

STATE OF TEXAS

COUNTY OF GAINES

THE HONORABLE COMMISSIONERS' COURT OF GAINES COUNTY MET IN A REGULAR MEETING ON APRIL 3, 2019 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

<u>TERRI BERRY</u>	<u>COUNTY CLERK</u>
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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. Payroll
- b. Budget amendments and fund transfers
- c. Accounts payable
- d. Auditor's report
- e. Officer's report
- f. Surplus/salvage (non-capitol)

IT Director Scott Shortes presented surplus items to be sold on GovDeals. (see attached)
Commissioner Rosson made a motion approving the surplus and routine administrative items as presented. Commissioner Belt seconded the motion. Motion carried unanimously. (see attached)

2. Meet with the County Librarian to consider updates on County Library policies; take action as appropriate

Gaines County Librarian, Jane Bering presented the policy changes, however did not provide the complete policy manual to the court. Commissioner Murphree made a motion to table approving updates to the policy until the completed policy manual can reviewed by all Commissioners. Commissioner Belt seconded the motion. Motion carried unanimously. (see attached)

3. Consider accepting a retirement letter from Jane Bering as the County Librarian; take action as appropriate

Judge Keyes read aloud the retirement letter from Jan Bering, County Librarian which will be effective April 30, 2019. Commissioner Belt made a motion to accept the retirement letter from Jane Bering, County Librarian. Commissioner Houston seconded the motion. Motion carried unanimously. (see attached)

4. Consider steps to replace the County Librarian; take action as appropriate

After much discussion Commissioner Rosson stated at this time he did not suggest hiring a new county librarian until the Seagraves library was completed. Commissioner Murphree stated possibly hiring an interim librarian or a current employee of the library step in until a librarian was hired. Commissioner Rosson made a motion to table this item until further determinations are made. Commissioner Belt seconded the motion. Motion carried unanimously.

5. Consider authorizing Scott Shortes as IT Director to explore and negotiate cost savings with AT&T for the County; take action as appropriate

Scott Shortes, IT director stated AT&T has new products through Global Data Technologies Inc. Scott Shortes requested court approval to discuss different options with Global Data Technologies Inc. in regards to upgrading our phone system. Commissioner Houston made a motion to authorize Scott Shortes, IT Director to explore and negotiate cost savings with AT&T. Commissioner Belt seconded the motion. Motion carried unanimously. (see attached)

6. Consider approving additional license for LGS subscription for District Clerk's office; take action as appropriate

Judge Keyes stated the court had previously approved the purchase of a public computer for District Clerk's office, however an additional license was required from LGS. Commissioner Houston made a motion approving an additional license for LGS subscription for the District Clerk's office. Commissioner Belt seconded the motion. Motion carried unanimously. Commissioner Murphree sustained from voting.

7. Consider accepting a gift of labor at the GC Golf Course from Abe Neufeld as he volunteers to assist with the installation of the skin on the new restrooms at the golf course; take action as appropriate

Commissioner Murphree made a motion to accept a gift of labor regarding the gutters at the GC Golf Course from Abe Neufeld. Commissioner Rosson seconded the motion. Motion carried unanimously.

8. Consider authorizing the purchase of the assets, such as, but not limited to a storage tank, booster tank, chlorinator, and a building, which are required for the water storage facility at the Gaines County Park; take action as appropriate

Commissioner Belt stated at this time he was not asking to purchase the above items. Commissioner Belt stated if he gets court approval at this time he will be able to take bids and purchase the items when needed. Commissioner Rosson made a motion to authorize the purchase of assets for the water storage facility on Gaines County Park grounds. Commissioner Murphree seconded the motion. Motion carried unanimously.

