

STATE OF TEXAS

COUNTY OF GAINES

THE HONORABLE COMMISSIONERS' COURT OF GAINES COUNTY MET IN A REGULAR MEETING ON AUGUST 8, 2018 AT 9:00 A.M. THE COUNTY JUDGE TOM N. KEYES PRESIDING AND THE FOLLOWING MEMBERS OF THE COURT IN ATTENDANCE.

BRIAN ROSSON

COMMISSIONER PRECINCT #1

CRAIG BELT

COMMISSIONER PRECINCT #2

DAVID MURPHREE

COMMISSIONER PRECINCT #3

BIZ HOUSTON

COMMISSIONER PRECINCT #4

VICKI PHILLIPS

COUNTY CLERK

Court observed a moment of silence followed by the opening invocation given by Judge Keyes, who then led the pledge to the flags. The meeting was called to order at 9:00 a.m.

1. Discuss routine administrative items: take action needed:

- a. 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 approving the routine administrative items as presented. Commissioner Houston seconded the motion. Carried unanimously. (See attached)

2. Consider approving the FY 2019 SAVNS Maintenance Grant Contract with the Attorney General's office; take action as appropriate

Judge Keyes presented the SAVNS grant for approval. Commissioner Belt made a motion approving the annual renewal of the contract authorizing the Judge to sign the contract online, followed by a second from Commissioner Houston. Motion carried unanimously. (See attached)

3. Consider renewing the contract for Code Red services with Emergency Communications Network; take action as appropriate

Judge Keyes presented the Code Red contract for renewal. Commissioner Belt made a motion to renew the contract, with a second by Commissioner Houston. Motion carried unanimously. (See attached)

4. Consider approving surplus; take action as appropriate

Judge Keyes presented items for surplus: 1998 Ford Ambulance, Evaporative Coolers, 10 Burner Stove, Exhaust Fans, beverage Air Coolers. Commissioner Rosson made a motion to declare these items as surplus, to be listed on Gov-Deals. Commissioner Belt seconded the motion. Carried unanimously. (See attached)

5. Consider joining ARCIT, Association of Rural Communities in Texas; take action as appropriate

Judge Keyes stated the dues to join ARCIT Association are \$395.00. This item tabled for more information.

6. Consider approving the proposed County Holidays for calendar year 2019; take action as appropriate

Judge Keyes presented proposed County Holidays. Commissioner Rosson made a motion approving the 2019 holidays. Commissioner Belt seconded the motion. Carried unanimously. (See attached)

7. Consider approving public notice concerning Indigent Health Care Program; take action as appropriate

Benette McDonald presented the notice required to be posted every year. Commissioner Murphree made a motion approving the Indigent Health Care Program notice to the public. Commissioner Rosson seconded the motion. Carried unanimously. (See attached)

8. Consider approving contract(s) for juvenile services; take action as appropriate

Judge Keyes presented contracts from Randall County, Garza County, Abraxas in San Antonio, Lubbock County Justice Juvenile, and Youth Opportunity Rockdale Academy. Commissioner Belt made a motion approving the contracts as presented, followed by a second from Commissioner Rosson. Motion carried unanimously. (See attached)

9. Meet with Joe Nagy concerning Industrial Scientific contract for H2s monitors; take action as appropriate

County Attorney Joe Nagy spoke to the court regarding issues with the contract with Industrial Scientific, stating jurisdiction would be in Pennsylvania and the issue of indemnifying them. Nagy stated by law they cannot indemnify them. The court authorized Robert Barrett to discuss these items with Industrial Scientific. This item tabled for further discussions.

10. Consider authorizing the auditor's office to issue a credit card for Prect 1 foreman; take action as appropriate

Commissioner Rosson requested issuance of a credit card for Prect 1 foreman. Commissioner Houston made a motion authorizing the auditor to issue a credit card to the Prect 1 foreman. Commissioner Belt seconded the motion. Carried unanimously.

11. Consider authorizing the auditor's office to issue a credit card for prescriptions; take action as appropriate

Sheriff Pipkin requested a credit card from CVS pharmacy for inmate prescriptions. Auditor Rick Dollahan shared information regarding this and other options which he is currently working on. Commissioner Belt made a motion authorizing a credit card for the jail and indigent for emergencies. Commissioner Rosson seconded the motion. Carried unanimously. (See attached)

12. Consider approving subdivision application(s); take action as appropriate

None

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

None

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

- a. Michael Roark requested using the Gaines County Park on Oct. 27th for a car show. Roark asked if the show cars could be placed on the grass. This item will be placed on the agenda in 2 weeks to discuss further. Roark will bring a layout and the party house schedule will be checked.
- b. Commissioner Belt stated plaintiff in lawsuit is wanting to settle. Judge Keyes gave an update of the case in appeal.
- c. Commissioner Houston stated the full scale cemetery layout is coming.
- d. Commissioner Murphree stated he visited with J&L regarding women's bathrooms at the golf course. They are willing to donate materials. Different options were discussed.

