

**THE COMMISSIONERS' COURT OF ARCHER COUNTY, TEXAS**  
met in Regular Session on Monday, November 27, 2023 at 10:00 A.M.

**Those present:**

Randall C. Jackson		County Judge
Wade Scarbrough		Commissioner, Precinct 1
Darin Wolf		Commissioner, Precinct 2
Pat Martin, III		Commissioner, Precinct 3
Todd Herring		Commissioner, Precinct 4
Karren Winter		County Clerk
Shane Wright		EMC
Diana Patterson		Constable Precinct 3
Paul O. Wylie, Jr.		Auditor
Conner Deen		County Attorney Part-time
David Levy	Via Zoom	County Attorney
Jack Curd		Sheriff
Nita Lewis		Court Coordinator

**Public in Attendance:**

Nathan Lawson and Landon Davis – Archer County News  
Zach Rowe – Dickey, McGann & Rowe  
Leslie Hash – Archer County Junior Livestock Show  
Susie Wallace - Citizen

**A. CALL TO ORDER**

Greeting, Roll Call, and Determination of Quorum  
Pledge of Allegiance to the United States and Texas Flags  
Registration of Attendees by the County Clerk

**The meeting was called to order by Randy Jackson, and a quorum was noted.**

**B. Approve Final Agenda:**

**No items were removed from the agenda.**

**ORDER TO APPROVE FINAL AGENDA**

The motion was made by Wade Scarbrough and seconded by Darin Wolf to approve the Final Agenda. Voting yes 1-2-3-4

**C. PUBLIC COMMENTS, MISCELLANEOUS REPORTS, DISCUSSIONS OR PRESENTATIONS AGENDA:**

**Patricia Vieth reported that she has set an open enrollment and benefits for County Employees on November 30 at 10:00 a.m. in Commissioner's Courtroom and 3:00 p.m. at Sheriff's Office.**

**Jack Curd reported that the Jail generator went down during the night. Curd has called in an emergency crew to work on the generator and it should be repaired by lunch. Curd advised the Court that the walk-in freezer went out last week causing the loss of 300 pounds of meat. Curd is having the freezer replaced.**

**Todd Herring reported that the Holliday Senior Citizens annual ham sale sold 140-150 hams.**

**D. ACTION AGENDA**

1. Approve departmental reports.

**ORDER TO APPROVE REPORTS**

The motion was made by Todd Herring and seconded by Pat Martin, III to approve departmental reports: **Treasurer; Constable Precinct 2.** Voting yes 1-2-3-4-Judge

2. Approve vouchers for payment.

**ORDER TO APPROVE VOUCHERS**

The motion was made by Darin Wolf and seconded by Pat Martin, III to approve vouchers for payment. Voting yes 1-2-3-4-Judge

- 3. Approve line-item transfers.

**ORDER TO APPROVE TRANSFERS**

The motion was made by Pat Martin, III and seconded by Darin Wolf to approve line-item transfers. Voting yes 1-2-3-4-Judge

Department – Account	Account Name	Decrease	Increase
010.0422.0101	Full Time Salaries		9,427.00
010.0422.0105	Stipend		5,049.00
010.0422.0331	Fuel & Oil		1,378.00
010.0423.0616	Auto Lease/Purchase	3,742.00	
010.0424.0331	Fuel & Oil	5,000.00	
010.0424.0453	Conference & Education	1,500.00	
010.0424.0616	Auto Lease/Purchase	4,800.00	
010.0424.0678	Equipment Purchase	812.00	

Department – Account	Account Name	Decrease	Increase
010.0425.0103	Temporary Part Time Salaries		58,000.00
010.0425.0333	Building & Equipment Repairs		25,000.00
010.0425.0607	Auto Repairs/Maint		29,000.00
010.0425.0453	Conference & Education		5,000.00
010.0425.0502	Jail Operations		14,359.00
010.0426.0232	IHC Payments	100,000.00	
010.0412.0313	IT Network Repairs/Maint	30,000.00	
010.0411.0778	Courthouse Utilities	1,359.00	

Department – Account	Account Name	Decrease	Increase
010.0428.0577	Miscellaneous Exp		10,711.00
010.0411.0791	Courthouse Repairs/Maint	10,711.00	

