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 Wade Scarbrough Darin Wolf Pat Martin, III Todd Herring Karren Winter Shane Wright Diana Patterson Paul O. Wylie, Jr. Conner Deen David Levy Via Zoom Jack Curd Nita Lewis

County Judge Commissioner, Precinct 1 Commissioner, Precinct 2 Commissioner, Precinct 3 Commissioner, Precinct 4 County Clerk EMC Constable Precinct 3 Auditor County Attorney Part-time County Attorney Sheriff 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. <u>CALL TO ORDER</u> 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. <u>Approve Final Agenda:</u> **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. <u>PUBLIC COMMENTS, MISCELLANEOUS REPORTS, DISCUSSIONS OR</u> <u>PRESENTATIONS AGENDA:</u>

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 lineitem transfers. Voting yes 1-2-3-4-Judge

Department – Account 010.0422.0101 010.0422.0105 010.0422.0331 010.0423.0616 010.0424.0331 010.0424.0453 010.0424.0616 010.0424.0678	Account Name Full Time Salaries Stipend Fuel & Oil Auto Lease/Purchase Fuel & Oil Conference & Education Auto Lease/Purchase Equipment Purchase	Decrease 3,742.00 5,000.00 1,500.00 4,800.00 812.00	Increase 9,427.00 5,049.00 1,378.00
Department – Account 010.0425.0103 010.0425.0333 010.0425.0607 010.0425.0453 010.0425.0502 010.0425.0502 010.0412.0313 010.0411.0778	Account Name Temporary Part Time Salaries Building & Equipment Repairs Auto Repairs/Maint Conference & Education Jail Operations IHC Payments IT Network Repairs/Maint Courthouse Utlities	Decrease 100,000.00 30,000.00 1,359.00	Increase 58,000.00 25,000.00 29,000.00 5,000.00 14,359.00
Department – Account 010.0428.0577	Account Name Miscellaneous Exp	Decrease	Increase 10,711.00
010.0411.0791	Courthouse Repairs/Maint	10,711.00	10,711.00
Department – Account 045.0400.0540 059.0400.0541 061.0400.0827 070.0400.0577 067.0400.0850	Account Name I-Info License Consultant Contract State Court Costs Miscellaneous Expense Contingency	Decrease 20,790.00	Increase 3,300.00 4,020.00 13,040.00 430.00
Department – Account 084.0400.0334 011.0400.0334 021.0400.0334 031.0400.0334 041.0400.0334	Account Name Equipment Repairs/Maint Equipment Repairs/Maint Equipment Repairs/Maint Equipment Repairs/Maint Equipment Repairs/Maint	Decrease 1,950.00 1,950.00 1,950.00 1,950.00	Increase 7,800.00

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

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

5. Approve Publisher's Certificates.

ORDER TO APPROVE CERTIFICATES

The motion was made by Wade Scarbrough and seconded by Todd Herring to approve Publisher's Certificates. Voting yes 1-2-3-4-Judge

Archer County News 1986 Caterpillar 926 Front End Loader

6. Open Bids for the sale of a 2004 Chevrolet Pickup.

Open Bids

<u>Curt Wolf</u> \$665.00

7. Award Bid for the sale of 2004 Chevrolet Pickup.

ORDER ACCEPT BID

The motion was made by Wade Scarbrough and seconded by Todd Herring to accept the bid of Kurt Wolf in the amount of \$665.00 for the sale of 2004 Chevrolet Pickup. Voting yes 1-2-3-4-Judge

 Open Bids for the sale of a 1986 Caterpillar 926 Front End Loader. Wade Scarbrough reported that he gave the wrong date to close the bidding to GovDeals.com. Scarbrough explained the County Attorney advised to open bids at the next Commissioner's Court meeting on December 11, 2023.

Open Bids Bids not opened due to closing date being November 28, 2023.

9. Award Bid for sale of 1986 Caterpillar 926 Front End Loader.

ORDER TO TAKE NO ACTION

The motion was made by Wade Scarbrough and seconded by Darin Wolf to take no action on the bid for the sale of a 1986 Caterpillar 926 Front End Loader for Precinct 1. Voting yes 1-2-3-4-Judge

10. Consider and/or take action on Property & Casualty Insurance Renewal. Zach Rowe gave a brief overview of different insurance coverage the County has.

ORDER APPROVING INSURANCE RENEWAL

The motion was made by Pat Martin, III and seconded by Todd Herring to approve renewal of Property and Casualty Insurance with Dickey, McGann & Rowe Insurance for a total premium of \$153,977.00. Voting yes 1-2-3-4-Judge

Coverage	Subtotal	TRIA	Total Premium
Property	\$62,501.00	\$1,875.00	\$64,376.00
Inland Marine	\$6,816.00	\$204.00	\$7,020.00
Crime	N/A	N/A	N/a
Total	\$69,317.00	\$2,079.00	\$71,396.00
Coverage	Subtotal	TRIA	Total Premium
General Liability	\$9,602.00	\$0.00	\$9,602.00
Auto Liability	\$31,682.00	N/A	\$31,682.00
Auto Physical Damage	\$39,864.00	N/A	\$39,864.00
Total	\$81,148.00	\$0.00	\$81,148.00

Equipment Breakdown Policy

\$1,433.00

11. Consider and/or take action on the 2024 Holiday Closings. Conner Deen reported that the City of Archer City had added MLK day to their list of Holiday Closings and removing Columbus Day. Conner asked the Court to consider adding MLK day to the County holiday closings. Randy Jackson stated that the County already gave employees 12 paid holidays and he wouldn't be in favor of adding more paid days off. Pat Martin, III replied

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