

THE COMMISSIONERS’ COURT OF ARCHER COUNTY, TEXAS
met in Regular Session on Monday, June 9, 2025 at 10:00 A.M.

Those present:

Randall C. Jackson		County Judge
Wade Scarbrough		Commissioner, Precinct 1
Darin Wolf		Commissioner, Precinct 2
Kendall Coleman		Commissioner, Precinct 3
Todd Herring		Commissioner, Precinct 4
Karren Winter	Absent	County Clerk
Karen Aulds		Chief Deputy Clerk
Jack Curd		Sheriff
Tyler Sales		Assistant County Attorney
Nita Lewis		Court Coordinator
Shane Wright		EMC
Lori Rutledge		District Clerk
Patricia Vieth		Treasurer
Cristi Kellar		Auditor
Jordyn Berend		County Attorney
Dawn Vieth		Tax Assessor/Collector

Public in Attendance:

Ronnie Meyer – City of Archer City
Landon Davis – Archer County News

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 #8 was removed from the agenda.

ORDER TO APPROVE FINAL AGENDA

The motion was made by Todd Herring 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:

No Public Comments

D. ACTION AGENDA

- 1. Approve departmental reports.
Treasurer; Indigent Health; and Commissioner, Precinct 1 Road Report

ORDER TO APPROVE REPORTS

The motion was made by Wade Scarbrough and seconded by Todd Herring to approve departmental reports: Treasurer; Indigent Health; and Commissioner, Precinct 1 Road Report. Voting Yes 1-2-3-4-Judge

- 2. Approve vouchers for payment.
Randy Jackson presented vouchers for payment.

ORDER TO APPROVE VOUCHERS

The motion was made by Darin Wolf and seconded by Kendall Coleman to approve vouchers for payment. Voting Yes 1-2-3-4-Judge

Item #7 was discussed in conjunction with Item #3

3. Approve line-item transfers.
Cristi Kellar led the discussion. She explained that she is recommending a Special Budget item for Prosecutor’s Office \$100,000 SB22 money, and recommending transferring County Attorney’s part-time expenses.

ORDER TO APPROVE TRANSFERS - BUDGET ITEMS
The motion was made by Todd Herring and seconded by Kendall Coleman to approve Special Budget for Prosecutor’s SB22 funding and line-item transfer to newly created department for this purpose. Voting Yes 1-2-3-4-Judge

The motion was made by Wade Scarbrough and seconded by Darin Wolf to transfer SB22 payroll expenses from County Attorney’s department to newly created County Attorney’s SB22 department. Voting Yes 1-2-3-4-Judge

Department – Account	Account Name	Debit	Credit
010.0438.0102	Regular Part-Time Salaries (Co. Atty SB22)	10,272.35	
010.0438.0114	Incentive (County Attorney SB22)	350.00	
010.0438.0115	Retirement (County Attorney SB 22)	891.22	
010.0438.0116	FICA (County Attorney SB22)	812.62	
010.0438.0315	Worker’s Compensation (County Atty SB22)	5.28	
010.0438.0316	Unemployment (County Attorney SB22)	7.44	
010.0418.0107	SB22 Salaries (County Attorney)		10,272.35
010.0418.0114	Incentive (County Attorney)		350.00
010.0418.0115	Retirement (County Attorney)		891.22
010.0418.0116	FICA (County Attorney)		812.62
010.0412.0315	Worker’s Compensation (Non-Departmental)		5.28
010.0412.0316	Unemployment (Non-Departmental)		7.44
		12,338.91	12,338.91
010.0438.0101	Full Time Salaries (County Attorney SB22)	46,300.00	
010.0438.0102	Regular Part-Time Salaries (Co. Atty)	16,650.00	
010.0438.0107	SB22 Salaries (County Attorney SB220)	9,850.00	
010.0438.0114	Incentive (County Attorney SB22)	350.00	
010.0438.0115	Retirement (County Attorney SB 22)	6,140.00	
010.0438.0116	FICA (County Attorney SB22)	5,600.00	
010.0438.0117	Medical Insurance (Co Atty SB22)	11,636.00	
010.0438.0118	Cancer & Life Insurance (Co Atty SB22)	377.00	
010.0438.0120	HSA Funding (Co Atty SB22)	3,000.00	
010.0438.0315	Worker’s Compensation (Co Atty SB22)	51.00	
010.0438.0316	Unemployment (Co Atty SB22)	46.00	
010.0310.1342	SB22 Grant Income (General Fund)		100,000.00
		100,000.00	100,000.00

4. Approve Education Certificates.
Wade Scarbrough Pesticide Applicator Training – 8 hours
Cary Lundy Pesticide Applicator Training – 8 hours
Darin Wolf West Texas CJCA Conference – 11 hours

