

THE COMMISSIONERS' COURT OF ARCHER COUNTY, TEXAS

met in Regular Session on Monday, June 24, 2024 at 10:00 A.M.

Those present:

Randall C. Jackson
Wade Scarbrough
Darin Wolf
Pat Martin, III
Todd Herring
Karren Winter

County Judge
Commissioner, Precinct 1
Commissioner, Precinct 2
Commissioner, Precinct 3
Commissioner, Precinct 4
County Clerk

Patricia Vieth
Shane Wright
Jack Curd
Conner Deen
David Levy via zoom
Joe Aulds
Diana Patterson
Greg Anderson
Dawn Vieth
Lori Rutledge

Treasurer
EMC
Sheriff
Assistant County Attorney
County Attorney
Justice of the Peace, Precinct 1
Constable, Precinct 3
Deputy Sheriff
Tax Assessor/Collector
District Clerk

Public in Attendance:

Nathan Lawson – Archer County News
Jordyn Berend; Susie Wallace – Citizens
Rita Fyffe – Texas Association of Counties
Phillip Jones – Offen Petroleum LLC

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 Clerk

The meeting was called to order by Randy Jackson, and a quorum was noted.

B. Approve Final Agenda:

Item #6 was removed from the agenda.

ORDER TO APPROVE FINAL AGENDA

The motion was made by Pat Martin, III 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:

Rita Fyffe with Texas Association of Counties presented a 50-year plaque to Archer County for being a partner with them. Archer County was one of the first counties to join the association in 1974.

Jack Curd announced that Deputy Jack Monroe retired as of today.

D. ACTION AGENDA

1. Approve departmental reports.

ORDER APPROVING REPORTS

The motion was made by Wade Scarbrough and seconded by Todd Herring to approve departmental reports: **Treasurer**. Voting yes 1-2-3-4-Judge

2. Approve vouchers for payment.

ORDER APPROVING VOUCHERS

The motion was made by Todd Herring 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 Darin Wolf and seconded by Wade Scarbrough to approve line-item transfers. Voting yes 1-2-3-4-Judge

Department – Account	Account Name	Debit	Credit
010.0310.1233	Miscellaneous Income Revenues	7,824.40	
010.0419.0488	Data Processing (Statements)		7,824.40

Department – Account	Account Name	Debit	Credit
011.0310.1233	Miscellaneous Income Revenues	960.00	
011.0110.8586	General Fund Checking		960.00
023.0110.8586	General Fund Checking	960.00	
023.0400.0337	Bridge/Culvert Materials		960.00

Department – Account	Account Name	Debit	Credit
021.0310.1233	Miscellaneous Income Revenues	500.00	
021.0110.8586	General Fund Checking		500.00
023.0110.8586	General Fund Checking	500.00	
023.0400.0331	Fuel & Oil		500.00

- 4. Approve Education Certificates.

ORDER TO APPROVE CERTIFICATES

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

**Diana Patterson Administrative License Revocation (ALR) (#3402)
Suicide Detection & Prevention in Jails #3501 (TCOLE)
Inmate Rights & Privileges #3502 (TCOLE) Package**

- 5. Approve Publisher’s Certificates.

ORDER TO APPROVE CERTIFICATES

The motion was made by Wade Scarbrough and seconded by Darin Wolf to approve Publisher’s Certificates. Voting yes 1-2-3-4-Judge

Archer County News Fuel & Oil

- 6. Consider and/or approve Surety Bond for Assistant County Attorney. **Removed**
- 7. Open Bids for the purchase of Fuel and Oil.

Open bids

Double S Fuel

Description	Fixed amount over “rack price”	Remarks
Red Diesel	\$0.25	non-bio / winter & summer treatment included
Highway Diesel	\$0.25	non-bio / winter & summer treatment included
Unleaded Gas	\$0.25	

Will provide three fuel tanks

Kelly Propane & Fuel LLC

Description	Fixed amount over “rack price”	Remarks
Red Diesel	\$0.15	does not include tax or freight
Highway Diesel	\$0.15	does not include tax or freight
Unleaded Gas	\$0.15	does not include tax or freight

Will provide three fuel tanks, only if we deliver fuel

Haigood & Campbell, LLC

Description Fixed amount over "rack price" Remarks

Red Diesel	\$0.24	Today's rack price \$2.3397
Highway Diesel	\$0.24	Today's rack price \$2.3362
Unleaded Gas	\$0.24	Today's rack price \$2.2178
Will provide three fuel tanks		

Offen Petroleum, LLC

Description Fixed amount over "rack price" Remarks

Red Diesel	\$0.15	will provide tank if 3-year agreement
Highway Diesel	\$0.15	will provide tank if 3-year agreement
Unleaded Gas	\$0.15	will provide tank if 3-year agreement
Will provide three fuel tanks, tank agreement \$1,200.00 set-up fee to provide tanks for only 1 year.		

