

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

met in Regular Session on Monday, May 11, 2020 at 10:00 a.m. The public was allowed access via teleconference.

Those present:

Randall C. Jackson  
Richard Shelley  
Darin Wolf  
Pat Martin, III  
Darryl Lightfoot  
Karren Winter

County Judge  
Commissioner Prec. 1  
Commissioner Prec. 2  
Commissioner Prec. 3  
Commissioner Prec. 4  
County Clerk

Patricia Vieth  
Paul O. Wylie, Jr.  
Joe Aulds  
Dawn Vieth  
Staci Beesinger  
Maranda Revell  
Tami Tepfer

Treasurer  
Auditor  
Justice of the Peace, Prec. 1  
Tax Assessor/Collector  
Sheriff  
CEA-FCH  
Asst. Legal Assistant

**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.**

**No items were struck from the Action Agenda due to no action being required.**

**ORDER TO APPROVE FINAL AGENDA**

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

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

Public Comments: **Patricia Vieth discussed the Bull Chase Grant through TAC Safety Projects.**

**D. ACTION AGENDA:**

1. Approve departmental reports.

**ORDER APPROVING REPORTS**

The motion was made by Darryl Lightfoot and seconded by Pat Martin, III to approve departmental reports: **Treasurer; Indigent Health; Sheriff; County Extension.** Voting yes 1-2-3-4-Judge

2. Approve vouchers for payment.

**ORDER APPROVING VOUCHERS**

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

3. Approve line item transfers. **No action taken.**

4. Approve Education Certificates.

**ORDER APPROVING CERTIFICATES**

The motion was made by Darryl Lightfoot and seconded by Richard Shelley to approve education certificates: **Dawn Vieth, Darryl Lightfoot, David Levy, Mitzi King, Kristi Malone.** Voting yes 1-2-3-4-Judge

5. Approve Publisher's Certificates.

**ORDER APPROVING CERTIFICATES**

The motion was made by Darin Wolf and seconded by Pat Martin, III to approve publisher's certificates. Voting yes 1-2-3-4-Judge

6. Approve Minutes from previous month –April, 2020.

**ORDER APPROVING MINUTES**

The motion was made by Richard Shelley and seconded by Darryl Lightfoot to approve minutes from April, 2020. Voting yes 1-2-3-4-Judge

7. Discuss and/or take action on *6-Month Certificate of Deposit* that is nearing maturity. **Patricia Vieth discussed current CD with First State Bank will mature on May 18, 2020. The CD is for a 6-month term. Vieth reported the rates for a 12-month and 24-month CD. Paul O. Wylie, Jr. recommends to stay with First State Bank.**

First State Bank

12-month 0.75% plus 10 points

24-month 1.00% plus 10 points

American National Bank & Trust

12-month 0.90%

24-month 1.00%

Financial Northeastern Companies

12-month 0.65%

**ORDER TO REINVEST**

The motion was made by Richard Shelley and seconded by Darryl Lightfoot to reinvest in a 12-month Certificate of Deposit with First State Bank in the amount of 0.75% with addition of 10 points would be 0.85%. Voting yes 1-2-4-Judge; Abstain-3

8. Discuss and/or take action regarding Lateral Employment moves with current employees. **Joe Aulds discussed hiring Amanda Crow as his new employee. Aulds reported that Crow is currently a dispatcher at the Sheriff's Office. Patricia Vieth reported an employee move was not covered in the personnel policy.**

**ORDER TO APPROVE EMPLOYEE TRANSFER**

The motion was made by Randall C. Jackson and seconded by Richard Shelley to approve a lateral transfer of an employee from the Sheriff's Office to the Justice of the Peace Office. The employee will not lose benefits or longevity. Voting yes 1-2-3-4-Judge

9. Discuss and/or take action on *GA-18* – 50% opening capacity. **Randall C. Jackson discussed Governor Abbott's proclamation. Jackson reported that Archer County's attestation had been approved to open at 50% capacity, Archer County has zero COVID-19 cases at this time. No action taken.**

10. Discuss and/or take action on TxDot County Infrastructure Grant funding. **David Levy discussed the projects the grant would cover. Levy stated the application was completed and ready to submit.**

**ORDER TO SUBMIT GRANT APPLICATION**

The motion was made by Pat Martin, III and seconded by Darin Wolf to apply for TxDot County Infrastructure Grant Funding and to appoint David Levy as Archer County's Representative. Voting yes 1-2-3-4-Judge

11. Review and/or take action on Annual Road Report.

**ORDER TO ACCEPT REPORT**

The motion was made by Richard Shelley and seconded by Darryl Lightfoot to accept Annual Road Reports. Voting yes 1-2-3-4-Judge

12. Discuss and/or take action on the installation of Safety Glass in Annex Offices. **Joe Aulds discussed adding a counter/wall with glass barrier in his office. Pat Martin, III discussed placing glass barriers on the counters in all the offices that have open countertops. Martin discussed calling Texoma Builders to provide options.**

#### **ORDER TO TABLE INSTALLATION OF GLASS**

The motion was made by Randall C. Jackson and seconded by Richard Shelley to table installation of safety glass in Annex Offices and District Clerk's Office. Voting yes 1-2-3-4-Judge

13. Discuss and/or take action on appliances at the Activity Building in Archer City. **Randall C. Jackson reported that the freezer section of the refrigerator at the Archer City Activity Building had gone out. Jackson discussed prices to replace current refrigerator.**

Frigidaire 20.4 Cubic Feet Top Freezer, Bottom Refrigerator  
\$728.00

Whirlpool 17.6 Cubic Feet Top Freezer, Bottom Refrigerator  
\$648.00

SABA 23.0 Cubic Feet One Door Commercial Reach in Upright Freezer  
\$1,871.65

SABA 23.0 Cubic Feet Commercial Reach in Upright Refrigerator  
\$1,516.51

Whirlpool 25.2 Cubic Feet Top Refrigerator, Bottom Drawer Freezer  
\$1399.00

LG 24.1 Cubic Feet Top Refrigerator, Bottom Drawer Freezer  
\$1,439.00

#### **ORDER TO PURCHASE APPLIANCES**

The motion was made by Richard Shelley and seconded by Darryl Lightfoot to purchase Frigidaire 20.4 Cubic Feet Refrigerator/Freezer for the Archer City Activity Building. Voting yes 1-2-3-4-Judge

14. Discuss and/or take action on *Standard Operating Procedures* for the Courthouse, Annex, and County Properties. Randall C. Jackson discussed current procedures.

#### **ORDER TO CONTINUE POLICY**

The motion was made by Richard Shelley and seconded by Darryl Lightfoot to continue the Covid-19 policy for Archer County Employees effective April 13, 2020 until December 31, 2020. Voting yes 1-2-3-4-Judge

**Having no further business to consider, the Court adjourned at 10:40 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, Archer County Clerk**