

STATE OF TEXAS

COUNTY OF GAINES

THE HONORABLE COMMISSIONERS' COURT OF GAINES COUNTY MET IN A SPECIAL MEETING ON JUNE 2, 2010 AT 1:00 P.M. THE COUNTY JUDGE TOM N. KEYES PRESIDING AND THE FOLLOWING MEMBERS OF THE COURT IN ATTENDANCE.

DANNY YOCOM  
CRAIG BELT  
BLAIR THARP  
CHARLIE LOPEZ

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

VICKI PHILLIPS

COUNTY CLERK

No. 1 Meet with Vernon Ennels, Jr. the Project Manager for NORESKO on the Gaines County Energy Conservation Project for a construction update, discussing project scope of work and project schedule.

Vernon Ennels, Jr., Project Manager for NORESKO, gave the Court a review and update of Phase 1 of construction project.


- a. Lighting, which began June 1<sup>st</sup>, is scheduled to be completed by June 10<sup>th</sup>
- b. Programmable thermostats are completed with the exception of Seagraves and Loop Community Center. They have units that need a circuit board in order to convert the new thermostats. It was agreed not to convert these, to wait and replace these units and thermostats as they die.
- c. All windows should be completed by June 4, 2010, except the window connected to the cooling tower. This window will be installed during Phase 2.
- d. Window abatement complete, with copy of reports to be provided to Gaines County during closeout.
- e. County has issued a change order to replace exterior door/windows at the Courthouse and will be installed the first week of July.
- f. Vernon Ennels submitted an invoice, according to the contract draw schedule of 32%, in the amount of \$320,000.00.  
(see attached)

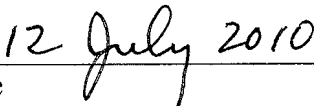
No. 2 Adjourn.

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

The meeting adjourned at 1:28 p.m.

Minutes approved:

  
\_\_\_\_\_  
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 JUNE 14, 2010 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  
CHARLIE LOPEZ

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

VICKI PHILLIPS

COUNTY CLERK

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 Yocom. The motion carried unanimously. (see attached)

No. 2 Meet with the Executive Director of the South Plains Public Health District (SPPHD), Mr. Doak Enabnit, to discuss updating the Interlocal Agreement between Gaines County and the SPPHD.

Mr. Enabnit addressed the Court stating he and Chad Hallum, EMC, had conducted a security assessment of the Civic building, requesting Court approve an Interlocal agreement allowing the Health District to use the Civic building in the event of a disaster or emergency. Mr. Enabnit also stated the state has provided miscellaneous equipment, such as portable generators, MRE's, body bags etc. to the Health District, stored in the preparedness trailer if needed. Commissioner Belt made a motion authorizing Judge Keyes to sign the Interlocal Agreement between Gaines County and South Plains Public Health District. The motion was seconded by Commissioner Tharp. The motion carried unanimously. (see attached)

No. 3 Meet with the County Clerk, Vicki Phillips, to consider advertising for bids to scan and reproduce recording books.

Commissioner Lopez made a motion to advertise for bids to scan and reproduce County Clerk recording books, creating digital images for preservation and disaster recovery. Bids to be opened on July 12, 2010. The motion was seconded by Commissioner Yocom. The motion carried unanimously. Off site storage to be discussed at a later date. (see attached)

No. 4 Meet with Golf Professional, Shaun McDonald concerning tournament requests.

Commissioner Tharp made a motion to approve the tournament requests, as presented by Scott Nichols, Golf Course Superintendent. The motion was seconded by Commissioner Belt. The motion carried unanimously. (see attached)

No. 5 Meet with the County Attorney, Joe Nagy, and the Golf Professional, Shaun McDonald, to discuss issues related to the monthly billing practices at the Golf Course, and proposed changes.

Rick Dollahan stated they currently draft monthly billing on the 1<sup>st</sup> and have until the 30<sup>th</sup> to pay. The constitution states a County cannot extend credit. Joe Nagy stated the solution is to bill for the month prior to play, recommending

billing for two months in September, then begin billing prior to play in October. Commissioner Belt made a motion authorizing changes to billing practices. The motion was seconded by Commissioner Tharp. The motion carried unanimously. (see attached)

No. 6 Meet with Tax Assessor, Susan Shaw concerning the purchase of a new laptop computer.

Susan Shaw stated there are Chapter 19 funds available to be used only for voter registration, and requested approval to purchase a laptop for the Seagraves substation. Commissioner Lopez made a motion approving the purchase of a laptop with the intent to be reimbursed from Chapter 19 funds. The motion was seconded by Commissioner Yocom. The motion carried unanimously.

No. 7 Consider proposed contracts with Carrier Commercial Service for annual inspection and intermittent service on the courthouse chiller unit and related equipment.

Commissioner Belt made a motion authorizing Judge Keyes to sign the contracts with Carrier Commercial Service. The motion was seconded by Commissioner Tharp. The motion carried unanimously. (see attached)

No. 8 Executive Session.

Judge Tom Keyes called for an executive session beginning at 11:05 a.m. in accordance with the provisions in Texas Government Code 551.073, meet in closed session to discuss a proposed gift of maintenance service at the Gaines County Mausoleum.

Court returned to regular session at 11:13 a.m.

