

STATE OF TEXAS

COUNTY OF GAINES

THE HONORABLE COMMISSIONERS' COURT OF GAINES COUNTY MET IN A REGULAR MEETING ON AUGUST 5, 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**

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).

8:30 A.M. Work Session: Commissioners Court members will review the paperwork related to Item 3 "Routine Administrative Items" on the agenda below. There may be clarifying questions directed toward the Auditor or others who have presented items for consideration, but otherwise there will be no discussion among the members of, or action taken on, these items until the regular agenda.

9:00 A.M. Regular Meeting

1. Call to order, prayer, pledge
Judge Keyes called the meeting to order with a prayer and the pledges of allegiances.
2. Public Comment
None

3. 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
- g. Annual renewals of service and other contracts

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

4. Consider approving the purchase of a pressure washer for Precinct 1, and declaring unit #1197 as surplus to be used as a trade in for the new unit; take action as appropriate

Commissioner Rosson made a motion to authorize the purchase of a Pressure Washer for Precinct 1 with a trade in of the old pressure washer. Commissioner Murphree seconded the motion. Motion carried unanimously.

5. Meet with Mr. Michael Lord to consider the updated County Investment Authority and Policy; take action as appropriate

Commissioner Belt made a motion to adopt the proposed Investment Policy, appoint Michael Lord, Treasurer, as investment officer and authorize a broker dealer as presented by Michael Lord. Commissioner Rosson seconded the motion. Motion carried unanimously. (see attached)

6. Consider approving the quarterly investment report; take action as appropriate

Commissioner Rosson made a motion to approve the quarterly investment report as presented by Michael Lord, Treasurer. Commissioner Belt seconded the motion. Motion carried unanimously.

7. Consider approving a change order on airport taxiway bid awarded on 4-29-20 with JWT; take action as appropriate

Commissioner Murphree made a motion to approve a change order to increase the amount of asphalt on the airport taxiway bid with a cost of \$30,852.50. Commissioner Rosson seconded the motion. Motion carried unanimously. (see attached)

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

Commissioner Rosson made a motion to approve the public notice concerning Indigent Health Care Program. Commissioner Belt seconded the motion. Motion carried unanimously. (see attached)

9. Consider approving renewal of the annual contract with West Texas Centers for the provision of mental health and intellectual and developmental disability services for Gaines County; take action as appropriate

Commissioner Houston made a motion to approve renewal contracts with West Texas Centers as presented. Commissioner Rosson seconded the motion. Motion carried unanimously. (see attached)

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

Commissioner Rosson made a motion to approve the following juvenile contracts as presented.

- a. Nikki Russell, Counseling Services
- b. Randall County-Youth Center of the High Plains
- c. Hays County Juvenile Center

Commissioner Belt seconded the motion. Motion carried unanimously. (see attached)

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

None

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

None

10. Discussion and potential action regarding all issues deemed necessary or desired at this time by the Commissioners Court for the County response to move forward on the TXDoT Transportation Infrastructure Grant project; take action as appropriate

Following much discussion with Chuck Kimbrough he stated the amount of the grant money allocated to Gaines County Precincts is \$2,971,048.00. He stated with each precinct receiving a fourth of the amount, each precinct would receive \$742,762.00. Chuck stated the grant application was electronically signed July 27, 2020 and there is a 30 day deadline to submit the

certification, which would be August 26, 2020. This item will be placed on the August 19th agenda to approve the certification. No action taken.

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 Order #20-0805-01 and Disaster Declaration Plan #15 as presented and authorize Judge Keyes to sign the order. Commissioner Belt 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,

Commissioner Belt stated he wanted to go out for bids for rocks, oil, gravel, caliche and asphalt, etc. on the next agenda.

13. Budget workshop – the following item(s) provide a framework for discussions, but should not be considered to limit discussions on other budget issues that may arise
 - a. Consider policy changes or adjustments to be included in the final Budget book
Esmeralda Felan, Auditor, stated that after receiving all final numbers that figures were better than expected and that the budget will be ready for approval on the next agenda. Commissioner Belt stated that the city is hiring a full time Fire Chief and the County would be funding half the salary and the City will manage the employee.

14. Adjourn;

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

Meeting Adjourned at 10:18a.m.

