

STATE OF TEXAS

COUNTY OF GAINES

THE HONORABLE COMMISSIONERS' COURT OF GAINES COUNTY MET IN A REGULAR MEETING ON JANUARY 11, 2010 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
CHARLIE LOPEZ	COMMISSIONER PRECINCT #4

VICKI PHILLIPS	COUNTY CLERK
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No. 1 Discuss routine administrative items.

- 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 as presented. The motion was seconded by Commissioner Tharp. The motion carried unanimously. (see attached)

No. 2 Meet with the County Librarian, Jane Bering, to discuss the following items; take action as appropriate on each item in term.

- a. Accepting a gift from the Rotary Club for the Seagraves Library.
Commissioner Yocom made a motion to accept a \$500.00 donation from Seagraves Rotary Club to the Seagraves branch of Library, adding revenue and expenditure lines. The motion was seconded by Commissioner Belt. The motion carried unanimously.
- b. Request for budget amendment to support inventory for software migration at Seagraves branch.
Commissioner Tharp made a motion approving a budget amendment to add 45 hours at \$10.00 per hour, to part time line. The motion was seconded by Commissioner Belt. The motion carried unanimously.
- c. Declaring certain items as surplus.
Commissioner Yocom made a motion approving the declaration of miscellaneous equipment as surplus. The motion was seconded by Commissioner Lopez. The motion carried unanimously. (see attached).
- d. Consider allowing the Library to close on March 11 & 12, so all employees may attend education.
Commissioner Lopez made a motion allowing the library to close on March 11 & 12 for educational training. The motion was seconded by Commissioner Tharp. The motion carried unanimously.

No. 3 Discuss the number of trees to be purchased for County wide applications to provide guidance to Scott Nichols, Golf Course Superintendent, on the preparations and purchase of materials to support operations when the County digs trees.

Commissioner Yocom made a motion to purchase and dig 100 trees. The motion was seconded by Commissioner Lopez. The motion carried unanimously.

No. 4 Follow-up discussion with the County Treasurer, Vicenta Munguia, and County Auditor, Rick Dollahan, of IRS interim findings and assignment of vehicles to individuals who will meet IRS rules for \$3/day benefit.

Vicenta Munguia updated the Court on interim findings from IRS audit, stating

only two employees meet the \$3.00 per day rule. Following a discussion, Joe Nagy, County Attorney, recommended consulting a Tax Attorney. Commissioner Belt made a motion authorizing Judge Keyes to approach a Tax Attorney for the County to consult with, for assistance and guidance through the IRS audit. The motion was seconded by Commissioner Tharp. The motion carried unanimously.

No. 5 Follow-up discussion of environmental clean-up plans at airport, and previous action by Commissioners' Court.

Judge Keyes stated that in a July Court meeting, the Court approved a change in firms for an environmental clean up at the airport. Due to some restructuring of Grimes & Associates, nothing has been done on the clean-up. The Grimes & Associates contract has a 7 day termination clause. Commissioner Tharp made a motion to terminate the cleanup agreement with Grimes & Associates. The motion was seconded by Commissioner Belt. The motion carried unanimously.

No. 6 Discuss continuing the application process for the Energy Efficiency and Conservation Block Grant (EECBG) Program administered by the Comptroller of Public Accounts (CPA) State Energy Conservation Office (SECO), applications due January 15, 2010.

Judge Keyes gave an update on the application process. Commissioner Tharp made a motion to continue with the application process. The motion was seconded by Commissioner Belt. The motion carried unanimously.

No. 7 Consider allowing County Judge and certain other officials to obtain Com Data credit cards.

Com Data offers Mastercard, tailored to Government needs, which gives an annual dividend. Commissioner Yocom made a motion authorizing Judge Keyes to engage with Com Data to compile a list of individuals to obtain a card, if desired, and present to Court at a later date. The motion was seconded by Commissioner Belt. The motion carried unanimously.

No. 8 Consider equipment purchase for Precinct 4.

Commissioner Lopez requested to purchase a Caterpillar Model C41337. Commissioner Lopez made a motion authorizing the purchase of an maintainer for Precinct 4, through the buy board. The motion was seconded by Commissioner Belt. The motion carried unanimously.

No. 9 Consider current subdivision application(s).

None

No. 10 Consider current road crossing request(s).

None

No. 11 Discuss any other items pertaining to County Business; for information purposes only, no action may be taken on these items except to schedule them for a future agenda.

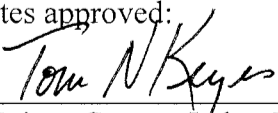
- a. Judge Keyes attended a Transportation Forum regarding future road and mileage tax issues.
- b. Commissioner Belt thanked the Court for the help getting ready for the stock show.

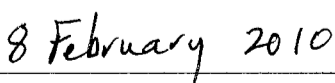
No. 12 Adjourn.

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

The meeting adjourned at 11:10 a.m.

Minutes 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 JANUARY 25, 2010 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
CHARLIE LOPEZ	COMMISSIONER PRECINCT #4

VICKI PHILLIPS	COUNTY CLERK
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No. 1 Discuss routine administrative items.

- a. Payroll
- b. Budget amendments and fund transfers
- c. Accounts payable
- d. Auditor's report
- e. Officer's report

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

No. 2 Meet with Leann Lord to discuss a request for a one time exception to the rules for the use of the Civic Center, also discuss other issues that have developed that might effect the rules for the use of the Civic Center.

Judge Keyes stated that Ms. Lord requested an exception to the 10 p.m. rule, due to new Health Department rules requiring cooking be done onsite. Commissioner Belt made a motion granting a one time exception contingent on answering any insurance concerns, returning with recommendations for a permanent alteration of rules for the use of the Civic Center. The motion was seconded by Commissioner Yocom. The motion carried unanimously. (see attached)

No. 3 Meet with Steve Boyer to discuss the Veteran's Memorial at the Gaines County Park.

