

STATE OF TEXAS

COUNTY OF GAINES

THE HONORABLE COMMISSIONERS' COURT OF GAINES COUNTY MET IN A REGULAR MEETING ON SEPTEMBER 2, 2020 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	COMMISSIONER PRECINCT #4

TERRI BERRY	COUNTY CLERK
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Teleconference:

In recognition of the public health emergency presented by the pending coronavirus-19 (“COVID-19”) pandemic, and pursuant to an emergency order issued by the Governor of the State of Texas to temporarily suspend certain provisions of TOMA in view of said emergency, a quorum of the Commissioners Court will hold this Special Meeting by telephonic conference call. **Members of the public may call in to this meeting by telephone by calling 1-346-248-7799 and entering the Meeting ID No. 938 956 816**

Members of the public who desire to make public comment during the meeting must register by e-mailing their identity to the following Gaines County (“County”) representative one (1) hour before the meeting start time on the day of the posted meeting: Benette McDonald, Administrative Assistant, Commissioners Court at benette.mcdonald@co.gaines.tx.us.

This meeting will be recorded, and the audio recording will be available on the County’s internet website after the meeting. A copy of the agenda packet for the meeting will be available on the County’s internet website at the time of the meeting at www.co.gaines.tx.us.

During this meeting, the Commissioners Court reserves the right to conduct an executive session/closed meeting session for any purpose authorized by Chapter 551 of the Texas Government Code or other authority, including without limitation sections 551.071 and 551.129, Texas Government Code (consultation with attorney).

9:00 A.M. Regular Meeting

1. Call to order, prayer, pledge
Judge Keyes called the meeting to order with a prayer and pledges of allegiance.
2. Discuss routine administrative items: take action needed;

Commissioner Houston made a motion to approve the Trinity Service Group contract as presented and authorize Judge Keyes to sign the contract. Commissioner Rosson seconded the motion. Motion carried unanimously. (see attached)

Esmeralda Felan, Auditor, stated Schott Nichols, Golf Course Superintendent, had presented an invoice in the amount of \$18,000 for tree trimming and needed court approval to pay the invoice. Commissioner Houston made a motion to authorize the auditor to pay the invoice of \$18,000 for the Golf Course. Commissioner Murphree seconded the motion. Motion carried unanimously.

Commissioner Rosson made a motion to approve the routine administrative items as presented. Commissioner Houston seconded the motion. Motion carried unanimously. (see attached)

3. Consider approving tournament request; take action as appropriate

Commissioner Murphree made a motion to approve tournament request as presented by Shaun McDonald, Golf Pro. Commissioner Rosson seconded the motion. Motion carried unanimously. (see attached)

4. Meet with Toni Polyak to discuss Tocker Grant; take action as appropriate

Tony Polyak stated that once the furniture is ordered, delivered and approved the Tocker Grant would pay \$50,000 towards the purchase. Following much discussion Judge Keyes requested Tony ask the business she orders furniture if they would accept a purchase order or were on Buy Board. Judge Keyes stated at this time the court stated she could move forward with the process.

5. Consider making adjustments in the schedule of Regular Meeting dates for the Commissioners Court for the upcoming Fiscal Year due to conflict with holidays and other events; take action as appropriate

Commissioner Houston made a motion to approve changing Commissioner Court dates as follows:

a) Wednesday October 28, 2020 to Tuesday October 27, 2020 (Agri Life Judge/Commissioners meeting- Lubbock)

b) Wednesday November 25, 2020 to Tuesday November 24, 2020 (Thanksgiving Holiday)

c) Wednesday December 23, 2020 to Tuesday December 22, 2020 (Christmas Holiday)

Commissioner Rosson seconded the motion. Motion carried unanimously.

6. Consider authorizing a variance for installation of a septic system in Precinct 1; take action as appropriate

Commissioner Rosson made a motion to approve Robert Layton a variance to install a new septic system. Commissioner Murphree seconded the motion. Motion carried unanimously.