BREAK at 10:00 a.m.

RECONVENE at 10:10 a.m.

15. Budget workshop; take action as appropriate

Auditor Dollahan stated the budget was posted and all notices have been published. Dollahan reviewed the budget and tax rates. Part time and extra help was discussed, clarifying max hours and pay wording.

16. Adjourn:

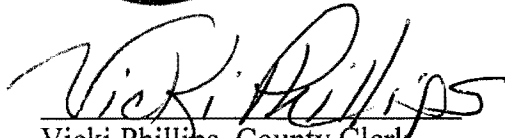
Commissioner Belt made a motion to adjourn, followed by a second from Commissioner Rosson. Motion carried unanimously.

Meeting was adjourned at 10:27 a.m.

STATE OF TEXAS §
COUNTY OF GAINES §

I, Vicki Phillips, Gaines County Clerk, attest that the foregoing is a true and accurate accounting of the Commissioners Court's authorized proceedings for August 8, 2018.




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

FY 2019 County Wide Equalization Hearing

August 22, 2018 8:30 a.m.

Begin 8:30 a.m.

In attendance are: County Judge Tom Keyes, County Auditor Rick Dollahan, County Clerk Vicki Phillips, Deputy Clerk Terri Berry, Chief Assistant Auditor Nadine Gonzales, and Assistant Auditor/Financial System Manager Esmeralda Felan

1. Public Hearing on the FY 2019 County Wide Equalization Budget; at the conclusion of the public hearing, take action as appropriate and adopt the FY 2019 County Wide Equalization Budget

Judge Keyes called the public hearing to order and opened the floor for public comment. Judge Keyes allowed 5 minutes for any comments. There was no public in attendance. Judge Keyes closed the hearing for lack of any comments. Keyes stated this proposed budget will reduce the CWE by 3%.

FY 2019 CWE Allocations:

Seminole ISD \$8,040,996.72
Seagraves ISD \$1,597,510.03
Loop ISD \$ 367,796.07
CWE TOTAL \$10,006,302.72

ALLOTMENTS

2. Discuss the proposed tax rate to fund the Tax Year 2018/ FY 2019 CWE Tax; take action as appropriate

Judge Keyes stated the proposed tax rate to fund CWE will be set at \$0.301295, down from FY2018 rate of \$0.320305. Keyes stated he has asked the schools to begin reducing the CWE budget.

3. Consider and adopt the County Wide Equalization Tax Rate for FY 2019

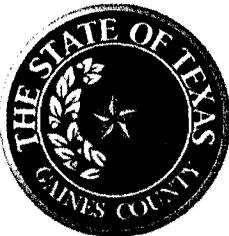
Judge Keyes adopted the CWE FY 2019.

Public Meeting Adjourned at 8:41 a.m.

STATE OF TEXAS §

COUNTY OF GAINES §

I, Vicki Phillips, Gaines County Clerk, attest that the foregoing is a true and accurate accounting of the County Court's authorized proceedings for August 22, 2018.



Vicki Phillips

Vicki Phillips, County Clerk

Gaines County, Texas

7. Meet with Shelby Concotelli to consider two requests: 1-concerning 2018 911 map 2-occasional use of parking lot for food vendors; take action as appropriate
 - a. Shelby Concotelli, Chamber Director, requested the county sponsor the back cover for the 911 map at a cost of \$1,000.00. Commissioner Houston made a motion approving the map cover, followed by a second from Commissioner Belt. Motion carried unanimously
 - b. Concotelli requested use of the south parking lot for food vendors once a month during chamber meetings. Commissioner Rosson made a motion approving, following by a second from Commissioner Murphree. Motion carried unanimously.
8. Consider approving quarterly report; take action as appropriate

County Treasurer Michael Lord presented the 3rd Quarterly Report. Commissioner Belt made a motion approving as presented. Commissioner Houston seconded the motion. Carried unanimously. (See attached)
9. Consider amending the catastrophic leave policy; take action as appropriate

County Treasurer Michael Lord requested a change in the elected officials terms of service on the catastrophic committee. Commissioner Belt made a motion to modify the elected officials term from 1 year to a term of 2 years. Commissioner Rosson seconded the motion. Carried unanimously.
10. Consider approving appointments of Election Judges and contracts for conducting elections for the City of Seminole, City of Seagraves, and Loop ISD on the November 6, 2018 ballot; take action as appropriate

