifies that the list of assistants, their duties, qualifications, experience and their salaries to be paid to each are true and correct in every respect, and further represents that she will answer all inquiries concerning the qualifications of the persons named, the positions sought to be filled and the reasonableness of the salaries requested.

  
Rhonda Rejean Willhelm  
County Auditor  
Winkler County, Texas

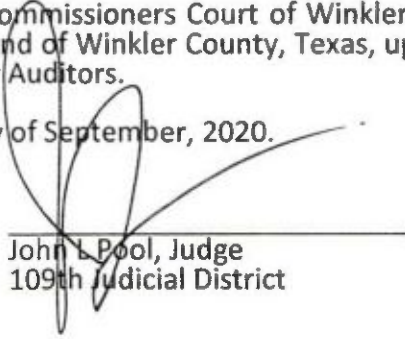
**ORDER**

On this 16th day of September, 2020, the Court having fully considered the above request of the County Auditor of Winkler County, Texas, for the appointment of assistants and having further fully made all necessary inquiries concerning the qualifications of the persons named, the positions sought to be filled, and, after due consideration, the Court finds and does ORDER that all assistants listed on the attached Exhibit "A" are qualified for the positions sought to be filled, and that each position sought to be filled is necessary.

IT IS, THEREFORE ORDERED, that each person named on the attached Exhibit "A" is hereby appointed as an Assistant Winkler County Auditor and that Exhibit "A" is hereby certified to the Commissioners Court of Winkler County, Texas.

IT IS FURTHER ORDERED that the Commissioners Court of Winkler County, Texas, shall order the salaries paid from the General Fund of Winkler County, Texas, upon the performance of services by said Assistant Winkler County Auditors.

SIGNED AND ORDERED this 16th day of September, 2020.

  
John L. Pool, Judge  
109th Judicial District

**EXHIBIT "A"**

**LIST OF ASSISTANTS TO BE APPOINTED**

1. Brenda L. Barron, a resident of Winkler County, Texas, for a period of over two years; a woman of unquestionable good moral character and intelligence; thoroughly competent to perform the duties as may be assigned to her by the County Auditor; with at least two year's experience in the field of business. The annual compensation of such Assistant County Auditor under this order of appointment to be determined by the County Auditor and District Judge of Winkler County, Texas, during the time for which appointment of County Auditor shall run. Such annual salary to be paid from the General Fund of said Winkler County, Texas, and paid monthly or by any other distribution at the option of the county.

**CERTIFIED COPY CERTIFICATE  
STATE OF TEXAS COUNTY OF WINKLER**

I hereby certify that the above is a true and correct copy of the original record on file in my office.

SHERRY TERRY DISTRICT CLERK WINKLER CO., TX

Attest: October 6th 2020

By A. Terry  
DEPUTY



FILED  
THIS 17th DAY OF Sept 2020  
AT 1:00 O'CLOCK P.M.  
A. Terry  
SHERRY TERRY, DISTRICT CLERK  
WINKLER COUNTY, TEXAS

THE STATE OF TEXAS  
COUNTY OF WINKLER

I, Brenda L. Barron, do solemnly swear that I am in every way qualified to serve and act as Assistant County Auditor of Winkler County, Texas, under the laws of the State of Texas; that I have held the following positions of trust:

August 1999-Present Assistant County Auditor	Winkler County Kermit, Texas
October 1998-August 1999 Purchasing Agent	Winkler County Memorial Hospital Kermit, Texas
August 1995-June 1998 Central Supply Clerk	Rural Home Health Kermit, Texas
September 1989-August 1995 Business Office Manager	Kermit HealthCare Center Kermit, Texas
June 1983-October 1988 Bookkeeper, Secretary	McGuire Motor Co. Kermit, Texas

I will not be personally interested in any contracts with Winkler County, Texas.

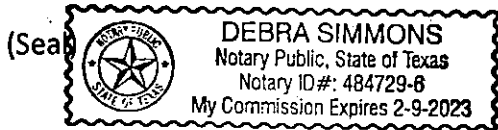
Brenda L. Barron  
Brenda L. Barron

THE STATE OF TEXAS  
COUNTY OF WINKLER

BEFORE ME, the undersigned authority, on this day personally appeared Brenda L. Barron, who being duly sworn, states on oath that she executed the foregoing instrument for the purpose of presenting her application for the use and information of the honorable Rhonda Rejean Willhelm; and, that it is, within the knowledge of the said Brenda L. Barron, just, true and correct, and that she executed it for the purpose therein stated.

