

STATE OF TEXAS

COUNTY OF GAINES

THE HONORABLE COMMISSIONERS' COURT OF GAINES COUNTY MET IN A REGULAR MEETING ON APRIL 14, 2021 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 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

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

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. Renewal of routine annual service and similar agreement(s)
- h. Non-capital surplus or salvage

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

4. Consider approving tournament requests; take action as appropriate

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

5. Meet with Shelby Concotelli of the Seminole Chamber of Commerce to discuss 4th of July Celebration take action as appropriate

Shelby Concotelli, Chamber of Commerce, asked if the funds in the budget were still available for the fireworks show since the event was not held last year? Esmeralda Felan, Auditor, stated that there was approximately \$7,000 in the budget for the fireworks show. Shelby requested the event to be held Saturday, July 3rd. Commissioner Murphree made a motion to approve the 4th of July Celebration as presented by Shelby and to be held July 3rd. Commissioner Houston seconded the motion. Motion carried unanimously.

6. Consider approving gifts to the Seagraves Library; take action as appropriate

Sabra Hall, Library, stated she has received a donation to the Friends of the Library Group, for a tree to be planted at the new Seagraves Library. She stated that First United Bank is having a Community Spirit Project and wanted to purchase plants and flowers to place in the planter box at the Seagraves Library. Commissioner Rosson made a motion to approve the gifts to the Seagraves Library as presented by Sabra Hall. Commissioner Belt seconded the motion. Motion carried unanimously. (see attached)

7. Consider approving purchase of controls for fresh air supply at the new library in Seagraves; take action as appropriate

Commissioner Rosson made a motion to approve the purchase of controls for fresh air supply from TRANE in the amount of \$5,500.00 for the Seagraves Library. Commissioner Belt seconded the motion. Motion carried unanimously.

8. Discuss and consider appropriate actions for issues such as security and maintenance of the damage to the granite steps at the front door from delivery carts, take action as appropriate

Judge Keyes recommended a buzzer being installed at the back and side ramp entrances for deliveries to gain access from the security personnel on duty. He stated this security issue would have to be approved by the Sheriff. This item was tabled until further discussion regarding security with the Sheriff.

9. Consider accepting surplus road materials from TXDoT, authorize the County Judge to apply for the Gaines County to participate in the FY 2022 County Assistance Program when the window for applications opens; take action as appropriate

Commissioner Murphree made a motion to accept the surplus road materials from TxDOT in favor of Precinct 3 and authorize Judges Keyes to apply for the FY 2022 County Assistance Program when the opportunity arises. Commissioner Rosson seconded the motion. Motion carried unanimously.

10. Open bids for the cart paths at the Gaines County Golf Course; take action as appropriate

Commissioner Belt made a motion to approve the one bid received from A L Concrete Construction at a rate of \$39.54 a linear foot at 6 ft. wide for the cart paths at the Gaines County Golf Course. Commissioner Rosson seconded the motion. Motion carried unanimously. (see attached)

11. Open bids for CRS-2-P and CRS-2 asphalt for all precincts; take action as appropriate

Commissioner Rosson made a motion to approve the one bid received from Ergon Asphalt & Emulsions Inc. for CRS-2 @ \$2.21 gallon at the plant/\$2.37 gallon delivered and CRS-2P @ \$2.42 gallon at the plant/\$2.58 gallon delivered. Commissioner Belt seconded the motion. Motion carried unanimously. (see attached)

12. Consider approving subdivision application(s), take note of known exceptions, consider any requests for variances; take action as appropriate

None

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

None

14. Discussion and consider taking 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. approving or amending a declaration of a disaster #23, as authorized by law, due to a public health emergency;
- b. approving or amending 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. approving or amending policies and operating procedures (including public health protocols) for the protection of the public, County employees, and County officials;
- d. approving or amending 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. approving or amending 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. approving or amending employment policies and procedures for the County's employees and officials.

Commissioner Rosson made a motion to approve Disaster Declaration #23 and Order #21-0414-01 as presented. Commissioner Houston seconded the motion. Motion carried unanimously. (see attached)

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,

A representative from TicTak stated he could prepare a new contract for the website for the Golf Course to state payment would be made in full with a 10% discount and a yearly contract. Judge Keyes stated this contract had been approved in prior court pending this change, therefore once it is presented to the Judge and reviewed by the County Attorney he could sign the contract.

