

## THE COMMISSIONERS' COURT OF ARCHER COUNTY, TEXAS

met in Regular Session on Monday, January 25, 2021 at 10:00 a.m. The public was allowed access via teleconference.

Those present:

Randall C. Jackson	County Judge
Wade Scarbrough	Commissioner Prec. 1
Darin Wolf	Commissioner Prec. 2
Pat Martin, III	Commissioner Prec. 3
Darryl Lightfoot	Commissioner Prec. 4
Karren Winter	County Clerk

Patricia Vieth	Treasurer
Jack Curd	Sheriff
Donald Stevens	Constable Prec. 2
Shane Wright	EMC
Josh Smartt	CEA-ANR
Paul O. Wylie, Jr.	Auditor
David Levy	County Attorney
Cody Hundley	IT
Lori Rutledge	District Clerk
Nita Lewis	Court Coordinator

Citizens in attendance:

Paul Fleming with Edgin, Parkman, Fleming & Fleming, PC  
Nathan Lawson with Archer County News  
Todd Herring and James Mitchell with Archer County Junior Livestock Board

### 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 Darryl Lightfoot 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: **Jack Curd updated Court on insurance claim on Sheriff's Office vehicle that was totaled.**

**Josh Smartt introduced Show Board attendees. Todd Herring and James Mitchell reported on the Archer County Junior Livestock Show and Sale.**

**Lori Rutledge updated the Court that she was buying new chairs for her office.**

### D. ACTION AGENDA:

1. Approve departmental reports.

### **ORDER TO APPROVE REPORTS**

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

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

### **ORDER TO APPROVE CERTIFICATES**

The motion was made by Darryl Lightfoot and seconded by Pat Martin, III to approve education certificates: **Karren Winter; Wade Scarbrough.** Voting yes 1-2-3-4-Judge

5. Approve Publisher's Certificates. **Removed.**
6. Consider and/or take action on a revised Sheriff's Office Employee Handbook. **Jack Curd reported that he had not given David Levy a copy of the handbook at this time for his review.**

### **ORDER TO TABLE APPROVE HANDBOOK**

The motion was made by Randall C. Jackson and seconded by Wade Scarbrough to table approving Sheriff's Office Employee Handbook. Voting yes 1-2-3-4-Judge

7. Consider and/or take action to declare old and/or inoperable equipment at Sheriff's office as salvage/surplus. **Jack Curd discussed old monitors that needed to be disposed of.**

### **ORDER TO DISPOSE OF INOPERABLE EQUIPMENT**

The motion was made by Darin Wolf and seconded by Darryl Lightfoot to declare inoperable equipment salvage/surplus belonging to Sheriff's Office. Voting yes 1-2-3-4-Judge

8. Discuss and/or take action on Inmate Telephone Contract. **Jack Curd reported on the current contract the jail has in place. Curd discussed the new contract he would like the Court to consider.**

### **ORDER TO APPROVE CONTRACT**

The motion was made by Wade Scarbrough and seconded by Pat Martin, III to approve Inmate Telephone Contract with City Telacoin. Voting yes 1-2-3-4-Judge

9. Discuss and/or take action in regards to the Employee life insurance benefit. **Patricia Vieth discussed Employee life insurance policy the County has for each employee. Vieth reported that the policy is for \$15,000.00 per employee. She is asking the Court to consider changing to a policy that would be in the amount of \$35,000.00 for each employee, and the employee would be allowed to take the policy with them, if they choose, when they retire or leave.**

### **ORDER TO APPROVE EMPLOYEE LIFE INSURANCE**

The motion was made by Randall C. Jackson and seconded by Pat Martin, III to approve Kansas City Life for life insurance with a benefit of \$35,000.00 for County employees. Voting yes 1-2-3-4-Judge

### **ORDER TO KEEP CURRENT INSURANCE**

The motion was made by Randall C. Jackson and seconded by Wade Scarbrough to keep the current life insurance policy for 30 days until the county makes sure Kansas City Life has everything in place. Voting yes 1-2-3-4-Judge

10. Consider and/or approve the *Annual Financial Report* for the year ended September 30, 2020 as presented by the accounting firm of Edgin, Parkman, Fleming & Fleming, PC. **Paul Fleming discussed the audit for the year ending September 30, 2020.**