Commissioner Lopez made a motion to accept proposed gift at a value of \$69,325.00. The motion was seconded by Commissioner Tharp. The motion carried unanimously. (see attached)

No. 9 Consider entering a Dispenser Sublease Agreement with Georgia-Pacific for paper-saving paper towel dispensers.

Commissioner Lopez made a motion authorizing Judge Keyes to enter into a sublease agreement with Georgia-Pacific. The motion was seconded by Commissioner Yocom. The motion carried unanimously.

No. 10 Discuss the request from Representative Joe Pickett, Chairman of the Texas House of Representatives Committee on transportation for input on the upcoming Legislative session.

This item was tabled for further consideration.

No. 11 Consider designating a satellite location for Precinct 1.

Commissioner Yocom made a motion designating Precinct 1's first satellite location at ½ mile east of FM 303 on CR 126 (north side), a County owned 10 acre tract of land located in the southeast corner of Section 10 Block G. The motion was seconded by Commissioner Lopez. The motion carried unanimously. (see attached)

No. 12 Receive a report on the status of the Employee Handbook work group, consider adoption of handbook or table for additional review.

Following a discussion, the Court agreed to seek review of the handbook by HR attorneys, requesting a report from them. Commissioner Lopez made a motion to table this issue for further consideration in the budget process. The motion was seconded by Commissioner Belt. The motion carried unanimously.

No. 13 Consider current subdivision application(s).

None

No. 14 Consider current road crossing request(s).

Commissioner Tharp, Precinct 3, made a motion to approve a road crossing from KW Land Specialists, Inc. contracted by Southwestern Public Service Company to install two concrete culverts off County Road 304. The motion was seconded by Commissioner Yocom. The motion carried unanimously. (see attached)

No. 15 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.

Judge Keyes stated that he will be out of town for the next Commissioners' Court meeting.


No. 16 Adjourn.

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

The meeting adjourned at 11:16 a.m.

Minutes approved:

  
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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 JUNE 28, 2010 AT 10:00 A.M. THE PRESIDING OFFICER PRO-TEM CHARLIE LOPEZ 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>CHARLIE LOPEZ (PRO-TEM)</u>	<u>COMMISSIONER PRECINCT #4</u>

<u>VICKI PHILLIPS</u>	<u>COUNTY CLERK</u>
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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 Yocom 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)

No. 2 Meet with the County Librarian, Jane Bering, discuss adoption of an Internet Safety Policy for the Library, as required by the Texas State Library and Archives Commission.

Jane Bering presented an Internet Safety Policy as required by the Texas State Library and Archive Commission. Commissioner Tharp made a motion to approve the Internet Safety Policy for the Gaines County Library, as presented. The motion was seconded by Commissioner Belt. The motion carried unanimously. (see attached)

No. 3 Consider a correction to the job classification of the Information Technology Coordinator from Exempt status to Non-Exempt.

Commissioner Lopez stated that this position was classified as exempt by error when position was created. Commissioner Yocom made a motion to change the classification for IT Coordinator to non-exempt. The motion was seconded by Commissioner Belt. The motion carried unanimously.

No. 4 Consider declaring blinds removed during Courthouse window project as salvage, so they can be disposed of.

Commissioner Belt made a motion declaring blinds as salvage. The motion was seconded by Commissioner Tharp. The motion carried unanimously.

No. 5 Consider a request, in Precinct 2, to accept and/or change County Road Inventory.

Commissioner Belt made a motion to change road names to County Roads to align with 911 requirements and County Road Inventory. The motion was seconded by Commissioner Tharp. The motion carried unanimously. (see attached)

No. 6 Consider designating satellite locations for Precinct 2.

Commissioner Belt presented satellite stations for Precinct 2, located at White Rock bus stop and at Higginbotham Community building. Commissioner Belt made a motion to approve the Precinct 2 satellite stations locations, as presented. The motion was seconded by Commissioner Yocom. The motion carried unanimously. (see attached)

No. 7 Consider approving subdivision application(s).

Commissioner Yocom, Precinct 1, made a motion to approve the amendment to Reimer Estates Subdivision as follows: close and abandon that portion of SE Avenue R, lying between Lots 75 through 79 and Lots 80 through 82, Reimer Estates Subdivision located in Section 161 Block G, W.T. Ry. Co. Survey, Gaines County, Texas from the Southeast corner of said Lot 75 westerly to the Southwest corner of said Lot 79, and to extend the 10 foot wide utility easement along the West side of said Lot 79, Southerly to the North line of said Lot 80, as shown on plat. The motion was seconded by Commissioner Belt. The motion carried unanimously. (see attached)

No. 8 Consider approving road crossing request(s).

Commissioner Tharp, Precinct 3, made a motion to approve a road crossing from Energen Resources to cross County Road 308 in Sections 328 & 327 Block G CCSD & RGNG, with a 24" steel casing. The motion was seconded by Commissioner Yocom. The motion carried unanimously. (see attached)

No. 9 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 stated that there are significant problems with wells at the golf course, there will be some expense involved. Commissioner Yocom, Commissioner Tharp and Commissioner Lopez stated they are having water and well issues also.
- b. Rick Dollahan stated we are underway with changes to meet the Jail Commission's requirements of the current jail facility.
- c. Commissioner Lopez suggested reviewing information provided by Allison, Bass & Associates regarding County road maps.

No. 10 Adjourn.

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

The meeting adjourned at 10:24 a.m.

Minutes approved:

  
By: Presiding Officer Pro-Tem/Charlie Lopez

7-12-10  
Date