SWORN TO AND SUBSCRIBED BEFORE ME, this the 16th day of September, 2020.

Debra Simmons  
Notary Public  
State of Texas



IN THE DISTRICT COURT OF WINKLER COUNTY, TEXAS  
109TH JUDICIAL DISTRICT OF TEXAS  
IN THE MATTER OF THE COMPENSATION TO BE PAID THE  
WINKLER COUNTY AUDITOR AND ASSISTANT AUDITORS

WHEREAS, LOCAL GOVERNMENT CODE, Title 5, Subtitle B, Chapter 152, Subchapter C (152.031; 152.034) amended by Acts of the 71st Legislature, 1989, and Title 3, Subtitle B, (84.021) Acts of the 70th Legislature, 1987, authorizes the setting of salary and expenses of the County Auditor and the salaries of Assistants to the County Auditor.

NOW, THEREFORE, IT IS HEREBY ORDERED that the salary of the County Auditor is fixed and determined by the Court at Ninety-Six Thousand Two Hundred Eighty-One and No/100 Dollars (\$96,281) per annum plus longevity pay as approved and allowed by the Commissioners Court. Said salary shall be paid to her in equal monthly installments, or by any other distribution at the option of the county effective January 1, 2021.

FURTHER, this court sets continuing education and travel expenses for the County Auditor's office at \$3,000 per annum for dues and attendance to seminars, conferences, workshops, area meetings and miscellaneous travel necessary to the performance of the official duties, the amount of expenses to be paid by reimbursement of actual expenses and direct payment through the Commissioners Court.

AND FURTHER, this Court allows \$2,200.00 for supplies and operating expenses, \$1,350.00 for telephone expenses, and \$500.00 for postage. Fringe benefits allowed for the County Auditor and Assistants will be the same as all county employees receive, as approved, allowed and paid by the Commissioners Court. Specifically, those benefits include premiums for health and dental coverage, contributions to Social Security and Medicare, and the retirement plan with the Texas County & District Retirement System. These benefits also include workers' compensation and other insurance that covers county employees. All of these items are considered as part of the County Auditor's budget.

IT IS FURTHER ORDERED by the Court that the Assistant County Auditors of Winkler County shall be paid as follows: the sum of Fifty Thousand Four Hundred Eighty Two and 00/100 Dollars (\$50,482.00) per annum, payable in 26 equal installments, plus appropriate longevity as approved and allowed by the Commissioners Court, shall be paid to Renee Treadwell, First Assistant; and the sum of Forty One Thousand Four Hundred Thirteen and 00/100 Dollars (\$41,413.00) per annum, payable in 26 equal installments, plus appropriate longevity as approved and allowed by the Commissioners Court, shall be paid to Brenda Barron, Assistant.

**CERTIFIED COPY CERTIFICATE**  
STATE OF TEXAS - COUNTY OF WINKLER

I hereby certify that the above is a true and correct copy of the original record on file in my office.

SHERRY TERRY DISTRICT CLERK WINKLER CO., TX

Attest: October 6, 2020

By S. Terry  
DEPUTY

FILED

THIS 17th DAY OF Sept, 2020

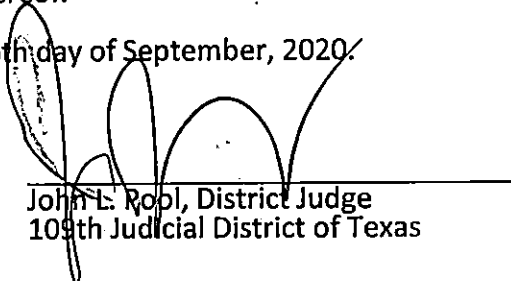
AT 1:00 O'CLOCK P M

S. Terry  
SHERRY TERRY DISTRICT CLERK  
WINKLER COUNTY, TEXAS

WINKLER COUNTY AUDITOR  
COMPENSATION  
Page 2

THIS ORDER shall be copied in the minutes of the District Court of Winkler County, Texas, and a certified copy thereof shall be delivered to the County Clerk of Winkler County, Texas, for copying in the records of the Commissioners Court of Winkler County, Texas, and called to the attention of the members thereof.

