

THE COMMISSIONERS' COURT OF ARCHER COUNTY, TEXAS

met in Regular Session on Tuesday, May 26, 2020 at 10:00 a.m. The public was allowed access via teleconference.

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	Absent	Commissioner Prec. 4
Karren Winter		County Clerk
Patricia Vieth		Treasurer
Staci Beesinger		Sheriff
Joshua Smartt		CEA-A/NR
Maranda Revell		CEA-FCH
Christie Mooney		Election Administrator
David Levy		County Attorney
Paul O. Wylie, Jr.		Auditor
Joe Aulds		Justice of the Peace, Prec. 1
Dawn Vieth		Tax Assessor/Collector

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 and #5 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-Judge

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

Public Comments: **Patricia Vieth discussed a retirement reception to be held for Deniese Barham on Friday, May 29, 2020.**

David Levy reported that his staff had completed a very large open records request.

D. ACTION AGENDA:

- 1. Approve departmental reports.

ORDER APPROVING REPORTS

The motion was made by Pat Martin, III and seconded by Darin Wolf to approve departmental reports: **Treasurer.** Voting yes 1-2-3-Judge

- 2. Approve vouchers for payment.

ORDER APPROVING VOUCHERS

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

- 3. Approve line item transfers. **Removed.**
- 4. Approve Education Certificates.

ORDER APPROVING CERTIFICATES

The motion was made by Randall C. Jackson and seconded by Richard Shelley to approve education certificates: **Dawn Vieth, Tami Tepfer and Maranda Revell**. Voting yes 1-2-3-Judge

5. Approve Publisher's Certificates. **Remove.**
6. Consider and/or take action on a *Facility Use Agreement* between Archer County and Red Cross for the use of the Archer County Activity Building as a Red Cross Shelter site. **Randall C. Jackson discussed the Facility Use Agreement.**

ORDER TO APPROVE AGREEMENT

The motion was made by Richard Shelley and seconded by Pat Martin, III to approve the Facility Use Agreement between Archer County and Red Cross for the use of the Archer County Activity Building as a Red Cross Shelter site. Voting yes 1-2-3-Judge

7. Consider and/or approve the services of Edgin, Parkman, Fleming & Fleming, PC to perform the External Audit for the County of Archer for the year ended September 30, 2020. **Paul O. Wylie, Jr. discussed the working relationship the County had with the audit firm.**

ORDER TO APPROVE CONTRACT

The motion was made by Pat Martin, III and seconded by Darin Wolf to approve the contract of Edgin, Parkman, Fleming & Fleming, PC to perform the external audit for the County of Archer for the fiscal year ending September 30, 2020. Voting yes 1-2-3-Judge

8. Consider and/or take action on Consolidating the Archer County Polling Precincts for the July 14, 2020 Primary Runoff Elections. **Christie Mooney discussed consolidating polling precincts for Archer County for the upcoming Primary Runoff Elections.**

ORDER TO CONSOLIDATE VOTING PRECINCTS

The motion was made by Richard Shelley and seconded by Pat Martin, III to approve consolidating the Archer County Polling Precincts for the July 14, 2020 Primary Runoff Elections. Voting yes 1-2-3-Judge

9. Consider and/or approve the job position/description for secretary at the Archer County Extension Office. **Maranda Revell discussed the job description that the County Extension Office would be using for the job position of secretary.**

ORDER TO APPROVE JOB POSITION/DESCRIPTION

The motion was made by Darin Wolf and seconded by Pat Martin, III to approve the job description and part-time position for secretary at the Archer County Extension Office. Voting yes 1-2-3-Judge

10. Discuss and/or take action on *Standard Operating Procedure* for the Courthouse, Annex, and County Properties. **Randall C. Jackson discussed opening the Courthouse and Annex on Friday, May 29, 2020. The activity buildings will not be rented until further notice. No action taken.**

Having no further business to consider, the Court adjourned at 10:24 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, Archer County Clerk