ORDER TO APPROVE CERTIFICATES
The motion was made by Darin Wolf and seconded by Kendall Coleman to approve Education Certificates. Voting Yes 1-2-3-4-Judge

5. Approve Publisher’s Certificates.
Archer County News Notice to bidders for Road Material
Notice to bidders for Fuel & Oil

ORDER TO APPROVE CERTIFICATES
The motion was made by Kendall Coleman and seconded by Todd Herring to approve Publisher’s Certificates. Voting Yes 1-2-3-4-Judge

6. Approve Minutes from previous month – May, 2025.

ORDER TO APPROVE MINUTES

The motion was made by Todd Herring and seconded by Kendall Coleman to approve the Minutes for May, 2025. Voting Yes 1-2-3-4-Judge

7. Special Budget Amendment to certify Revenue from Rural Prosecutor's Office Salary Assistance Grant Program (SB22).

See Item #3

8. Discuss and/or take action on Vieth Farms Subdivision Plat. Removed

9. Discuss and/or take action on replat of Lots 37 & 38 Blk 1 of Mackey Ranch Estates. **Darin Wolf has not heard from the owners. No Action Taken**

Randy Jackson reported that he and Shane Wright have been asked to consider locations and/or permits for battery storage units. He would like to resume the meetings regarding Subdivision Regulations. Tyler Sales agreed with revisiting Subdivision Regulations.

10. Discuss and/or take action on Funding for additional personnel in the Tax Assessor-Collector Office.

Cristi Kellar reported that Dawn Vieth is wanting to hire an additional staff person in July. She reviewed the costs for the three-month period (prior to the next budget year beginning October 1st):

Tax Assessor/Collector's portion = \$10,890.61

Non-departmental portion = \$3,768.15

Total = \$14,658.15 (difference of approximately \$5,000.00)

Answering questions from Darin Wolf and Todd Herring, Dawn Vieth explained that the reason she wants to hire now is to allow for the required training prior to October 1st, when her office is busier. She also believes that she will have the additional funds to keep the additional position funded in next year's budget.

ORDER TO APPROVE FUNDING

The motion was made by Wade Scarbrough and seconded by Kendall Coleman to approve transferring \$5,000.00 from contingency funds to the Tax Assessor/Collector's department for additional personnel. Voting Yes 1-3-4, voting No 2-Judge

11. Consider and/or approve a Resolution authorizing the Archer County Sheriff to enter into an Agreement between Archer County and TxDOT in regards to the Flock Cameras.

Jack Curd provided background information on the cameras. He stated that we have to submit the Resolution to TxDOT in order for TxDOT to release the permit. Randy Jackson believes that the cameras are effective tools, based on his conversations with other county judges and law enforcement officers.

ORDER TO APPROVE RESOLUTION

The motion was made by Todd Herring and seconded by Darin Wolf to approve the Resolution authorizing the Archer County Sheriff to enter into an Agreement between Archer County and TxDOT for flock cameras. Voting Yes 1-2-3-4-Judge

12. Consider and/or take action on replacing the Sanitizer at the Archer County Jail.

Jack Curd reminded the court that he had previously mentioned the condition of the kitchen equipment. There is a health code requiring sanitizing dishes at a high heat. The current sanitizer is rusted and beyond

repair. Sheriff Curd stated that it would cost approximately \$12,000 to replace it, and he does not have the funds in his current budget. Wade Scarbrough asked the sheriff to get a “hard” quote to present to the Commissioners.

ORDER TO TABLE APPROVING REPLACING SANITIZER

The motion was made by Wade Scarbrough and seconded by Darin Wolf to table approving replacing the Sanitizer at the Archer County Jail. Voting Yes 1-2-3-4-Judge

Following Item was discussed in Open Court.

13. Discuss and/or take action on Personnel matters.

Randy Jackson led the discussion regarding negative accrual of sick leave. We currently have situations regarding one employee each in the ACSO and Tax Office. Jordyn Berend stated that we can do this, but it requires amending the Personnel Policy. She referenced information that she provided to Commissioners. Ms. Berend stated that if they want to include employee and immediate family members, she would need to revise the document that she provided to the court. There was considerable discussion, including having the policy include immediate family; the difference in borrowing against your own sick leave and a sick leave pool; and how negative balances may be repaid.

ORDER TO APPROVE ADDITIONAL EMPLOYEE

The motion was made by Todd Herring and seconded by Wade Scarbrough to amend the Personnel Policy to allow borrowing sick leave for employee and/or their immediate family member, if approved by the department head and the County Treasurer.

Voting Yes 1-2-3-4-Judge

Having no further business to consider, the Court adjourned at 10:39 AM.

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