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 August 5, 2020.



A handwritten signature in blue ink that reads "Terri Berry". The signature is written in a cursive style with a large initial "T".

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 AUGUST 19, 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

<u>TERRI BERRY</u>	<u>COUNTY CLERK</u>
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Teleconference:

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8:30 A.M. Work Session: Commissioners Court members will review the paperwork related to Item 3 "Routine Administrative Items" on the agenda below. There may be clarifying questions directed toward the Auditor or others who have presented items for consideration, but otherwise there will be no discussion among the members of, or action taken on, these items until the regular agenda.

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. Conduct a public hearing to consider the proposed elected official salary increase; take action as appropriate
Commissioner Belt made a motion to approve Elected Official's salary with no changes.
Commissioner Houston seconded the motion, Motion carried unanimously.

3. 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

Commissioner Belt made a motion to approve the Employment policies and manual, compensation for office and travel expenses as presented with no changes by Esmeralda Felan, Auditor. Commissioner Houston seconded the motion. Motion carried unanimously (see attached)

4. Conduct a public hearing to consider adopting the FY 2021 proposed budget; take action as appropriate

Judge Keyes opened the public hearing to consider adopting the FY 2021 proposed budget as presented by Esmeralda Felan, Auditor. Following a 5 minute wait and no public being in attendance Judge Keyes closed the public hearing.

5. Discuss the proposed tax rates to fund the Tax Year 2020/FY 2021 General and FC/LR budgets; take action as appropriate

Following much discussion regarding the proposed tax rates to fund the Tax Year 2020/FY2021 General and FC/LR budget being below the no new revenue rate Commissioner Murphree, Commissioner Belt, Commissioner Houston and Judge Keyes voted yea, with Commissioner Rosson absent.

6. Adopt the FY 2021 budget; take action as appropriate

Commissioner Belt made a motion to approve and authorize Judge Keyes to sign the FY 2021 budget as presented. Commissioner Murphree seconded the motion. Motion carried unanimously. (see attached)

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

8. Consider accepting the County Clerks records archive fee; take action as appropriate

Commissioner Houston made a motion to approve the records archive fee as presented by Terri Berry, County Clerk. Commissioner Belt seconded the motion. Motion carried unanimously. (see attached)

9. Discuss and consider potential action(s) regarding the County's pending 2020 TXDOT CTIF grant project to acquire grant funds to repair county roads, including: (1) approval of project Certification Form 1, with attached documents, for submission to TXDOT; and (2) all related matters; take action as appropriate.

Following much discussion with Chuck Kimbrough, Commissioner Murphree made a motion to authorize Judge Keyes to complete and sign Certification Form 1 and all required attachments and submit to TxDot for Phase 1. Commissioner Houston seconded the motion. Motion carried unanimously. (see attached)

10. Consider going out for bids for FY 2021 contracts for road building / repair materials, including but not necessarily limited to sand, gravel, caliche, rock (all sizes), and asphalt (all types and grades), as well as prices for hauling said materials to storage locations in the County, set a date of September 16, 2020 for opening bids; take action as appropriate

Commissioner Murphree made a motion to go out for bids on MC-30, asphalt, sand, gravel hauling and all aggregate products. All bids are to be turned in no later than 5:00p.m. September 15th and bids will be opened September 16th. Commissioner Houston seconded the motion. Motion carried unanimously. (see attached)

11. Consider approving the County Clerks annual written plan that details preservation and restoration efforts; take action as appropriate

Commissioner Belt made a motion to approve the Preservation and Restoration plan as presented by Terri Berry, County Clerk. Commissioner Houston seconded the motion. Motion carried unanimously. (see attached)

12. Consider approving a tournament request at the Golf Course; take action as appropriate

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

13. Consider declaring surplus for the Precinct 4.; take action as appropriate

Commissioner Houston made a motion to declare unit #CM152, 2013 Turt II Club Car as salvage. Commissioner Murphree seconded the motion. Motion carried unanimously. (see attached)

14. Consider adjusting the fees for Sheriff's and Constable's such as notices and service fees, in accordance with LGC 118.131; take action as appropriate

Terri Berry, County Clerk, stated no changes for Civil fees are requested at this time. No action taken

