

THE COMMISSIONERS' COURT OF ARCHER COUNTY, TEXAS

met in Regular Session on Monday, August 12, 2019 at 10:00 a.m.

Those present:

Randall C. Jackson	County Judge
Richard Shelley	Commissioner Prec. 1
Darin Wolf	Commissioner Prec. 2
Pat Martin, III	Commissioner Prec. 3
Darryl Lightfoot	Commissioner Prec. 4
Karren Winter	County Clerk
Karen Aulds	Chief Deputy Clerk

Paul O. Wylie, Jr.	Auditor
Patricia Vieth	Treasurer
Joshua Smartt	CEA-A/NR
Christie Mooney	Election Administrator
Staci Beesinger	Sheriff
Nita Lewis	Court Coordinator
David Levy	County Attorney

Citizens in attendance:

Kensley Vieth Windthorst 4H
Wayland Cowley Windthorst 4H
Michael Cowley
Sam Gilmore Archer City 4H
Mason Gilmore Archer City 4H
Mike Gilmore

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 Pat Martin, III 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 reported that Trinity Hills Wind Farm has made their annual payment. Vieth reported that the County has received a \$19,000.00 rebate on last year's health insurance.**

David Levy reported that Joe Aulds had witnessed an older person using a walker struggling to open the door of the tax office. Levy suggested making the doors ADA accessible.

Joe Aulds discussed adding a one-way exit door from the commissioner courtroom into the county attorney conference room.

David Levy discussed setting guidelines for the boring of county roads.

D. ACTION AGENDA:

- 1. Approve departmental reports.

ORDER APPROVING REPORTS

The motion was made by Darryl Lightfoot and seconded by Darin Wolf to approve departmental reports: **Treasurer; Indigent Health Care; Sheriff; O.S.S.F and County Extension**. Voting yes 1-2-3-4-Judge

2. Approve vouchers for payment.

ORDER APPROVING VOUCHERS

The motion was made by Richard Shelley and seconded by Darryl Lightfoot 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 Richard Shelley and seconded by Darin Wolf to approve education certificates: **Randall C. Jackson; Christie Mooney; Dawn Vieth; Joe Aulds**. Voting yes 1-2-3-4-Judge

5. Approve Publisher's Certificates. **No action taken.**
6. Approve Minutes from previous month – July, 2019.

ORDER APPROVING MINUTES

The motion was made by Randall C. Jackson and seconded by Darryl Lightfoot to approve minutes from July, 2019. Voting yes 1-2-3-4-Judge

7. 4-H Camp Interpretation – presented by Archer County Extension office and 4-H members. **Joshua Smartt reported on projects and camps the youth have participated in. The youth in attendance each stood and introduced themselves and told what they were involved in over the summer.**
8. Discuss and/or take action on allowing the Archer City Municipal Court to use the District/County Courtroom. **Randall C. Jackson discussed the request from the Archer City Municipal Court to use the 97th District Courtroom when they have a jury trial.**

ORDER TO USE COURTROOM

The motion was made by Randall C. Jackson and seconded by Pat Martin, III to allow Archer City Municipal Court to use the 97th District Courtroom for jury trials. Voting yes 1-2-3-4-Judge

9. Consider and/or approve *Imposition of Optional Fees / Calendar Year 2020*. **Randall C. Jackson discussed the optional fees that were currently in place.**

ORDER TO APPROVE FEES

The motion was made by Pat Martin, III and seconded by Darryl Lightfoot to approve the current Imposition of Optional fees that are currently in place for calendar year 2020. Voting yes 1-2-3-4-Judge

10. Consider and/or approve *2020 Sheriff and Constable Fees*. **Staci Beesinger discussed the current fees and recommended no changes needed to be made.**

ORDER TO APPROVE SHERIFF AND CONSTABLE FEES

The motion was made by Darin Wolf and seconded by Darryl Lightfoot to approve Sheriff and Constable fees for 2020. Voting yes 1-2-3-4-Judge

2020 SHERIFF'S FEES

Notices:

Subpoena	\$100.00
Summons	\$100.00
Writ of Attachment	\$150.00
Writ of Garnishment	\$150.00
Writ of Sequestration	\$150.00
Order of Sale	\$150.00
Writ of Possession	\$150.00 (2 hr maximum) 50.00 per hour per deputy after 2 hours
Forcible Detainer	\$100.00
Writ of Execution	\$150.00

Service Fees:

Small Claims Citation	\$100.00
Justice Court Citation	\$100.00
All Other Court's Citation	\$100.00

Other Service Fees:

Post Probate Citation	\$ 20.00
All other writs	\$150.00

11. Consider and/or approve Copier Lease Agreement for Archer County Extension Office. **Patricia Vieth reported that the extension office needed a larger copier. Vieth advised the need to approve a new contract.**

