

**THE COMMISSIONERS' COURT OF ARCHER COUNTY, TEXAS**

met in Regular Session on Monday, March 23, 2020 at 10:00 a.m.

Those present:

Randall C. Jackson		County Judge
Richard Shelley	Absent	Commissioner Prec. 1
Darin Wolf		Commissioner Prec. 2
Pat Martin, III		Commissioner Prec. 3
Darryl Lightfoot	Absent	Commissioner Prec. 4
Karren Winter		County Clerk
Maranda Revell		CEA-FCH
Joe Aulds		Justice of the Peace, Prec. 1
Dawn Vieth		Tax Assessor/Collector
David Levy		County Attorney
Patricia Vieth		Treasurer
Shane Wright		EMC
Staci Beesinger		Sheriff
Christie Mooney		Election Administrator
Paul O. Wylie, Jr.		Auditor
Lori Rutledge		District Clerk
Brett Hoff		Constable Prec. 4

Citizens in attendance:

Wade Scarbough  
Joe Chunn, Chief of Police for City of Holliday  
Allen Moore, Mayor City of Holliday  
Eric Stevens, City Manager for City of Lakeside City  
Mark Ellis with Zack Burkett Co.

**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 Court Clerk

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

**B. Approve Final Agenda.**

**Items #3 was struck from the Action Agenda due to no action being required.**

**ORDER TO APPROVE FINAL AGENDA**

The motion was made by Darin Wolf and seconded by Pat Martin, III to approve the Final Agenda. Voting yes 2-3-Judge

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

Public Comments: **Lori Rutledge reported that Todd and Mandy Kinnaman lost their home to a house fire Saturday night.**

**D. ACTION AGENDA:**

1. Approve departmental reports.

**ORDER TO APPROVE REPORTS**

The motion was made by Pat Martin, III and seconded by Darin Wolf to approve departmental reports: **Treasurer**. Voting yes 2-3-Judge

2. Consider and/or take action on vouchers for payment.

**ORDER TO APPROVE VOUCHERS**

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

3. Approve line item transfers. **Removed.**

4. Approve Education Certificates.

**ORDER TO APPROVE CERTIFICATES**

The motion was made by Randall C. Jackson and seconded by Pat Martin, III to approve education certificates: **Kelly Reid; Amy Kinnaman; Shane Wright.** Voting yes 2-3-Judge

5. Approve Publisher's Certificates.

**ORDER TO APPROVE CERTIFICATES**

The motion was made by Darin Wolf and seconded by Pat Martin, III to approve publisher's certificates. Voting yes 2-3-Judge

6. Discuss and/or take action on *Standard Operating Procedure* for the Courthouse, Annex, and County Properties. **Randall C. Jackson reported that he had spoken with Commissioner Shelley and Commissioner Lightfoot about restricting public access to County buildings. Darin Wolf discussed steps to notify the public of the closure. Randall C. Jackson stated he or Shane Wright would place a notice with the Archer County News, on County website and all County building doors. Staci Beesinger reported that the jail would not close to the public since her lobby is isolated from the rest of the jail and offices. Dawn Vieth stated that vehicle registration permits could be renewed up to 60 days' notice from when the state notifies that normal procedures are back in effect.**

**ORDER TO CLOSE COUNTY PROPERTIES**

The motion was made by Pat Martin, III and seconded by Darin Wolf to approve closing Archer County Courthouse, Annex and all County buildings to the public effective March 23, 2020 until further notice due to the COVID-19 virus. The public will be able to gain entrance by appointment only. Voting yes 2-3-Judge

7. Consider and/or take action on a Disaster Declaration for Archer County. **Randall C. Jackson discussed the benefits for approving a Disaster Declaration for Archer County.**

**ORDER TO APPROVE DECLARATION**

The motion was made by Darin Wolf and seconded by Pat Martin, III to approve Disaster Declaration for Archer County. Voting yes 2-3-Judge

8. Open Bids for purchase of Fuel and/or Oil.

**OPEN BIDS**

Kelly Propane and Fuels

Unleaded .15¢ over rack price  
Clear diesel .15¢ over rack price  
Red diesel .15¢ over rack price

Windthorst Fuel & Supply, LLC

Unleaded .15¢ over rack price  
Clear diesel .15¢ over rack price  
Red diesel .15¢ over rack price

Haigood & Campbell, LLC

Unleaded .18¢ over rack price  
Clear diesel .18¢ over rack price  
Red diesel .18¢ over rack price

9. Consider and/or take action on Bids for purchase of Fuel and/or Oil.

**ORDER APPROVING BID**

The motion was made by Pat Martin, III and seconded by Darin Wolf to approve the bid of Windthorst Fuel & Supply, LLC as the primary bid and Kelly Propane and Fuels and Haigood & Campbell LLC as the secondary for fuel and oil bid. Voting yes 2-3-Judge

10. Open Bids for purchase of Road Base Material.

**OPEN BIDS**

Zack Burkett Co. Any Pit

Type B Gr-3 or Gr-4	\$22.00
Driveway Material	\$8.50
Oversize	\$9.00
1 1/2" Base	\$6.75
1" Base	\$7.50
TX DOT Base	\$8.00

Zack Burkett Co. FOB Plant #2

ASPPM Cold Patch	\$95.00
Hot Mix	\$62.50
PB GR-3 or GR-4	\$42.00
Cold Mix	\$67.50

T & G Construction Inc

Cold Lay	\$67.00 ton
Plant Waste	\$7.50 ton

Big City Crushed Concrete

Flex Base	\$9.50 ton
Crushed Asphalt	\$9.50 ton

11. Consider and/or take action on Bids for purchase of Road Base Material.

**ORDER APPROVING BID**

The motion was made by Pat Martin, III and seconded by Darin Wolf to approve the bid of Zack Burkett Co. as the primary bid and T & G Construction Inc. and Big City Concrete as the secondary bid for road base material. Voting yes 2-3-Judge

**Having no further business to consider, the Court adjourned at 10:27 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**