### **ORDER TO APPROVE REPORT**

The motion was made by Pat Martin, III and seconded by Darryl Lightfoot to approve Annual Financial Report for the year ending September 30, 2020 from Edgin, Parkman, Fleming & Fleming, PC. Voting yes 1-2-3-4-Judge

11. Consider and/or take action on a proposed contract with *Ashley Culley* to provide specialized I.T. work in regards to software installation for the 97<sup>th</sup> District Court, District Attorney, and District Clerks. **Randall C. Jackson discussed the IT work to be provided by Ashley Culley. Paul O. Wylie, Jr. discussed the District Court wanting to change software. The District Court is having issues with getting historical data from old system to new system. Lori Rutledge discussed that Wichita County and Clay County were LGS customers in the past and Ms. Culley was instrumental in moving the data. Paul O. Wylie, Jr. discussed using the contingent fund to cover the cost.**

### **ORDER TO APPROVE CONTRACT**

The motion was made by Pat Martin, III and seconded by Darryl Lightfoot to approve Ashley Culley as the specialized I.T. personnel for the installation of software for the 97<sup>th</sup> District Court, District Attorney and District Clerk in the amount of \$11,621.00. Voting yes 1-2-3-4-Judge

12. Discuss and/or take action on Body Cam and Dash Mount Camera system for Constable Pct. 2, Donald Stevens. **Donald Stevens discussed bids for body cam and dash mount camera system. Stevens discussed different bids he had received. David Levy reported that he reviews every video submitted to his office. Randall C. Jackson explained that Stevens is a bailiff and that a body cam would be a benefit for courtroom situations.**

### **ORDER TO APPROVE CAMERA SYSTEM**

The motion was made by Pat Martin, III and seconded by Wade Scarbrough to approve Body Cam and Dash Mount Camera System for Donald Stevens, Constable Precinct 2, with 10-8 Video System in the amount of \$2,703.95. Voting yes 1-2-3-4-Judge

13. Discuss and/or take action on the Covid-19 Vaccine Distribution. **Randall C. Jackson discussed distribution for the Covid-19 Vaccine. Jackson discussed a dedicated phoneline for people that do not have access to the internet. County Judge, Treasurer and District Clerk's offices will answer the phones. If any expenses are incurred, there is a 75/25 grant, with no cost to the County. No action taken.**
14. Discuss the Archer County *Election Security Assessment Scorecard*. **Randall C. Jackson and Cody Hundley discussed the assessment.**
15. Discuss and/or take action on replacing the Coax Cable on the Chalk Hill Tower. **Shane Wright discussed the coax cable on the tower that is needing to be replaced.**

### **ORDER TO APPROVE CABLE**

The motion was made by Pat Martin, III and seconded by Darin Wolf to approve replacing the Coax Cable on the Chalk Hill Tower by Mobile Phone of Texas, Inc. in the amount of \$9,500.00. Voting yes 1-2-3-4-Judge

16. Discuss and/or take action on *Jailer Accountability* software.

### **ORDER TO APPROVE SOFTWARE**

The motion was made by Wade Scarbrough and seconded by Darin Wolf to approve Jailer Accountability Software from Guard One. Voting yes 1-2-3-4-Judge

17. Discuss and/or take action on the Camera System at the Archer County Jail.

### **ORDER TO TABLE APPROVE CAMERA SYSTEM**

The motion was made by Randall C. Jackson and seconded by Pat Martin, III to table approving the purchase of a camera system for the Archer County Jail until it can be determined if existing system can be repaired. Voting yes 1-2-3-4-Judge

18. Adjourn into Executive Session.

**ORDER TO ADJOURN INTO EXECUTIVE SESSION**

The motion was made by Randall C. Jackson and seconded by Darryl Lightfoot to adjourn into Executive Session. Voting yes 1-2-3-4-Judge

Court convened into Executive Session at 10:56 am

**ORDER TO ADJOURN FROM EXECUTIVE SESSION**

The motion was made by Darryl Lightfoot and seconded by Darin Wolf to adjourn from Executive Session. Voting yes 1-2-3-4-Judge

Court adjourned from Executive Session at 11:15 am

19. Executive Session as authorized by Texas Government Code 551.076

**Having no further business to consider, the Court adjourned at 11:25 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**