15. Consider approving RCI scan and tag update; take action as appropriate

Commissioner Belt made a motion to approve RCI scan and tag update at a cost of \$13,500.00. Commissioner Houston seconded the motion. Motion carried unanimously. (see attached)

16. Consider approving CMC to replace leased copiers that are up for renewal; take action as appropriate

Esmeralda Felan stated there are 9 copiers that are nearing the end of their lease and 8 are requiring colored copiers at an increase of \$128.90. Commissioner Belt made a motion to approve the CMC renewal lease as presented. Commissioner Murphree seconded the motion. Motion carried unanimously. (see attached)

17. Consider approving renewal of a contract for juvenile residential services; take action as appropriate

Commissioner Murphree made a motion to approve juvenile contracts from Lubbock County and Lutheran Social Services of the South Inc as presented. Commissioner Houston seconded the motion. Motion carried unanimously. (see attached)

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

None

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

None

20. 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 reminded the court of the virtual Legislative Conference starting Wednesday

August 26-28th in the Commissioners Courtroom and following the conference Friday August 28th there will be a special Commissioners Court meeting at 11:30 a.m.

21. Adjourn;

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

Meeting adjourned at 10:25a.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 August 19, 2020.



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 AUGUST 28, 2020 AT 11:30 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:

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Agenda Items:

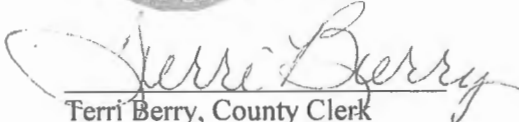
1. Call to order, prayer, and pledges of allegiance.
Judge Keyes called the meeting to order with a prayer and the pledges of allegiance.
2. Public comment
None
3. Consider setting the CY2020/FY2021 tax rate for the General Fund and Flood Control/Lateral Road fund; take action as appropriate
Commissioner Belt made a motion to approve and set CY2020/FY2021 tax rate for the General Fund @ \$0.384377 and the FC/Lateral Road Maintenance and Operation @ \$0.161239 with a total ad valorem tax rate of \$0.545616. Commissioner Rosson seconded the motion, Motion carried unanimously. (see attached)
4. Consider approving the sale of a hangar at the Gaines County Airport, Hangar J2, John Siemens, current owner, to Tail Wing LLC, Mike Carter, Kyle Freeman, and Dale Roberts, Principals; take action as appropriate
Commissioner Murphree made a motion to approve the sale of Hanger J2 at the Airport from John Siemens to Tail Wing LLC, Mark Carter, Kyle Freeman and Dale Roberts. Commissioner Belt seconded the motion. Motion carried unanimously. (see attached)
5. Declare surplus for the county; take action as appropriate
Commissioner Belt made a motion to approve declaring 6 chairs at the Library as surplus. Commissioner Houston seconded the motion. Motion carried unanimously.

6. Consider approving the annual renewal of the service agreement(s) with Trane; take action as appropriate
Commissioner Belt made a motion to approve the annual renewal service agreement with Trane in the amount of \$22,836.00. Commissioner Houston seconded the motion. Motion carried unanimously. (see attached)
7. Consider approving the annual renewal of the Code Red contract; take action as appropriate
Commissioner Rosson made a motion to approve the annual renewal of the Code Red Contract as presented in the amount of \$8,072.40. Commissioner Houston seconded the motion. Motion carried unanimously. (see attached)
8. Consider authorizing the County Judge to do the paperwork to renew the SAVNS grant from the Texas Attorney General and APPRISS; take action as appropriate
Commissioner Murphree made a motion authorizing Judge Keyes to do the paperwork to renew the SAVNS grant and sign the APPRISS contract. Commissioner Belt seconded the motion. Motion carried unanimously. (see attached)
9. Consider authorizing the transfer of a pickup from the Maintenance Department to Precinct 2; take action as appropriate
Commissioner Belt made a motion to approve the transfer of a 2008 Chevy Pickup from the Maintenance Department to Precinct 2. Commissioner Rosson seconded the motion. Motion carried unanimously. (see attached)
10. Adjourn
Commissioner Belt made a motion to adjourn. Commissioner Rosson seconded the motion. Motion carried unanimously.
Meet Adjourned at 11:55a.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 August 28, 2020.




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