SIGNED at Kermit, Texas, on the 16th day of September, 2020.



John L. Rool, District Judge  
109th Judicial District of Texas

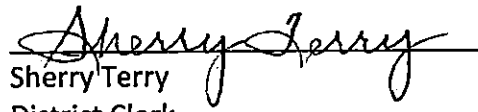
THE STATE OF TEXAS  
COUNTY OF WINKLER

I, Sherry Terry, Clerk of the District Court in and for Winkler County, Texas, do hereby certify that the above and foregoing is a true and correct copy of the original Order of the Court setting the salaries of the Winkler County Auditor and Assistant Auditors, effective January 1, 2021 as the same appears on record in my office Volume     , at page     , Civil Minutes of said District Court.

GIVEN under my hand and seal of office this the 16th day of September, 2020.



(seal)



Sherry Terry  
District Clerk  
Winkler County, Texas

# Parkhill

INVOICE

Please note that our email domain and website have changed to Parkhill.com.

**Total Due this Invoice \$12,461.54**

Honorable Charles Wolf  
County Judge  
Winkler County  
County Courthouse  
PO Drawer Y  
100 E Winkler St  
Kermit, TX 79745

September 28, 2020  
Invoice No: 01409819.00 - 16

Project 01409819.00 Winkler Co Air Hangars  
**Professional Services from August 1, 2020 to August 31, 2020**

Task Construction Admin Services

Submittal reviewed and returned to contractor. Attended site visit and progress meeting. Hangar site sungrade completed and base will be completed in the next two weeks.

**Fee**

Total Fee	74,993.00		
Percent Complete	31.00	Total Earned	23,247.83
		Previous Fee Billing	12,921.29
		<b>Total Fee</b>	<b>10,326.54</b>
		<b>Task Subtotal</b>	<b>\$10,326.54</b>

Task Resident Project Representative

Made site visit and conducted a progress meeting with contractor project manager.

**Professional Personnel**

	Hours	Rate	Amount
Prof Level VI			
Civil & Structural	15.25	140.00	2,135.00
Totals	15.25		2,135.00
<b>Total Labor</b>			<b>2,135.00</b>
		<b>Task Subtotal</b>	<b>\$2,135.00</b>
		<b>Total Due this Invoice</b>	<b>\$12,461.54</b>