7. Consider authorizing the County Judge to electronically sign the documents for Gaines County to participate in the FY 2021 RAMP Grant; take action as appropriate

Commissioner Murphree made a motion to authorize Judge Keyes to electronically sign documents for the FY 2021 RAMP Grant. Commissioner Rosson seconded the motion. Motion carried unanimously. (see attached)

8. Consider approving the purchase of Christmas décor for the courthouse lawn; take action as appropriate

None

11. Discussion and potential action regarding all issues deemed necessary or desired at this time by the Commissioners Court for the County response to the pending COVID-19 emergency, including:
 - a. consider amending and approving a declaration of a disaster, as authorized by law, due to a public health emergency;
 - b. consider amending and approving policies and operating procedures for controlling public access (including the limitation of public access) to the Gaines County Courthouse and all other buildings, structures, offices, or properties owned, leased, or operated by the County;
 - c. consider amending and approving policies and operating procedures (including public health protocols) for the protection of the public, County employees, and County officials;
 - d. consider amending and approving policies and operating procedures for protecting County infrastructure (including public health measures and procedures designed to clean and make safer properties, buildings, structures, business offices and work spaces);
 - e. consider amending and approving policies and operating procedures for the provision of on-going essential or desired services of the County and other public offices and agencies, including without limitation the continued work and functioning of the (i) Commissioners Court, (ii) the County's local court, financial, tax, and administrative systems, including without limitation the District Court, County Court, Justice of the Peace Courts District Attorney, County Attorney, District Clerk, County Clerk, County Sheriff's Department and County Jail, Texas Department of Public Safety, County Treasurer, County Tax Assessor-Collector, County Auditor, Adult and Juvenile Probation Departments, Veterans Services Officer, County library system, County museums, (iii) the County public road system and airport, and (iv) the County emergency management system, including fire, ambulance, and local law enforcement service and coordination; and
 - f. consider amending and approving employment policies and procedures for the County's employees and officials.

Commissioner Rosson made a motion to approve Disaster Declaration # Order #20-09-02-01 as presented with no changes. Commissioner Houston seconded the motion. Motion carried unanimously. (see attached)

12. 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,

Commission Murphree stated Zack Holbrooks, Health Department, stated he would do his own variances regarding septic systems and present to each Commissioner to present in court. Judge Keyes stated he would reword the stipulation regarding variances in the Subdivision Regulations.

Commissioner Rosson state he was contact by Walker Sims regarding bids for fuel. Following discussion Judge Keyes stated going out for bids for Red & Green diesel, gasoline and propane would be place on September 16th Agenda.

13. Adjourn;

Commissioner Rosson made a motion to adjourn. Commissioner Houston seconded the motion. Motion carried unanimously.



Terri Berry

Terri Berry, County Clerk
Clerk of Commissioner's Court
Gaines County, Texas

NOTICE TO THE PUBLIC

Pursuant to Chapter 551, Texas Government Code, written notice is hereby given of a Regular Public Hearing concerning the District Clerk Archive fee to be held at 9:00 O'clock A.M. on the 8th day of September, 2020, at the County Courtroom, Courthouse, Seminole, Gaines County, Texas, that notice of such meeting was posted the 4th day of September, 2020, the agenda at said meeting consists of the following:

1. Conduct a public hearing on the District Clerk's Record archive fee
Susan Murphree, District Clerk called the Public meeting to order regarding the Archive fee. With no public in attendance and no comments after 5 minutes the meeting adjourned
2. Adjourn;
Meeting adjourned at 9:10

STATE OF TEXAS §
COUNTY OF GAINES §

I, Terri Berry, Gaines County Clerk, attest that the foregoing is a true and accurate accounting of the Commissioners Court's authorized proceedings for September 8, 2020.



A handwritten signature in cursive script that reads "Terri Berry".

Terri Berry, County Clerk
Clerk of Commissioner's Court
Gaines County, Texas

STATE OF TEXAS

COUNTY OF GAINES

THE HONORABLE COMMISSIONERS' COURT OF GAINES COUNTY MET IN A REGULAR MEETING ON SEPTEMBER 16, 2020 AT 9:00 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

TERRI BERRY

COUNTY CLERK

Teleconference:

In recognition of the public health emergency presented by the pending coronavirus-19 ("COVID-19") pandemic, and pursuant to an emergency order issued by the Governor of the State of Texas to temporarily suspend certain provisions of TOMA in view of said emergency, a quorum of the Commissioners Court will hold this Special Meeting by telephonic conference call. **Members of the public may call in to this meeting by telephone by calling 1-346-248-7799 and entering the Meeting ID No. 938 956 816**

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9:00 A.M. Regular Meeting

1. Call to order, prayer, pledge

Judge Keyes called the meeting to order with a prayer and pledges of allegiance.