9. Discuss the ongoing analysis of the final four RFO proposals for Architectural support for various projects, determine appropriate actions to be taken, take action as appropriate

Judge Keyes discussed each analysis of the final four and stated Randal Scott and DRG were the ones he recommended. After much discussion and reviewing each analysis Commissioner Belt made a motion to approve the hiring of DRG as the Architectural firm for various projects. Commissioner Rosson seconded the motion. Motion carried unanimously. (see attached)

10. Consider going out for bids for a haul truck for Prec. 1; take action as appropriate

Commissioner Rosson made a motion to approve Precinct 1 to go out for bids on a 2019 Haul Tractor. Commissioner Houston seconded the motion. Motion carried unanimously. (see attached)

11. Consider approving surplus/salvage for Prec. 2; take action as appropriate

Commissioner Belt stated he had 27 folding chairs and 19 steel and wood folding chairs from the Higginbotham Community Building for salvage. Commissioner Belt stated one of the bathrooms at the Golf Course would be declared as salvage. Commissioner Belt made a motion to approve surplus/salvage for Precinct 2. Commissioner Rosson seconded the motion. Motion carried unanimously. (see attached)

12. Consider approving buy board purchase for Prec 2; take action as appropriate

Commissioner Belt made a motion to approve a buy board purchase of a 2019 Caterpillar Model 140 Motor Grader for Precinct 2 with a 2005 #2168 140H Maintainer as trade in. Commissioner Houston seconded the motion. Motion carried unanimously. (see attached)

13. Consider approving purchase of a roll up sprinkler for Seagraves Cemetery; take action as appropriate

Commissioner Rosson made a motion approving the purchase of an additional rollup sprinkler for the Seagraves Cemetery. Commissioner Murphree seconded the motion. Motion carried unanimously.

14. Consider approving purchase of a mower for Prec 1; take action as appropriate

Commissioner Rosson stated he was going to purchase a mower from Terry County Tractor, B & M or Glenda Bass (2 for sale) for Precinct 1. Commissioner Rosson made a motion approving the purchase of a mower for Precinct 1 with the stipulation if Glenda Bass will sell 2 mowers at a fair price he will purchase both. Commissioner Murphree seconded the motion. Motion carried unanimously.

15. Consider authorizing Precinct 3 & 4 to purchase a new 2019 Distributor and declaring their 2002 Distributor as surplus for use as a trade-in; take action as appropriate

Commissioner Murphree stated he and Commissioner Houston needed to upgrade their Distributor and place the 2002 Distributor as surplus on GovDeals as the trade in value is not worth trading. Commissioner Murphree made a motion authorizing Precinct 3 & 4 to purchase a new 2019 Distributor and placing the 2002 Distributor on GovDeals. Commissioner Houston seconded the motion. Motion carried unanimously.

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

None

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

None

18. 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 Murphree stated currently we do not charge for planes to tie down at the Gaines County Airport and if we were going to charge this needed to be placed as an agenda item at some point.

Commissioner Murphree asked if anyone had seen a small reclaimer that fits on the front of a skid steer. After much discussion regarding this matter Commissioner Murphree stated he would be purchasing one to correct edgings that needed repaired.

Commissioner Murphree asked if the Hanger Contract at the Gaines County Airport had been signed as there were hangers needing built and he would like to have the new contract in place at that time. Judge Keyes stated that he would contact Joe Nagy, County Attorney regarding this matter.

Scott Shortes, IT Director stated that the cameras in the courthouse needed replaced and would like to seek out bids to replace the cameras. Judge Keyes stated to bring back proposals he received and it could be addressed at the next budget session.

19. Adjourn;

Commissioner Belt made a motion to adjourn. 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 April 3, 2019.



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 APRIL 17, 2019 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
<u>BIZ HOUSTON</u>	<u>COMMISSIONER PRECINCT #4</u>

<u>TERRI BERRY</u>	<u>COUNTY CLERK</u>
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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. Payroll
 - b. Budget amendments and fund transfers
 - c. Accounts payable
 - d. Auditor's report
 - e. Officer's report
 - f. Surplus/salvage (non-capitol)

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

2. Meet with Leslie Smith regarding donations to the Gaines County Museum at Seminole; take action as appropriate

Director of the Gaines County Museum, Leslie Smith stated that the family of Robert Smith would like to donate an old school building from the early 1900's. Robert Smith's son presented a slide show of the interior and exterior of the school with the original desk, school bell, flag, chalk board, etc. intact. Mr. Smith stated the only cost to the county would be to have it moved from Lamesa. County Auditor, Rick Dollahan stated that the funds would come out of the Capital Project Fund. Commissioner Houston made a motion to accept the donation to the Gaines County Museum. Commissioner Murphree seconded the motion. Motion carried unanimously.