Esmeralda Felan, Auditor, stated Friday there would be a webinar regarding the American Rescue Plan and she should receive further information and instruct as to the structure of the funds received for the county. Michael Lord, Treasurer, stated he has opened an interest bearing account at Peoples Bank for the funds to be placed. Commissioner Murphree stated this item needed to be placed on the next agenda for further discussion.

Michael Lord, Treasurer, stated he would like the court to give him the formal title of HR Director which would enable him to properly sign all paperwork required. This item will be place on the next agenda.

Esmeralda Felan, Auditor, stated the Budget season was fast approaching and she would meet with the Judge to get things in place.

16. Adjourn;

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

Meeting Adjourned at 9:50a.m.

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 14 , 2021.



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 APRIL 28, 2021 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
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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

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

2. Public Comment on agenda items;

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. Renewal of routine annual service and similar agreement(s)
- h. Non-capital surplus or salvage

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

4. Discuss and consider appropriate actions for issues such as security and maintenance of the damage to the granite steps at the front door from delivery carts, take action as appropriate

Commissioner Belt made a motion to authorize Scott Shortes, IT Director, to get estimates regarding upgrading the security system and present to court for approval. Commissioner Houston seconded the motion. Motion carried unanimously.

5. Consider formally appointing County Treasurer Michael Lord as the Human Resources Director for Gaines County; take action as appropriate

Commissioner Rosson made a motion to appoint County Treasurer, Michael Lord as the Human Resources Director for Gaines County. Commissioner Belt seconded the motion. Motion carried unanimously.

6. Discuss and consider clarifying the price for County water that is charged to Contractors who are using County water and working for the County on various the CTIF projects; take action as appropriate

Commissioner Houston made a motion regarding the water used by Contractors using county water to be set using a 42 gallon barrel at .40 a barrel. Commissioner Murphree seconded the motion. Motion carried unanimously.

7. Discuss and consider how to proceed with the America Rescue Plan; take action as appropriate

Following much discussion Judge Keyes stated at this time there have been no specific guidelines as to what the money can be used for. However, we do have banking institution where the money will be placed until determination is made as to what it will be used for. Judge Keyes stated this item will placed on future Agendas for discussion and a list will be compiled as to suggestions on disbursing the money.

8. Consider approving purchase of a 20' tilt trailer for Precinct 1; take action as appropriate

Commissioner Rosson made a motion to approve the purchase of a 20' tilt trailer in the amount of \$8,594.50 to replace the one sold on GovDeals for Precinct 1. Commissioner Belt seconded the motion. Motion carried unanimously. (see attached)

9. Consider and discuss potential changes in the rules for decorating graves at the County cemeteries; take action as appropriate

Commissioner Belt stated an individual had contacted him regarding placement of a structure he had made to be placed on a cemetery plot of a family member. He read the Cemetery rules stating this could cause an issue, as the rules now state. Following much discussion Commissioner Houston made a motion to approve the placement of the structure and to amend the Cemetery Rules to state decorations are not to interfere with mowing or using the weed eater by County employees. Commissioner Belt seconded the motion. Motion carried unanimously.

10. Consider approving subdivision application(s), take note of known exceptions, consider any requests for variances; take action as appropriate

None

11. Consider current road crossing request(s); take action as appropriate,

Commissioner Belt made a motion to authorize Fiberlight Communications, LLC to complete their project on CR 219 in Precinct 2. Commissioner Rosson 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,

Judge Keyes stated he would not be present at the next scheduled Court on May 12th and Commissioner Murphree stated he would not be present either. Following much discussion there will be a special Commissioner Court held May 5th and this would replace the regular scheduled court on may the 12th.

Commissioner Houston stated the need to revise the wording on the Subdivision Rules regarding guaranteeing a 30 year supply of water. Commissioner Murphree stated this should be between the developer and the buyer, not the county. This item will be put on the agenda for further discussion.

Scott Shortes, IT Director, stated he needed all departments to complete the Cyber Security online training.

13. Adjourn:

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

Meeting Adjourned at 10:00a.m.

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 28, 2021.



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

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