Election Administrator Patricia Roberson presented a list of election judges for approval, to serve a one year term beginning August 1, 2018. Roberson also requested approval of contracts to conduct elections. Commissioner Houston made a motion to approve the judges and contract. Commissioner Belt seconded the motion. Carried unanimously. (See attached)
11. Consider the County's continuing support for the High School bonfire; take action as appropriate

After discussion Commissioner Belt made a motion to deauthorize use of Gaines County Park property for use of the High School bonfire. Commissioner Murphree seconded the motion. Carried unanimously.
12. Consider approving a Buy Board contract with Hart to purchase election equipment; take action as appropriate

Judge Keyes presented a contract with Hart for a Buy Board purchase of election equipment. Commissioner Belt approved the contract followed by a second from Commissioner Rosson. Motion carried unanimously. (See attached)

BREAK AT 9:51 a.m.; RECONVENE AT 9:58 a.m.

13. Consider a proposal to contract with Allison, Bass & Magee, L.L.P. for assistance with Precinct Redistricting scheduled for 2021; take action as appropriate

Judge Keyes presented a proposed contract with Allison, Bass & Magee for redistricting assistance. Commissioner Belt made a motion approving the contract, followed by a second from Commissioner Rosson. Motion carried unanimously. (See attached)
14. Consider approving contract for Indigent Defense for District Court for FY 2019; take action as appropriate

County Auditor Rick Dollahan presented a contract for Indigent Defense, with Gaines County's share at \$25,678.00. Commissioner Rosson made a motion approving the contract, with a second by Commissioner Murphree. Motion carried unanimously. (See attached)
15. Consider increasing the number of disabled parking spots on the south side of the Courthouse; take action as appropriate

After discussion, Commissioner Belt made a motion to take three non-handicap parking spaces on the south west side of the courthouse and convert them to two handicap spaces. Commissioner Houston seconded the motion. Carried unanimously.

16. Consider accepting a grant from the State of Texas to pay for the Software Hosting Agreement for the Gaines County Juvenile Probation Office; take action as appropriate
Commissioner Belt made a motion to accept the grant with a second by Commissioner Murphree. Motion carried unanimously. (See attached)
17. Consider approving contract(s) for juvenile services; take action as appropriate
Commissioner Houston made a motion approving the renewal contract with Concho Valley Home for girls. Commissioner Rosson seconded the motion. Carried unanimously. (See attached)
18. Consider approving a Statement of Agreement for FY 2019 between Gaines County and West Texas Centers; take action as appropriate
Commissioner Rosson made a motion approving the agreement with West Texas Centers, followed by a second from Commissioner Belt. Motion carried unanimously. (See attached)
19. Consider declaring items as surplus for Precinct 1; take action as appropriate
Commissioner Rosson made a motion to declare scrap junk iron as salvage to sell, with a second by Commissioner Houston. Motion carried unanimously.
20. Consider declaring items as surplus for Precinct 4; take action as appropriate
Commissioner Houston made a motion to declare 2 X Mark Mowers as surplus to be traded in for 2 new Mowers at \$30,686.00. Commissioner Murphree seconded the motion. Carried unanimously. (See attached)
21. Consider declaring items as surplus for the Sheriff's Office; take action as appropriate
Sheriff Pipkin requested 2 Tahoe's be declared as surplus. Judge Keyes made a motion to declare the vehicles surplus, with a second by Commissioner Belt. Motion carried unanimously. (See attached)
22. Consider a request from the County Clerk regarding refunds in the Clerk's office; take action as appropriate
County Clerk Vicki Phillips requested approval to amend the refund policy to no longer issue refunds for an amount of \$8.00 or below. Commissioner Belt made a motion approving the policy revision, followed by a second from Commissioner Murphree. Motion carried unanimously. (See attached)
23. Receive an update on the Civic Center / Show Barn project; take action as appropriate
Commissioner Belt presented updates for the Civic center project, a Hood @ \$8,590.00; Cooling, Rollup Door and Install by Trane for \$5,900.00; Epoxy Floors @ \$12,265.00; Doors @ \$4,347.00. Commissioner Murphree made a motion approving the updates as presented. Commissioner Rosson seconded the motion. Carried unanimously. (See attached)
24. Consider renewing the contract with RCI for county-wide annual fixed asset update; take action as appropriate
Auditor Rick Dollahan presented the Fixed Asset Management Program for annual renewal. Commissioner Rosson made a motion approving the renewal in the amount of \$13,500.00. Commissioner Murphree seconded the motion. Carried unanimously. (See attached)
25. Consider approving purchase and installation of an automatic door on the front door of the Gaines Count Library, Seminole branch, to better control airflow and keep heat out; take action as appropriate
Judge Keyes presented a proposal for an automatic door with installation at the Seminole Library. Commissioner Belt made a motion approving the purchase and install, followed by a second from Commissioner Houston. Motion carried unanimously. (See attached)
26. Consider approving subdivision application(s); take action as appropriate
None
27. Consider approving road crossing request(s); take action as appropriate
None