ORDER APPROVING CONTRACT AND MAINTENANCE

The motion was made by Darryl Lightfoot and seconded by Pat Martin, III to approving copier lease agreement for Archer County Extension Office with Hudson Imaging Systems for one years. Voting yes 1-2-3-4-Judge

12. Discuss and/or take action in regards to the remaining Museum items. **Randall C. Jackson discussed the remaining items in the museum. David Levy updated the Court on the process used to notify the owners of items located in the museum. Karen Aulds asked what the process was for the owners that had sent back their certified letters claiming items but had not had a response from the Court. Levy suggested putting another notice in the local paper for the people to pick up their items they had claimed. Richard Shelley discussed hiring an auctioneer to sell what items that are remaining in the museum. Pat Martin, III questioned if the remaining items could be given to the City or the Archer County Historical Committee.**

ORDER TO CONTACT AUCTIONEER

The motion was made by Pat Martin, III and seconded by Darryl Lightfoot to approve contacting an auctioneer to auction the remaining Museum items. Voting yes 1-2-3-4-Judge

13. Discuss and/or take action on the abandonment of Roads at Lake Diversion. **Darryl Lightfoot reported that the 911 addresses had already been abandoned in the July 22, 2019 meeting.**

ORDER TO ABANDON ROADS

The motion was made by Darryl Lightfoot and seconded by Richard Shelley to abandon the inner roads that are past the toll gate at Lake Diversion which are located in Archer County. Voting yes 1-2-3-4-Judge

14. Consider and/or approve *2019-2020 Election Judges and Alternate Judges*. **Christie Mooney reported on the election judges and Alternate judges for the 2019 -2020 elections.**

ORDER TO APPROVE ELECTION JUDGES

The motion was made by Richard Shelley and seconded by Darryl Lightfoot to approve Election Judges and Alternate Judges for the 2019-2020 Election cycle. Voting yes 1-2-3-4-Judge

Election Day

Archer County Activity Building

Viola McBride, Judge

Marcia Mahler, Asst. Judge

Lakeside City Baptist Church

Cynthia Parker, Judge

Sharon Brown, Asst. Judge

Holliday Community Center

Pamela Cole, Judge

Jo Ann Lewis, Asst. Judge

Megargel City Hall

Anne McQueen, Judge

Paul McQueen, Asst. Judge

Scotland Knights of Columbus Hall

Edna Krahl, Judge

Patricia Hemmi, Asst. Judge

Windthorst Knights of Columbus Hall

Patty Schenk, Judge

Johnnie Canafax, Asst. Judge

Early Voting

Archer County Annex

Marcia Mahler, Judge

Viola McBride, Asst. Judge

Holliday City Hall

Kay Terry, Judge

Gerri Ayres, Asst. Judge

Lakeside City Municipal Building

Joyce Gill, Judge

Patrick Gill, Asst. Judge

15. Consider and/or approve the appointment of *Early Voting Ballot Board and Signature Verification Committee*. **Christie Mooney explained ballot board duties and the signature verification committee.**

ORDER TO APPOINT BOARD

The motion was made by Pat Martin, III and seconded by Darin Wolf to appoint the Early Voting Ballot Board and Signature Verification Committee for the November 2019 Election. Voting yes 1-2-3-4-Judge

16. Consider and/or approve *Central Counting Station*. **Christie Mooney explained the duties of the Central Counting Station Board.**

Presiding Judge
Nita Lewis

Kelly Reid

Amanda Kinnaman

ORDER APPROVING CENTRAL COUNTING STATION

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

Christie Mooney, Judge

Karren Winter, Talley Judge

Karen Aulds, Clerk

Kristi Malone, Clerk

17. Discuss and/or take action on *Election Security Assessment*. (Tabled item from June 24 & July 8, 2019 Agendas) **Christie Mooney gave an update on the Election Security Assessment the County will need to have. David Levy discussed the contract for the assessment. Staci Beesinger questioned if the company doing the assessment would need to be CJIS compliant.**

ORDER TO ALLOW ASSESSMENT

The motion was made by Randall C. Jackson and seconded by Darryl Lightfoot to allow the County to undergo the Election Security Assessment. Voting yes 1-2-3-4-Judge

18. Discuss and/or take action on Mitigation Plan for Nortex Regional Counties. **Randall C. Jackson discussed the last Mitigation Plan meeting that was held in Young County. Jackson reported that Archer County had met its in-kind requirement for the mitigation plan. No action taken.**

19. Discuss and/or take action on the Purchase of a Tractor and Mower for Precinct 3.

Open bid

Quality Implement Co. Burkburnett, Texas	
John Deere 5100E Utility Tractor	\$53,946.93
PowerGard Protection Plan	\$ 2,173.00
John Deere R15 Flex Wing Rotary Cutter	<u>\$21,238.62</u>
Total	\$77,358.55