2. Discuss routine administrative items: take action needed;

3. Consider approving the District Clerk's annual Records Management and Preservation budget and plan; take action as appropriate

Commissioner Houston made a motion to approve the District Clerk's annual Records Management and Preservation budget and the Records Archive fee of \$10 as presented by Susan Murphree, District Clerk. Commissioner Rosson seconded the motion. Commissioner Murphree sustained from the motion. (see attached)

4. Consider authorizing the County Judge to contract with Mr. Brown's Tree Trimming Service to trim the all trees on the Courthouse grounds; take action as appropriate

Judge Keyes stated with the new cameras installed on the outside of the Courthouse the trees were blocking the view and he had received an estimate from Mr. Brown's Trees in the amount of \$2,000.00 to trim the trees on the courthouse grounds. Commissioner Rosson made a motion to authorize Mr. Brown's Trees to trim the trees on the courthouse grounds. Commissioner Belt seconded the notion. Motion carried unanimously. (see attached)

5. Meet with Toni Polyak to get an update on the Tocker Grant; take action as appropriate

Toni Polyak, Seagraves Librarian, stated she had resubmitted bids to 12 vendors and would receive a response by September 23rd. She stated that a PO # was not an issue with any of the vendors. No action taken

6. Consider making adjustments in the schedule of Regular Meeting dates for the Commissioners Court for the upcoming Fiscal Year due to conflict with holidays, Veterans Day, November 11, 2020; take action as appropriate

Commissioner Rosson made a motion to reschedule Commissioners Court on Wednesday, November 11, 2020 due to Veterans Day Holiday to Tuesday November 10, 2020. Commissioner Houston seconded the motion. Motion carried unanimously. (see attached)

7. Consider reviewing and accepting the golf professionals contract; take action as appropriate

Commissioner Rosson made a motion to approve Shaun McDonald, Golf Professional's annual contract and House Rental contract as presented. Commissioner Murphree seconded the motion. Motion carried unanimously (see attached)

8. Consider approving tournament requests; take action as appropriate

Commissioner Murphree made a motion to approve Tournament request as presented by Shaun McDonald, Golf Pro. Commissioner Rosson seconded the motion. Motion carried unanimously. (see attached)

9. Consider approving Sheriff's forfeiture fund budget; take action as appropriate

Ronny Pipkin, Sheriff, stated 2 checks were issued out of the forfeiture fund as follows: \$39,400.00 for a Chevrolet Pickup and \$2,790.00 for a field breath testing device with a total of \$42,190.00 and the remaining balance is \$9,955.06. Commissioner Rosson made a motion to approve the Sheriff's forfeiture fund as presented. Commissioner Belt seconded the motion. Motion carried unanimously.

10. Consider approving US Fleet Tracking Contract for the Sheriff's Office; take action as appropriate

Ronny Pipkin, Sheriff, stated the US Fleet Tracking Contract also provided a GPS device on each unit and they are 2 years old and out of date. He stated if the contract was renewed for a year then the GPS device would be free and the monthly cost of the contract was \$29.95 per unit which would be \$389.35 a month. Commissioner Murphree made a motion to approve the US Fleet Tracking Contract. Commissioner Belt seconded the motion. Motion carried unanimously.(see attached)

13. Consider approving contract for grant payments for senior meal for FY 2021; take action as appropriate

Commissioner Rosson made a motion to approve the Area Agency on Aging of the Permian Basin Regional Planning Commission contract for congregate and home delivered meals as presented. Commissioner Belt seconded the motion. Motion carried unanimously. (see attached)

14. Open bids for Asphalt and related products; take action as appropriate

Commissioner Rosson made a motion to approve a bid from Holly Frontier for asphalt. Commissioner Belt seconded the motion carried unanimously. (see attached)

*** The following bids were received for #15-Sand, #16 Gavel hauling, #17 MC-30 and #18-Aggregate:**

- 1) Asphalt & Fuel Supply
- 2) Janie Menix
- 3) RCF Regional Transport, LLC
- 4) West Star Lands LLC, Franz Rempel
- 5) R. E. Janes Gravel Co.
- 6) Peter Letkeman
- 7) Constructors, Inc,
- 8) Statewide Transport LLC
- 9) 4K Materials
- 10) Pro Aggregate LLC