28. Discuss any other items pertaining to County Business; for information purposes only, no action may be taken on these items except to schedule them for a future agenda.
- a. Commissioner Houston stated he will present the plans for the South Cemetery at the next court meeting.
 - b. Commissioner Murphree stated the AWOS should be completed today.
 - c. Judge Keyes stated he will be in Washington, D.C. on the next meeting date.
29. Consider policy changes and fee increases for Gaines County Golf Course; take action as appropriate
- a. After discussion with Golf Pro Kyle Monk of all fees and increases for each, the court requested he bring a spreadsheet showing all fees to the next meeting for review and approval.
 - b. Kyle Monk requested approval to close the golf course on Tuesdays year round, rather than six months. Commissioner Houston made a motion approving closure of the golf course on Tuesdays year round, effective October 1st. Commissioner Belt seconded the motion. Carried unanimously.
30. Budget workshop; take action as appropriate
- District Attorney Philip Mac Furlow presented a review of the DA office activity and proposed budget.
- a. Commissioner Belt made a motion approving the District Attorney Office budget for the coming year. Commissioner Murphree seconded the motion.
 - b. Commissioner Belt made a motion authorizing addition of 3 vehicles for the DA Office, purchased at \$12,500.00 each. Commissioner Rosson seconded the motion. Carried unanimously.
31. Adjourn:
- Commissioner Rosson made a motion to adjourn, followed by a second from Commissioner Belt. Motion carried unanimously.

Meeting was adjourned at 11:55 a.m.

STATE OF TEXAS §
COUNTY OF GAINES §

I, Vicki Phillips, Gaines County Clerk, attest that the foregoing is a true and accurate accounting of the Commissioners Court's authorized proceedings for August 22, 2018.




Vicki Phillips, 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 AUGUST 22, 2018 AT 9:00 A.M. THE COUNTY JUDGE TOM N. KEYES PRESIDING AND THE FOLLOWING MEMBERS OF THE COURT IN ATTENDANCE.

BRIAN ROSSON	COMMISSIONER PRECINCT #1
CRAIG BELT	COMMISSIONER PRECINCT #2
DAVID MURPHREE	COMMISSIONER PRECINCT #3
BIZ HOUSTON	COMMISSIONER PRECINCT #4

VICKI PHILLIPS	COUNTY CLERK
----------------	--------------

Court observed a moment of silence followed by the opening invocation given by Judge Keyes, who then led the pledge to the flags. The meeting was called to order at 9:00 a.m.

1. Conduct a public hearing to consider the proposed elected official salary increase; take action as appropriate

Judge Keyes called a public hearing regarding proposed elected official salary increase asking for any comments. There were no public comments. Commissioner Rosson made a motion approving the elected official's salary increase. Commissioner Belt seconded the motion. Carried unanimously.

2. Consider any changes or adjustments to employment policies, employee manual changes, and set the amount of compensation, office and travel expenses and all other allowances for county and precinct officers and employees; take action as appropriate

The court discussed changes to employee policies and manual, setting compensation and expense allowances. Treasurer Michael Lord reviewed changes in the Juvenile Department Head. Commissioner Belt made a motion adopting the final entries in the blue book regarding changes discussed. Commissioner Murphree seconded the motion. Carried unanimously. (See attached)

3. Conduct a public hearing to consider adopting the FY 2019 proposed budget; take action as appropriate

Judge Keyes called a public hearing regarding the FY 2019 budget. There were no public comments. Commissioner Belt made a motion adopting the FY 2019 budget, followed with a second by Commissioner Rosson. Motion carried unanimously. Those voting Aye: Keyes, Rosson, Belt, Murphree and Houston.

4. Discuss the proposed tax rates to fund the Tax Year 2018/2019 Gen and FC/LR budgets; take action as appropriate

Judge Keyes stated in order to fund the FY 2019 budget a combined tax rate of .575736 will be required. This is slightly below the effective tax rate and will bring in the same amount of revenue as last year.

5. Consider adopting the CY 2018/FY 2019 tax rate; take action as appropriate

Judge Keyes presented the tax rate as follows: General Fund and Operation Tax Rate at \$0.405000; FC/Lateral Road Tax Rate at \$0.170736; for a Total Ad Valorem Tax Rate at \$0.575736. Commissioner Houston made a motion setting these tax rates, followed with a second by Commissioner Belt. Motion carried unanimously. (See attached)

6. Discuss routine administrative items; take action needed;

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

Commissioner Rosson made a motion approving the routine administrative items as presented. Commissioner Belt seconded the motion. Carried unanimously. (See attached)

