

**THE COMMISSIONERS' COURT OF ARCHER COUNTY, TEXAS**

met in Regular Session on Monday, August 12, 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

Conner Deen  
David Levy via Zoom  
Patricia Vieth  
Maranda Revell  
Cristi Kellar  
Jack Curd  
Nita Lewis  
Brett Hoff  
Karen Aulds  
Dawn Vieth  
Justin Coleman  
Jay Franklin  
Greg Anderson

Asst. County Attorney  
County Attorney  
Treasurer  
CEA- FCH County Agent  
Auditor  
Sheriff  
Court Coordinator  
Constable, Precinct 4  
Chief Deputy County Clerk  
Tax Assessor/Collector  
Reserve Deputy Sheriff  
Deputy Sheriff  
Deputy Sheriff

**Public in Attendance:**

Jake Truette – Community/City of Archer City  
Ronnie Meyer – City of Archer City  
Leslie Hash – Archer County Republican Party  
Kendall Coleman  
Susie Wallace  
Nathan Lawson – Archer County News  
Pete Wolf – GMR/AMR

**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:**

**No items were removed from the agenda.**

**ORDER TO APPROVE FINAL AGENDA**

The motion was made by Darin Wolf and seconded by Wade Scarbrough to approve the Final Agenda. Voting yes 1-2-3-4-Judge

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

**No Public Comments**

**D. ACTION AGENDA**

1. Approve departmental reports.

**ORDER TO APPROVE REPORTS**

The motion was made by Todd Herring and seconded by Darin Wolf to approve departmental reports: **Treasurer; Indigent Health; Constable, Precinct 2; County Agents; Constable, Precinct 1.** Voting yes 1-2-3-4-Judge

2. Approve vouchers for payment.

**ORDER TO APPROVE VOUCHERS**

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

Department – Account	Account Name	Debit	Credit
084.0110.8586	General Fund Checking	40,082.66	
084.0200.2257	Transfers In		40,082.66
012.0110.8586	General Fund Checking		3,458.17
012.0200.2258	Transfers Out	3,458.17	
022.0110.8586	General Fund Checking		12,208.17
022.0200.2258	Transfers Out	12,208.17	
032.0110.8586	General Fund Checking		12,208.16
032.0200.2258	Transfers Out	12,208.16	
042.0220.22258	General Fund Checking		12,208.16
042.0200.2258	Transfers Out	12,208.16	

4. Approve Education Certificates.

**ORDER TO APPROVE CERTIFICATES**

The motion was made by Todd Herring and seconded by Pat Martin, III to approve Education Certificates. 1-2-3-4-Judge

<b>Todd Herring</b>	<b>North &amp; East County Judges &amp; Commissioner Annual Conference</b>	<b>11 hr</b>
	<b>Administrative Training: County Budgeting</b>	<b>4 hr</b>
<b>Dawn Vieth</b>	<b>Ethics for County Tax Assessor-Collectors</b>	<b>2 hr</b>
	<b>Wichita Falls Regional Meeting</b>	<b>5 hr</b>
	<b>90<sup>th</sup> Annual Tax Assessor-Collectors Association Conference</b>	<b>5.50 hr</b>
<b>Conner Deen</b>	<b>Prosecutor Trial Skills Course</b>	<b>27.5 hr</b>
	<b>Justice James A. Baker Guide to Ethics and Professionalism</b>	<b>4 hr</b>

5. Approve Publisher’s Certificates.

**ORDER TO APPROVE CERTIFICATES**

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

**Archer County News      1979 Hyster Lowboy Trailer**

6. Approve Minutes from previous month – July, 2024.

**ORDER TO APPROVE MINUTES**

The motion was made by Todd Herring and seconded by Darin Wolf to approve minutes from July, 2024. Voting yes 1-2-3-4-Judge

7. Consider and/or approve Sheriff and Constable Fees for 2025.

**ORDER TO APPROVE FEES**

The motion was made by Pat Martin, III and seconded by Todd Herring to approve Sheriff and Constable Fees for 2025. Voting yes 1-2-3-4-Judge

**ARCHER COUNTY  
2025 SHERIFF’S FEES**

**Notices:**

Subpoena	\$135.00
Summons	\$135.00
Writ of Attachment	\$200.00
Writ of Garnishment	\$200.00
Writ of Sequestration	\$200.00
Order of Sale	\$200.00
Writ of Possession	\$150.00 (2 hr maximum) 75.00 per hour per deputy after 2 hours
Forcible Detainer	\$125.00
Writ of Execution	\$200.00
Aircraft Repossession	\$200.00 (2 attempts with a \$125 fee each attempt after 2 attempts)

**Service Fees:**

Small Claims Citation	\$125.00
Justice Court Citation	\$125.00
All Other Court's Citation	\$125.00

**Other Service Fees:**

Mental Papers	\$115.00
Posting Written Notices	\$115.00
Sheriff's Deed/Bill of Sale	\$110.00
Temporary Restraining Order	\$200.00
Post Probate Citation	\$ 40.00
All other writs	\$200.00
Protective Order	\$200.00
Large Livestock Each Day	\$ 25.00
Small Livestock Each Day	\$ 20.00
Hauling Fee (Pickup & trailer)	\$110.00 per trailer load plus \$40.00 a Head (large) and \$20.00 a Head (small)
Catch Fee	(\$75.00 with horse) (\$100.00 with horse and rope) per horse
Penning Panels	\$100.00
Safe fee to sell head of Livestock	\$ 25.00
Livestock transported to Sale Barn	\$110.00
Impound Lot Storage Fee	\$ 21.63 a day