Mr. Boyer stated that he is meeting next week with potential contractors, and needs confirmation of what items the Court is willing to take care of. Judge Keyes stated some items requested would need to be considered at budget time. Mr. Boyer stated that the first thing needed is clearing of underbrush. Commissioner Tharp made a motion committing the Court to provide brush clearing along the south side of the Gaines County park prior to the beginning of construction. The motion was seconded by Commissioner Lopez. The motion carried unanimously.

No. 4 Meet with the Golf Professional, Shaun McDonald, to discuss an annual renewal of his Professional Services contract.

Commissioner Belt made a motion to renew the Golf Professional Services contract with its current provisions. The motion was seconded by Commissioner Yocom. The motion carried unanimously.

No. 5 Discuss a bid to put a Duro-Last roof on the Golf Course pro shop.

Judge Keyes stated that he had obtained an estimate for a Dura-Last roof, installed with a slight slope for \$39-\$40,000.00. The Court requested having the company come down and visit with them before voting on this. No action was taken.

No. 6 Meet with the County Treasurer, Vicenta Munguia, to discuss the following items:

- a. Quarterly Investment Report.
Commissioner Belt made a motion to accept and approve the Quarterly Investment Report for the 1st Quarter FY 2010: October, November and December 2009, as presented, and requesting Ms. Munguia get more information on Tex Star as another possible investment pool. The motion was seconded by Commissioner Tharp. The motion carried unanimously. (see attached)
- b. Report on transition to accrual method for vacation and sick leave.
Vicenta Munguia gave an update on the transition to accrual method for vacation and sick leave. No action was taken.
- c. Update on IRS audit and response.
- d. Based on guidance from the IRS, certain employees with vehicles, who have not been charged in the past, will have to be charged \$3/day for commuting. Vicenta Munguia gave an update on the IRS audit, stating the IRS has requested the County pass the Rural County Business Rule and the \$3.00 Commuter Rule, as to the Golf Course and Park, implementing mileage logs and a no personal use policy. Commissioner Tharp made a motion to accept the policies 8.01 and 8.02, current application, until reviewed and approved through the personnel handbook work group. The motion was seconded by Commissioner Yocom. The motion carried unanimously. (see attached)

No. 7 Meet with representatives from NORESCO to discuss plans for renovation work on the Courthouse and any contractual issues.

Mickey West gave an outline for projected Courthouse renovations, stating that the project would be done in two phases, presenting a timeline for Phase 1. Commissioner Lopez made a motion authorizing NORESCO to proceed with Phase 1 and approval for Judge Keyes to sign the contract contingent upon review by the County Attorney. The motion was seconded by Commissioner Tharp. The motion carried unanimously. (see attached)

No. 8 Discuss new information concerning the clean-up effort at the airport, and the possibility of changing engineering companies on the project.

Judge Keyes stated that the Court had previously agreed to terminate the contract with Grimes & Associates, but now has found that Grimes & Associates has been working, were waiting on funding for the fiscal year, and do have plans in place for clean-up. Judge Keyes reporting back to Court, stated that the termination has been put on hold, and will continue under contract with Grimes & Associates as long as they continue to perform.

No. 9 Discuss request for budget transfer to Civil Defense line to provide equipment for field radio maintenance.

Commissioner Belt made a motion to transfer \$3,656.73 out of Reserve into Civil Defense supply line to stock tools, equipment and parts for the field radio maintenance trailer. The motion was seconded by Commissioner Tharp. The motion carried unanimously.

No. 10 Discuss request for budget transfer to the Library to purchase a new software system that will help manage computer usage in the Library.

Commissioner Yocom made a motion transferring \$583.00 from General Fund into Library supply line for the purchase of a software system to track time allowed on public access computers. The motion was seconded by Commissioner Belt. The motion carried unanimously.

No. 11 Discuss a request to consider a long term (3-5 year) plan to pave, or re-pave all the County roads that are in need of more than basic maintenance.

This item was tabled.

No. 12 Discuss declaring items as surplus for Precinct 2.

Commissioner Belt made a motion declaring Unit #2105, a 1988 John Deere motor grader, Serial #DW670BX520092, as surplus. The motion was seconded by

Commissioner Yocom. The motion carried unanimously. (see attached)

No. 13 Discuss declaring items as surplus for Precinct 3.

Commissioner Tharp made a motion declaring Unit #3015 as surplus. The motion was seconded by Commissioner Lopez. The motion carried unanimously. (see attached)

No. 14 Discuss going out for bids for gravel.

Commissioner Tharp made a motion requesting bids for gravel:

Precinct 1-Grade 4 Aggregate

Precinct 2-Grade 4 Aggregate

Precinct 3-Grade 4 Aggregate

Precinct 4-Grade 4 Aggregate

The motion was seconded by Commissioner Lopez. The motion carried unanimously. Sealed bids to be opened on February 22, 2010.

(see attached)

No. 15 Consider approving subdivision application(s).

None

No. 16 Consider approving road crossing request(s).

None

No. 17 Discuss any other items pertaining to County Business; for information purposes only, no action may be taken on these items except to schedule them for a future agenda.

Commissioner Belt thanked the Court for help with the stock show.

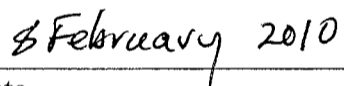
No. 18 Adjourn.

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

The meeting adjourned at 11:25 a.m.

Minutes approved:


By: Gaines County Judge-Tom N. Keyes


Date