Commissioner Houston made a motion to accept all bids as presented with the exception that each bid received is required to complete TxDot paperwork and return for bids to be finalized. Commissioner Murphree seconded the motion. Motion carried unanimously. (see attached)

15. Open bids for Sand; take action as appropriate

(*see above)

16. Open bids for Gravel hauling; take action as appropriate

(*see above)

17. Open bids for MC-30; take action as appropriate

(*see above)

18. Open bids for all Aggregate; take action as appropriate

(*see above)

19. Consider approving subdivision application(s) and/or requests for exceptions or variances; take action as appropriate

Commissioner Rosson made a motion to approve a variance for a septic tank on CR 402 in Precinct 1 for Jacob Klassen. Commissioner Houston seconded the motion. Motion carried unanimously. (see attached)

20. Consider approving road crossing request(s); take action as appropriate

Non

21. Discuss any other items pertaining to County Business; for information purposes only, no action

22. Adjourn;

Commissioner Belt made a motion to adjourn the meeting. Commissioner Rosson seconded the motion. Motion carried unanimously.

Meeting Adjourned at 10:35a.m.

STATE OF TEXAS §
COUNTY OF GAINES §

I, Terri Berry, Gaines County Clerk, attest that the foregoing is a true and accurate accounting of the Commissioners Court's authorized proceedings for September 16, 2020.



A handwritten signature in cursive script that reads "Terri Berry". The signature is written in black ink and is positioned above the printed name and title.

Terri Berry, County Clerk
Clerk of Commissioner's Court
Gaines County, Texas

STATE OF TEXAS

COUNTY OF GAINES

THE HONORABLE COMMISSIONERS' COURT OF GAINES COUNTY MET IN A REGULAR MEETING ON SEPTEMBER 30, 2020 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

TERRI BERRY	ABSENT	COUNTY CLERK
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Teleconference:

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9:00 A.M. Regular Meeting

1. Call to order, prayer, pledge
Judge Keyes called the meeting to order with a prayer and pledges of allegiance.
2. Discuss routine administrative items: take action needed;
 - a. Last month’s minutes

administrative items as presented. Commissioner Murphree seconded the motion. Motion carried unanimously. (see attached)

3. Meet with Jo Louis concerning complaints about events near Whiterock; take action as appropriate

Jo Louis stated there were bands playing in the open fields and the loud music needed controlled and there were drugs in use and trash in the fields. He stated the need for an ordinance or the sheriff's office to patrol the area during the times the bands were playing. Ronnie Pipkin, Sheriff, stated he would send deputies to patrol the area.

4. Meet with Zack Holbrooks director of SPHD concerning adjustments in the Health Dept. OSSF rules; take action as appropriate

Zack Holbrooks, SPHD, discussed updates and statistics on COVID 19 and the Health Department OSSF rules. Commissioner Houston made a motion to approve adjustments in the Health Dept. OSSF rules as presented. Commissioner Murphree seconded the motion. Motion carried unanimously.

5. Receive a status report on the Seagraves Library from Wayne Gondack; take action as appropriate

Wayne Gondack stated there were no changes in the contract amount and things were going as planned. No action taken

6. Meet with Toni Polyak to get an update on the Tocker Grant; take action as appropriate

Tony Polyak, Seagraves Librarian, presented a spreadsheet showing the total cost of the new furniture at the library \$79,536.12 . She stated the Tocker Grant would pay \$50,000.00 of that amount. Commissioner Rosson made a motion to approve the amount of the purchase of the new furniture as presented. Commissioner Belt seconded the motion. Motion carried unanimously. (see attached)

7. Meet with Sabra Hall to consider accepting gifts, declaring books surplus and transferring surplus books to the Friends of the Gaines County Library for the Fall book sale; take action as appropriate

Commissioner Murphree made a motion to approve transferring surplus books in the amount of \$2,272.00 to the friends of the Gaines County Library as presented by Sabra Hall, Gaines County Library. Commissioner Houston seconded the motion. Motion carried unanimously. (see attached)

8. Consider authorizing the Elections Administrator to apply for a grant from the Secretary of State to help defer costs for the upcoming election; take action as appropriate

Judge Keyes stated that Patricia Roberson, Elections Administrator, is applying for a state grant of \$5,000 to defer cost of hiring a part time employee, Lena Rempel. Judge Keyes stated Lena Rempel would be fulltime during the time that Patricia is out sick. Commissioner Murphree made a motion to authorize Patricia Roberson, Elections Administrator to apply for a grant from the Secretary of State. Commissioner Belt seconded the motion. Motion carried unanimously.