Department – Account	Account Name	Decrease	Increase
045.0400.0540	I-Info License		3,300.00
059.0400.0541	Consultant Contract		4,020.00
061.0400.0827	State Court Costs		13,040.00
070.0400.0577	Miscellaneous Expense		430.00
067.0400.0850	Contingency	20,790.00	

Department – Account	Account Name	Decrease	Increase
084.0400.0334	Equipment Repairs/Maint		7,800.00
011.0400.0334	Equipment Repairs/Maint	1,950.00	
021.0400.0334	Equipment Repairs/Maint	1,950.00	
031.0400.0334	Equipment Repairs/Maint	1,950.00	
041.0400.0334	Equipment Repairs/Maint	1,950.00	

- 4. Approve Education Certificates.

**ORDER APPROVING CERTIFICATES**

The motion was made by Todd Herring and seconded by Pat Martin, III to approve Education Certificates. Voting yes 1-2-3-4-Judge

<b>Joe Aulds</b>	<b>Juvenile Criminal Diversion Webinar</b>	<b>2 hours</b>
	<b>Emergency Detention Orders</b>	<b>1.5 hours</b>
<b>Donald Stevens</b>	<b>Continuing Education for Constables</b>	<b>40 hours</b>

- 5. Approve Publisher’s Certificates.

**ORDER TO APPROVE CERTIFICATES**



that he was fine with the current list, but if MLK was added then remove one already on the list.

**ORDER APPROVING HOLIDAY CLOSINGS**

The motion was made by Wade Scarbrough and seconded by Darin Wolf to approve 2024 Holiday Closings. Voting yes 1-2-3-4-Judge

**CALENDAR YEAR 2024 HOLIDAY CLOSINGS**

Monday	January 1	New Year's Day
Monday	February 19	President's Day
Friday	March 29	Good Friday
Monday	May 27	Memorial Day
Thursday	July 4	Independence Day
Monday	September 2	Labor Day
Monday	October 14	Columbus Day
Monday	November 11	Veteran's Day
Thur/Fri	November 28 - 29	Thanksgiving
Tue/Wed	December 24 - 25	Christmas

12. Consider and/or approve Incentive Pay for County Employees. Patricia Vieth discussed Incentive Pay.

**ORDER TO APPROVE INCENTIVE PAY**

The motion was made by Pat Martin, III and seconded by Darin Wolf to approve employee incentives in the amount of \$700.00 for full time employees and \$350.00 for regular part time employees. Employees that have not worked for the County a complete year would be prorated. Voting yes 1-2-3-4-Judge

13. Discuss and/or take action the purchase of a Commercial Washing Machine for the S.O. **Jack Curd discussed previous issues over the last year with the washing machine. Curd stated that the only company to work on the machine was from Dallas and the repairman advised to replace the washing machine.**

**ORDER TO PURCHASE WASHING MACHINE**

The motion was made by Darin Wolf and seconded by Todd Herring to approve the purchase of a Commercial Washing Machine from Atmos International in the amount of \$13,056.64 for the Sheriff's Office. Voting yes 1-2-3-4-Judge

New Commercial Washer	10,500.00
Little Washer	980.00
Installation	1,100.00

14. Discuss and/or take action on Show Barn improvements. **Todd Herring updated the Court on the work done at the show barn. Herring stated the Show Barn Office is the next project needing to be completed. Leslie Hash submitted an estimate to the Court on the office project. Hash asked if the Sheriff's work crew would be able to do the labor.**

**ORDER TO APPROVE IMPROVEMENTS**

The motion was made by Todd Herring and seconded by Darin Wolf to approve Show Barn improvements in the amount of \$1,500.00. Voting yes 1-2-3-4-Judge

**Having no further business to consider, the Court adjourned at 10:34 a.m.**

**I, Karren Winter, County Clerk of Archer County, and Ex-Officio Clerk of the Commissioners Court, Archer County, Texas do hereby certify that the foregoing Commissioners Court Minutes are a true and correct record of the proceedings.**

**ATTEST:** *Karren Winter*  
Karren Winter, Archer County Clerk