3. Consider storage requirements for materials donated to the Gaines County Museum at Seminole and how best to meet those requirements; take action as appropriate

Judge Keyes stated the current storage for the Gaines County Museum is in the basement and contents are at risk for flooding from pipes and the steep steps into the basement are hazardous. Leslie Smith, Gaines County Museum Director stated storage room need to be temp controlled. Commissioner Houston made a motion to approve installing a walled off area of 500 ft, installing a mini split unit and fixing the current doors in the current building for storage. Commissioner Belt seconded the motion. Motion carried unanimously.

4. Consider reestablishing the Gaines County Historical Commission in accordance with LGC 318.002 & .003, consider the appoint of the following individuals to the Board of the GCHC, Connie Lamm, Tina Siemens, Sam Holbrooks, Keg Lamm, Rosa Munoz, Lena Rempel, and Dan Calfee; take action as appropriate

Commissioner Rosson made a motion to table this item until the guidelines and regulations can be researched further. Commissioner Murphree seconded the motion. Motion carried unanimously. (see attached)

5. Consider granting a discretionary exemption in accordance with LGC 262.024 from the competitive bid requirements of LGC 262.023, for the purchase of the water tanker to support the water system at the County Park; take action as appropriate

Judge Keyes stated this action was needed because it could exceed Bid requirements and would allow the county to purchase the water tanker without going out for bids. Commissioner Belt made a motion to grant a discretionary exemption from the competitive bid requirements for the purchase of the water tanker. Commissioner Rosson seconded the motion. Motion carried unanimously.

6. Consider adopting Library policies; take action as appropriate

Commissioner Murphree made a motion approving the Library policies as presented. Commissioner Belt seconded the motion. Motion carried unanimously. (see attached)

7. Determine the appropriate chain of command for the library in the absence of the County Librarian, consider the appointment of an interim supervisor for Gaines County Library until such time as a County Librarian is selected; take action as appropriate

Judge Keyes stated he had discussed with Sabra Hall to be interim supervisor until at such time a qualified librarian was hired. After much discussion commissioners stated that an increase in pay of \$1.00 an hour effective today would be appropriate. However, her pay would be decreased \$1.00 an hour once a new qualified librarian was hired. Commissioner Belt made a motion to approve Sabra Hall as interim supervisor with an increase of \$1.00 an hour in pay until a qualified librarian was hired which at that time her pay would be decreased \$1.00 an hour. Commissioner Houston seconded the motion. Motion carried unanimously.

8. Open bids for haul truck for Prec. 1; take action as appropriate

Judge Keyes opened 1 bid received from Bruckner Truck Sales Inc. for a 2019 Mack Haul Truck for \$130,469.00. Commissioner Rosson made a motion to accept the bid for the 2019 Mack Haul Trailer. Commissioner Houston seconded the motion. Motion carried unanimously. (see attached)

9. Consider going out for bids for side dump trailers for Prec. 1 & 4; take action as appropriate

Commissioner Houston made a motion to go out for bids for 2 - 2019 side dump trailers for Precinct 1 and Precinct 4 and the bid would be opened May 15, 2019. Commissioner Rosson seconded the motion. Motion carried unanimously. (see attached)

10. Consider approving contract with Pitney Bowes for postage meter; take action as appropriate

Auditor, Rick Dollahan stated the lease is up every 5 years and requested approval for a term rental agreement. Commissioner Houston made a motion to approve the contract with Pitney Bowes as presented. Commissioner Belt seconded the motion. Motion carried unanimously. (see attached)

11. Consider approving transfer of equipment from Prec. 4 to Prec 3, and transfer of funds from Prec 3 to Prec 4; take action as appropriate