Interpreters for use at the Sheriff's Office

Book In or Book Out inmate	\$100.00
Magistration (Weekdays 8:00 am – 5 pm)	\$100.00
Magistration (After hours/Holiday)	\$125.00
Police Interview	\$100.00 per hour

8. Consider and/or approve Imposition of Optional Fees Calendar Year (CY) 2025.

**ORDER TO APPROVE OPTIONAL FEES**

The motion was made by Wade Scarbrough and seconded by Todd Herring to approve the Imposition of Optional Fees for Calendar Year 2025 in the amount of \$10.00. Voting yes 1-2-3-4-Judge

9. Consider and/or take action on the contract renewal for the printer at the Agri Life Extension Office.

**ORDER TO RENEW CONTRACT**

The motion was made by Todd Herring and seconded by Darin Wolf to renew contract for 48 months with Hudson Imaging Systems for a Kyocera copier located at the AgriLife Extension Office. Voting yes 1-2-3-4-Judge

10. Consider and/or approve Order of Election for the November 5, 2024 General Election. **Patricia Vieth presented Order of Election on behalf of Christie Mooney, Election Administrator.**

**ORDER TO APPROVE ORDER OF ELECTION**

The motion was made by Wade Scarbrough and seconded by Pat Martin, III to approve the Order to Election for the November 5, 2024 General Election. Voting yes 1-2-3-4-Judge

11. Open Bids for the sale of 1979 Hyster Lowboy Trailer.

Open bids

Robert G. Veitenheimer

\$400.00

12. Consider and/or take action to award bid for 1979 Hyster Lowboy Trailer.

### **ORDER TO ACCEPT BID**

The motion was made by Todd Herring and seconded by Pat Martin, III to accept the bid of Robert G. Veitenheimer in the amount of \$400.00 for 1979 Hyster Lowboy Trailer. Voting yes 1-2-3-4-Judge

13. Discuss and/or take action on ACISD Livestock Barn and Interlocal Agreement. **Randy Jackson reported that he and Conner Deen met with Jon Hartgraves, Superintendent Archer City ISD and Ryan Craftton Archer City Ag Teacher. They discussed allowing ACISD to build an additional building beside the current FFA pens west of the Archer County Junior Livestock Barn, on land owned by Archer County.**

### **ORDER TO APPROVE AGREEMENT**

The motion was made by Todd Herring and seconded by Darin Wolf to approve the Interlocal Agreement between Archer City Independent School District and Archer County. Agreement allows ACISD to construct an additional building beside the current FFA pens west of the Archer County Junior Livestock Barn, on land owned by Archer County. Voting yes 1-2-3-4-Judge

14. Discuss and/or take action on Burn Ban. **Randy Jackson discussed emergency burn ban he put in place.**

### **ORDER FOR BURN BAN**

The motion was made by Pat Martin, III and seconded by Wade Scarbrough to set a burn ban effective August 12, 2024 for 60 days. Voting yes 1-2-3-4-Judge

15. Discuss and/or take action on Budget Items.

Archer Ambulance Service

**Jake Truette reported to the Court that the City of Archer City had agreed to the second-year option with AMR on the ambulance service contingent on the county funding half of the cost in the amount of \$250,000.00. Truette also stated that the nonprofit was progressing. He had provided the State with the information they had requested. Pete Wolf discussed the second-year option to the Court and answered questions the County had on mutual aid with other ambulance services.**

Constable, Precinct 4

**Brett Hoff met with the Court to answer any questions that they had with his budget.**

### **ORDER TO CONVENE INTO EXECUTIVE SESSION**

The motion was made by Pat Martin, III and seconded by Darin Wolf to convene into Executive Session. Voting yes 1-2-3-4-Judge

Executive Session convened at 10:44 a.m.

Executive Session adjourned at 11:35 a.m.

### **ORDER TO ADJOURN FROM EXECUTIVE SESSION**

The motion was made by Wade Scarbrough and seconded by Todd Herring to adjourn from Executive Session until 1:00 p.m. Voting yes 1-2-3-4-Judge

**ORDER TO CONVENE INTO EXECUTIVE SESSION**

The motion was made by Randy Jackson and seconded by Pat Martin, III to convene into Executive Session. Voting yes 1-2-3-4-Judge

Executive Session reconvened at 1:00 p.m.

Executive Session adjourned at 1:24 p.m.

**ORDER TO ADJOURN FROM EXECUTIVE SESSION**

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

**No motion received from Executive Session.**

Commissioner Precincts

Precinct 5

**ORDER TO FUND**

The motion was made by Wade Scarbrough and seconded by Darin Wolf to reimburse Precinct 1 in the amount of \$35,425.00 for a Lowboy Trailer purchased with Precinct 1 funds. The funds will come from Precinct 5 in the new FY2024-2025 budget. Voting 1-2-3; No 4-Judge

**ORDER TO APPROVE SHARED COST**

The motion was made by Pat Martin, III and seconded by Todd Herring to approve the shared cost with the City of Archer City in the amount of \$250,000.00 for the Archer City Ambulance. Voting yes 1-3-4-Judge; no 2

16. Discuss and/or take action on Date and Time of Grievance Committee Hearing.

**ORDER TO SET WORKSHOP**

The motion was made by Randy Jackson and seconded by Wade Scarbrough to set a budget workshop for Friday, August 16, 2024 at 10:00 a.m.

**ORDER TO POSTPONE**

The motion was made by Randy Jackson and seconded by Pat Martin, III to postpone posting Elected Officials salaries in the newspaper until after Friday, August 16, 2024, and postpone Grievance Committee meeting. Voting yes 1-2-3-4-Judge

**Having no further business to consider, the Court adjourned at 2:20 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**