8. Award Bid for the purchase of Fuel and Oil.

ORDER TO ACCEPT BID

The motion was made by Darin Wolf and seconded by Todd Herring to accept the bid of Kelly Propane & Fuel, LLC as the Primary bid and the bids of Double S Fuel, Haigood & Campbell, LLC and Offen Petroleum, LLC as secondary bids. Voting yes 1-2-3-4-Judge

9. Consider and/or take action on subdivision Vanguard Addition.

ORDER TO TABLE APPROVING SUBDIVISION

The motion was made by Darin Wolf and seconded by Wade Scarbrough to table approving the Vanguard Addition Subdivision. Voting yes 1-2-3-4-Judge

10. Consider and/or take action on selecting a Grievance Committee.

ORDER TO SELECT COMMITTEE

The motion was made by Wade Scarbrough and seconded by Pat Martin, III to select a Grievance Committee made up of nine citizens. Voting yes 1-3-4-Judge; No 2

ORDER TO SELECT NAMES

The motion was made by Randy Jackson and seconded by Wade Scarbrough to select all 24 names submitted. Voting yes 1-2-3-4-Judge

Ryan Pare	Bradley Vestal	Nolan Waggoner	Kyle King
Jeffrey McCarthy	Jeffery Anderson	Minnetta Crowe	Brittni Begley
Christina Bobbitt	Melissa Henry	Mollie Kunkel	Kimberly Allen
Harley Crouse	Travis Fore	Christine Hall	Tracy Johnson
Christy Koski	Kaiden Montgomery	Joshua Ellis	Carol Sales
Robert Albert IV	Kristopher Humpert	Patricia Hardy	Lanell Beesinger

11. Consider and/or take action on Contract between Cintas and Archer Co. Sheriff's Dept. **Jack Curd discussed contract with Cintas.**

ORDER TO APPROVE CONTRACT

The motion was made by Todd Herring and seconded by Pat Martin, III to approve the contract between Cintas and Archer County Sheriff's Department. Voting yes 1-2-3-4-Judge

12. Consider and/or take action on a mower for the Sheriff's Dept. **Jack Curd reported that Commissioner Herring inquired about buying a used mower for Precinct 4 from the Sheriff's Department.**

ORDER TO ESTABLISH VALUE OF USED MOWER

The motion was made by Wade Scarbrough and seconded by Todd Herring for the Sheriff to inquire about the trade-in value of used mower; Precinct 4 will purchase the mower at trade-in value. Voting yes 1-2-3-4-Judge

13. Consider and/or take action on Software for the Sheriff's Dept. and travel to view said Software. **Jack Curd reported that he had narrowed the search for software down to three companies. Curd requested the Court to allow him to fly to Florida to see software in action at law enforcement agencies Archer County's size. He is able to drive to Anson in Jones County and Kaufman County to view the other two companies.**

ORDER TO APPROVE TRAVEL

The motion was made by Pat Martin, III and seconded by Todd Herring to allow Sheriff to fly to Florida to view Software. Voting yes 1-2-3-4-Judge

14. Consider and/or take action on costs of repairs for Auditor's office. **Randy Jackson discussed Skipworth Construction cost of plaster work and paint for the Auditor's Office.**

ORDER TO APPROVE COSTS

The motion was made by Darin Wolf and seconded by Wade Scarbrough to approve the costs in the amount of \$4,900.00 for plaster repairs and \$1,500.00 for painting in Auditor's office. Voting yes 1-2-3-4-Judge

15. Consider and/or take action on acquiring a new Printer for the Tax Assessor/Collector Office. **Dawn Vieth discussed the need to lease a color printer for the Tax Office. Vieth stated that the lease would be for 48 months.**

ORDER TO ALLOW PURCHASE

The motion was made by Todd Herring and seconded by Pat Martin, III to allow the Tax Assessor/Collector Office to enter into a 48-month lease with Dyna Systems for a new color printer, at a cost of \$156.29 per month (\$68.15 Maintenance and \$88.14 Lease cost). Voting yes 1-2-3-4-Judge

16. Consider and/or take action on adding Archer County Auditor on the JP 4 Pilgrim Bank service account. **Cristi Kellar reported that there was only one signature on the account at Pilgrim Bank and there needed to be two.**

ORDER TO ADD AUDITOR TO BANK ACCOUNT

The motion was made by Todd Herring and seconded by Wade Scarbrough to add the Auditor on the Justice of the Peace, Precinct 4's Pilgrim Bank account. Voting yes 1-2-3-4-Judge

Court recessed at 11:00 a.m.

Court reconvened at 11:05 a.m.

17. Consider and/or take action on Budget Items.

**Cristi Kellar gave a breakdown on the following budgets
Items discussed:**

#410 County Judge & County Court
#411 Courthouse building and maintenance
#412 Nondepartmental
#414 District Clerk

ORDER TO SET BUDGET WORKSHOP

The motion was made by Wade Scarbrough and seconded by Pat Martin, III to set Thursday, June 27, 2024 at 1:00 p.m. as a budget workshop. Voting yes 1-2-3-4-Judge

Having no further business to consider, the Court adjourned at 11:40 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*

Karren Winter, Archer County Clerk