Commissioner Murphree stated that he was purchasing a backhoe from Commissioner Houston, Precinct 3 for \$31,250.00 (1/2 the value). Commissioner Murphree made a motion to approve the transfer of the backhoe from Precinct 4 to Precinct 3 and transfer funds from Precinct 3 to Precinct 4. Commissioner Houston seconded the motion. Motion carried unanimously. (see attached)

12. Consider approving a buy board purchase for Prec 3 for a skid steer attachment; take action as appropriate

Commissioner Murphree made a motion approving a buy board purchase of a Caterpillar for Precinct 3 from Warren CAT . Commissioner Belt seconded the motion. Motion carried unanimously. (see attached)

13. Consider approving a buy board purchase of equipment for Prec 4; take action as appropriate

Commissioner Houston made a motion to approve the buy board purchase of a backhoe loader for Precinct 4 once he has located one. Commissioner Rosson seconded the motion. Motion carried unanimously.

14. Consider approving a resolution declaring April 2019 as Fair Housing Month in Gaines County; take action as appropriate

Commissioner Belt made a motion to approve a resolution declaring April 2019 as Fair Housing Month. Commissioner Houston seconded the motion. Motion carried unanimously. (see attached)

15. Consider approving a resolution declaring April 2019 as Safe Digging Month in Gaines County; take action as appropriate

Commissioner Rosson made a motion approving a resolution declaring April 2019 as Safe Digging Month. Commissioner Murphree seconded the motion. Motion carried unanimously. (see attached)

16. Consider authorizing Mr. Charles Kimbrough with Bickerstaff, Heath, Delgado, & Acosta to review and update our Subdivision Regulations with guidance to include Regulations for Manufactured Home Rental Communities and RV Parks; take action as appropriate

Commissioner Murphree made a motion authorizing Mr. Charles Kimbrough with Biggerstaff, Heath, Delgado & Acosta to review and update our Subdivision Regulation. Commissioner Belt seconded the motion. Motion carried unanimously. (see attached)

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

None

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

Commissioner Rosson made a motion approving road crossings in Precinct 1 for County Roads 128, 123, 130 & 121 as presented. Commission Murphree seconded the motion. Motion carried unanimously. (see attached)

19. 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.

Kayla Pipkin stated that TAC was requesting to have a Wellness Consultant Workshop with the topic focusing on "7 Investments to Better Health" in May or June. Judge Keyes stated the library could close to attend this workshop. After much discussion Kayla Pipkin was given approval to schedule a workshop with TAC.

Commissioner Houston discussed possibly moving Museum to the old jail building however the cost for updating may possibly not be cost effective. Commissioner Murphree stated the cost to clean up and replace the floors would most likely cost more than building new offices.

Judge Keyes presented a letter from Oasis Gin requesting a waiver on interest and penalty. After much discussion this will be put on the Agenda for voting on May 1, 2019.

20. Adjourn;

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

Meeting adjourned at 11:14a.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 April 17, 2019.



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 SPECIAL MEETING ON APRIL 22, 2019 AT 10:00 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

<u>TERRI BERRY</u>	<u>COUNTY CLERK</u>
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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 10:00 a.m.

1. Open bids for County Depository contract, discuss and consider accepting the best overall bid for good of the county; take action as appropriate

Judge Keyes stated 2 depository bids were received from West Texas National Bank and American Momentum Bank formerly Commercial State Bank with a check from each in the amount of \$104,489.39 as a good faith guarantee. County Treasurer, Michael Lord reviewed each contract and after consideration recommended American Momentum Bank.

Commissioner Belt made a motion approving the bid for County Depository contract from American Momentum Bank. Commissioner Houston seconded the motion. Motion carried unanimously. (see attached)

Adjourn:

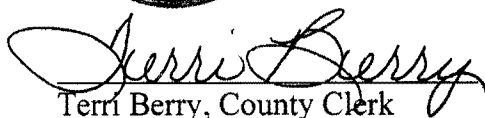
Commissioner Belt made a motion to adjourn. Commissioner Rosson seconded the motion. Motion carried unanimously.

Meeting adjourned at 10:20a.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 April 22, 2019.




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