9. Consider approving the sale of hangers A4 and B3 at the Gaines County Airport; take action as appropriate

Commissioner Murphree made motion to approve the transfer of the sale of Hanger B3 from Tim Wiebe to Bobby Teichroeb and Hanger A4 from Heinrich Peters to Abraham Reimer. Commissioner Houston seconded the motion. Motion carried unanimously. (see attached)

10. Consider an order setting the regular term of the Gaines County Commissioners Court for FY 2021, IAW LGC 81.005; take action as appropriate

12. Consider renewal of service agreement with DBT Transportation for AWOS maintenance and NADIN Data Service (weather reports) for the Gaines County Airport; take action as appropriate

Commissioner Murphree made a motion to approve the renewal service agreements with DBT Transportation for AWOS maintenance and NADIBN Date Service as presented in the amount of \$5,599.00 per year beginning September 1, 2020. Commissioner Rosson seconded the motion. Motion carried unanimously. (see attached)
13. Consider approving a service contract with Hobart Services for kitchen equipment at the Gaines County Jail; take action as appropriate

Commissioner Houston made a motion to approve a service contract with Hobart Services for kitchen equipment at the Gaines County jail in the amount of \$1,522.00. Commissioner Belt seconded the motion. Motion carried unanimously. (see attached)
14. Consider accepting gifts for the Sherriff's office; take action as appropriate

Ronnie Pipkin stated he had received various checks from individuals for a memorial for Doyle Fincher and would like approval to accept these as gifts. Commissioner Houston made a motion to accept the gifts of donations for a memorial for Doyle Fincher. Commissioner Rosson seconded the motion. Motion carried unanimously. (see attached)
15. Consider approving medical services contract for the Sherriff's Office; take action as appropriate

Commissioner Murphree made a motion to approve the medical contract for the inmates at the Gaines County Jail with Dr. Michael Watson as presented. Commissioner Rosson seconded the motion. Motion carried unanimously. (see attached)
16. Consider accepting a gift from deKor Ship n More owner, Kyle Burleson for the Courthouse; take action as appropriate

Kyle Burleson with deKor Ship N More presented a gift of a small bale of hay to the Courthouse which is displayed inside the courthouse on the 2nd floor entryway. Commissioner Rosson made a motion to accept the gift from Kyle Burleson from deKor Ship N More. Commissioner Murphree seconded the motion. Motion carried unanimously.
17. Consider going out for bids for Prect. 4 for reconstruction on caliche roads as part of the TxDoT CTIF Program; take action as appropriate

Commissioner Belt made a motion to go out for bids for reconstruction of county roads 418, 439 & 428 from dirt to caliche in Precinct 4 and bids to be received no later than October 26, 2020 to be opened on October 27, 2020. Commissioner Rosson seconded the motion. Motion carried unanimously. (see attached)
18. Consider two contracts with Trane, one is for installation of Aire Ionizers as part of a pilot project at the jail to prevent the spread of COVID-19, reimbursable through the CARES funds, second is a multi-year service contract for the new AC at the new Seagraves Library; take action as appropriate

Commissioner Rosson made a motion to approve 2 Trane contracts as presented on (1) installation of Aire Ionizers in the jail to prevent the spread of COVID 19 (2)new AC at the new Seagraves Library. Commissioner Belt seconded the motion. Motion carried unanimously. (see attached)
19. Consider naming nominees for the Gaines County Appraisal District Board of Directors; take action as appropriate

Following much discussion Kyle Freeman does not want to serve another term and this item is

None

22. Consider approving road crossing request(s); take action as appropriate

None

23. 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,

None

24. Adjourn;

Commissioner Belt made a motion to adjourn the meeting. Commissioner Rosson seconded the motion. Motion carried unanimously.

Meeting adjourned at 10:30a.m.

STATE OF TEXAS §
COUNTY OF GAINES §

I, Terri Berry, Gaines County Clerk, attest that the foregoing is a true and accurate accounting of the Commissioners Court's authorized proceedings for September 30, 2020.



Terri Berry

Terri Berry, County Clerk
Clerk of Commissioner's Court
Gaines County, Texas