ORDER TO APPROVE PURCHASE

The motion was made by Pat Martin, III and seconded by Richard Shelley to approve the purchase of a John Deere 5100E Utility Tractor, PowerGard Protection Plan and John Deere R15 Flex Wing Rotary Cutter for Precinct 3 in the amount of \$77,358.55. Voting yes 1-2-3-4-Judge

20. Discuss and/or take action on the Disposal of old Tractor and Mower belonging to Precinct 3.

Trade-in to Quality Implement Co. Burkburnett, Texas	
2004 Massey Ferguson 492 – 8029BP33092	\$11,500.00
Modern Mower	<u>\$ 3,500.00</u>
Total	\$15,000.00

ORDER TO TRADE-IN TRACTOR AND MOWER

The motion was made by Pat Martin, III and seconded by Richard Shelley to approve the trade-in of a 2004 Massey Ferguson 492 tractor and mower in the amount of \$15,000.00 to Quality Implement Co. Voting yes 1-2-3-4-Judge

21. Discuss and/or take action in regards to an Exit Door in Commissioners' Courtroom. **Randall C. Jackson discussed placing an exit door in the Commissioners' Courtroom.**

ORDER TO INSTALL DOOR

The motion was made by Pat Martin, III and seconded by Darin Wolf to approve the installation of an exit door from the Commissioner's Courtroom into the County Attorney's conference room. Voting yes 1-2-3-4-Judge

22. Discuss and/or take action on appointing a Grievance Committee for proposed Salaries for Elected Officials.

ORDER TO APPOINT COMMITTEE

The motion was made by Randall C. Jackson and seconded by Richard Shelley to appoint grievance committee. Voting yes 1-2-3-4-Judge

Staci Beesinger, Sheriff
Patricia Vieth, Treasurer
Lori Rutledge, District Clerk

Citizens:

James Patterson
Thomas W. Victory
Jeffery S. Anderson

Dawn Vieth, Tax Assessor/Collector
Karren Winter, County Clerk
David Levy, County Attorney

Kristi Anderson
Wesley Blaine Berry
Sharon Roderick

23. Discuss and/or take action to set the Date to Propose the *Tax Rate*. **Paul O. Wylie, Jr. discussed possible date to set tax rate.**

ORDER TO SET HEARING

The motion was made by Darryl Lightfoot and seconded by Darin Wolf to set Monday, August 26, 2019 as the date to set tax rate. Voting yes 1-2-3-4-Judge

24. Discuss and/or take action on the newly adopted *Rules of Procedure, Conduct and Decorum at Meetings of the County Commissioners Court*. **David Levy discussed the House Bill 2840 passed by the 86th Texas Legislature.**

ORDER TO ADOPT RULES

The motion was made by Pat Martin, III and seconded by Darryl Lightfoot to adopt Rules of Procedure, Conduct and Decorum at meetings of the County Commissioners Court. Voting yes

25. Recess

Court recessed at 11:14 a.m.

Court reconvened at 11:23 a.m.

26. Discuss and/or take action on the Budget.

Items discussed:

1. 5% raise for employees and E.O.'s – approx. cost \$100,000 (this is figured without this year's 2% longevity pay) **Yes 3-4-Judge; No 1-2**
2. Retirement Medicare costs – 20 years and 65 or older – 18,000 annually estimate **Yes 1-2-3-4-Judge**
3. Retirement Health Care costs – 20 years – no minimum age requirement. **Pulled from list**
4. County Attorney – additional part time employment \$6,000 **Yes 1-3-4-Judge; No 2**
5. New computers for S.O. or software update on existing computers - \$40,000 **Yes 1-2-3-4-Judge**
6. Internet upgrade for all county offices - \$3,600 **Yes 1-2-3-4-Judge**
7. J.P. #3 – Robbie Shawver – salary increase \$20,000 **Yes 1-2-3-4-Judge**
8. Grant Seed money for Art and History construction project - \$50,000 **Yes 1-4; No 2-3-Judge**
9. Replace courthouse plants/landscaping - \$600 **Yes 1-2-3-4-Judge**
10. Landscape the north side of the annex - \$1,500 **Yes 1-4-Judge; No 2-3**
11. Additional cost for Inmate detail deputy - \$7,500 **Yes 1-2-3-4-Judge**
12. Additional road maintenance funding - \$200,000 **No action taken.**

Also discussed:

Repair Courthouse balconies and porches
Archer City Activity building electrical and air conditioners
Volunteer Fire Department cool down trailer

Having no further business to consider, the Court adjourned at 12:42 p.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