**Outstanding Invoices**

Number	Date	Balance
15	8/24/2020	8,498.77
<b>Total</b>		<b>8,498.77</b>



**RETURN REMITTANCE COPY WITH PAYMENT. THANK YOU!**

**BROWN REYNOLDS WATFORD**  
ARCHITECTS



3535 TRAVIS STREET  
SUITE 250  
DALLAS, TEXAS 75204  
214-528-8704  
WWW.BRWARCH.COM

**INVOICE NO. 220-08092**

September 16, 2020

Charles Wolf  
Winkler County  
100 E. Winkler  
Kermit, TX 79745

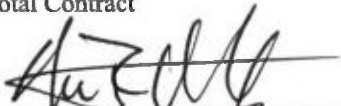


Re: County of Winkler - EMS & Dispatch Station No. 1

BRW Project No: 220020.00

Services rendered through August 31, 2020

	Contract Amount	Percent Complete	Total Complete	Prior Billed	Current Billed
<b>PROFESSIONAL SERVICES</b>					
AS: Programing & Concept Design	18,500.00	100.00	18,500.00	18,500.00	0.00
Schematic Design	64,000.00	100.00	64,000.00	64,000.00	0.00
Design Development	64,000.00	100.00	64,000.00	51,200.00	12,800.00
Construction Documents	96,000.00	30.00	28,800.00	0.00	28,800.00
Bidding	16,000.00	0.00	0.00	0.00	0.00
Construction Administration	80,000.00	0.00	0.00	0.00	0.00
Subtotal	<u>338,500.00</u>	<u>51.79</u>	<u>175,300.00</u>	<u>133,700.00</u>	<u>41,600.00</u>
<b>ADDITIONAL SERVICES</b>					
Geotechnical Report	8,925.00	100.00	8,925.00	8,925.00	0.00
Topographic Survey	11,000.00	100.00	11,000.00	11,000.00	0.00
Civil Engineering	41,600.00	40.00	16,640.00	14,560.00	2,080.00
Boundary Survey	6,820.00	100.00	6,820.00	6,820.00	0.00
Preliminary & Final Platting	11,150.00	0.00	0.00	0.00	0.00
DA Maps & Stormwater Detention	6,500.00	0.00	0.00	0.00	0.00
Landscape & Irrigation Design	14,000.00	40.00	5,600.00	5,600.00	0.00
Structured Slab Design	4,800.00	0.00	0.00	0.00	0.00
Technology & AV Design Services	4,000.00	0.00	0.00	0.00	0.00
Energy Code Commissioning	6,300.00	0.00	0.00	0.00	0.00
Subtotal	<u>115,095.00</u>	<u>42.56</u>	<u>48,985.00</u>	<u>46,905.00</u>	<u>2,080.00</u>
<b>REIMBURSABLE EXPENSES</b>					
Expenses	<u>28,000.00</u>	6.23	<u>1,743.82</u>	<u>1,416.71</u>	<u>327.11</u>
Total Contract	<u>481,595.00</u>	46.93	<u>226,028.82</u>	<u>182,021.71</u>	<u>44,007.11</u>
<b>Invoice Total</b>					<b>\$44,007.11</b>

  
FRED CLIFFORD, AIA, DIRECTOR

# MS Dallas

PO Box 190228  
Dallas, TX 75219

# Invoice

Date 8/7/2020

Invoice # 182096

### Bill To

BRW Architects  
3535 Travis Streets , Suite 250  
Dallas, TX 75204

### Ship To

BRW Architects  
3535 Travis Streets , Suite 250  
Dallas, TX 75204

P.O. No.	Terms	Rep	Project	Ordered By
WINKLER EMS	Net 15	DFB		RYAN LAWRENCE

Num/Sets	Qty	Item	Description	Amount
3	249	1102 15x22	Half Size 15x22	119.52
3	3	1006	Edge Binding	2.97
1	249	3500	Drilling, 3 Holes	2.49
3	3	3501	Screw Post up to 1"	12.93
1	1	9808	Delivery Fee, Standard	14.50

Phone #	Fax #
214-521-7000	214-522-8533

<b>Subtotal</b>	\$152.41
<b>Sales Tax (8.25%)</b>	\$0.00
<b>Total</b>	\$152.41

<b>Balance Due</b>	\$152.41
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YOUR SIGNATURE CONSTITUTES IN FULL RECEIPT OF ORDER AND AGREEMENT WITH TERMS AND CONDITIONS LISTED ON REVERSE. QUESTIONS? PLEASE E-MAIL: ACCOUNTING@MSDALLAS.COM

# MS Dallas

PO Box 190228  
Dallas, TX 75219

# Invoice

Date 9/15/2020

Invoice # 182361

### Bill To

BRW Architects  
3535 Travis Streets , Suite 250  
Dallas, TX 75204

### Ship To

BRW Architects  
3535 Travis Streets , Suite 250  
Dallas, TX 75204

P.O. No.	Terms	Rep	Project	Ordered By
WINKLER EMS	Net 15	DFB		RYAN LAWRENCE

Num/Sets	Qty	Item	Description	Amount
3	276	1101 15X22	Bond Set 15X22	132.48
3	6	1411 15x22	1411 Smart Prints 15x22	9.00
3	3	1006	Edge Binding	2.97
1	282	3500	Drilling, 3 Holes	2.82
3	3	3501	Screw Post up to 1"	12.93
1	1	9808	Delivery Fee, Standard	14.50

Phone #	Fax #
214-521-7000	214-522-8533

Subtotal	\$174.70
Sales Tax (8.25%)	\$0.00
Total	\$174.70

<b>Balance Due</b>	<b>\$174.70</b>
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YOUR SIGNATURE CONSTITUTES IN FULL RECEIPT OF ORDER AND AGREEMENT WITH TERMS AND CONDITIONS LISTED ON REVERSE. QUESTIONS? PLEASE E-MAIL: ACCOUNTING@MSDALLAS.COM