

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

met in Regular Session on Monday, August 11, 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	County Clerk

Jack Curd	Sheriff
Shane Wright	EMS
Cristi Kellar	Auditor
Patricia Vieth	Treasurer
Jay Franklin	Deputy Sheriff
Jordyn Berend	County Attorney
Tyler Sales	Asst. County Attorney
Nita Lewis	Court Coordinator
Dawn Vieth	Tax Assessor/Collector
Lori Rutledge	District Clerk
Kortney Kulhanek	County Agent CEA-ANR

**Public in Attendance:**

Ronnie Meyer – City of Archer City  
Chris Koetter – Citizen  
Lindsey Mitchell - Archer County Junior Livestock Association  
Nathan Lawson – Archer County News  
Ava Dora, Eva Dora, Grant Dora, Baylor Mitchell, Ava Koetter and Brantley Humpert - Archer County 4H

**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.**

A. Approve Final Agenda:

**Items #3 and #5 were removed from the agenda.**

**ORDER TO APPROVE FINAL AGENDA**

The motion was made by Todd Herring and seconded by Kendall Coleman to approve the Final Agenda. Voting Yes 1-2-3-4-Judge

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

**The Archer County State Dairy Judging Team reported to the Court that they had won State at the Fort Worth Stock Show. They are headed to Nationals in Wisconsin in the fall. This is the first time in 20 years that Archer County has made it back to Nationals in Dairy Judging. The team thanked their coach, Lindsay Mitchell. Congratulations Team!**

**Todd Herring reported that he and Ronnie Myer working on the 501(c)(3) Nonprofit for the Ambulance Service. Herring discussed the need for the Nonprofit.**

D. ACTION AGENDA

1. Approve departmental reports.

**ORDER APPROVING REPORTS**

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

- 2. Approve vouchers for payment.

**ORDER TO APPROVE VOUCHERS**

The motion was made by Kendall Coleman and seconded by Darin Wolf 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 Wade Scarbrough and seconded by Todd Herring to approve Education Certificates. Voting yes 1-2-3-4-Judge

Kendall Coleman	2025 County Admin Training: Emergency Management North & East TX CJCA Annual Conference	4 hrs 11 hrs
Todd Herring	2025 County Admin Training: Emergency Management North & East TX CJCA Annual Conference	4 hrs 11 hrs
Patricia Vieth	2025 Certificate of Compliance County Treasurers' Assn.	
Christie Mooney	Webinar Attendance Certification 2024-2025 Texas Elections Administrator Area Training	

- 5. Approve Publisher's Certificates. **Removed**
- 6. Approve Minutes from previous month – July, 2025.

**ORDER TO APPROVE MINUTES**

The motion was made by Darin Wolf and seconded by Kendall Coleman to approve minutes from July, 2025. Voting yes 2-3-4-Judge; Abstain 1

- 7. Discuss and/or take action on the County's Hardware contract with LGS. **Randy Jackson reported that LGS was getting out of the hardware business. Sam Goldsmith with Goldsmith Solutions, LLC is an IT company that will also work on County hardware. Judge Jackson has not received a bid at this time. He will have the information for the Thursday budget workshop. No action taken.**
- 8. Consider and/or take action on Imposition of Optional Fees – Calendar Year 2026. **Dawn Vieth requested that the Court approve the \$10.00 Optional Fee for DMV. Vieth reported that the fee is the same as last year.**

**ORDER TO APPROVE FEE**

The motion was made by Wade Scarbrough and seconded by Darin Wolf to approve the Imposition of Department of Motor Vehicles Optional Fee of \$10.00 for Calendar Year 2026. Voting yes 1-2-3-4-Judge

**Item #9 was discussed during budget workshop. The Item will be added to the August 14, 2025 budget workshop agenda.**

- 9. Discuss and/or take action on Personnel Policy changes. **No action taken.**

10. Discuss and/or take action on the State Health Nurse Building lease/contract at 511 S Cedar, Archer City, Texas. Randy Jackson discussed the lease agreement with the State Health Nurse Building that was entered into in 2009. Judge Jackson reported that from that time forward, the County has not charged a rent fee and the County pays the majority of the utility fees. The last six months the Court has received several demand letters on maintenance of the building. Judge Jackson stated that he had spoken to the area supervisor about the demand letters. Jackson reported that he had advised her that he would like to renegotiate the contract. Judge Jackson discussed with Beth Ann Oswald about the building. The building is 1,251 sq feet. Ms. Oswald recommended that the Court could charge \$1,200.00 to \$1,500.00 a month for rent. Jackson stated that the Work Crew mows the grass. He also stated that he would like to see the utilities be paid by the State moving forward. The State Health Nurse also does work in Clay County and Young County; it is not exclusively for Archer County. Darin Wolf stated that he doesn't see a monthly report on what they do. Commissioner Wolf reported that he and Commissioner Coleman went with their road hands and did some repairs for them recently. Wolf suggested that the County should charge some type of fee to be able to recover the cost of the materials. Darin Wolf and Randy Jackson reported that the demand letters were not coming from the local workers of the State Health Nurse Office.

#### **ORDER TO PREPARE LEASE CONTRACT**

The motion was made by Randy Jackson and seconded by Kendall Coleman to have Assistant County Attorney, Tyler Sales to prepare a new lease/contract on the State Health Nurse Building located at 511 S. Cedar, Archer City, Texas. Voting yes 1-2-3-4-Judge

#### **ORDER TO INCLUDE RENT AMOUNT**

The motion was made by Randy Jackson and seconded by Kendall Coleman to include in the new lease contract to add a \$1,200.00 rent fee per month, plus utilities in the new lease contract. Voting yes 1-2-3-4-Judge

11. Discuss and/or take action on maintenance/improvements at the ACJLS facility. **Lindsey Mitchell with the Archer County Junior Livestock Show Board discussed improvements that have been made to the Show Barn. Mrs. Mitchell reported that the next project was to finish the electrical work that was started last year. Mrs. Mitchell stated that the Board was requesting \$5,000.00 to finish the electrical work. She reported that the last Livestock Show had 276 participates, 569 entries that received a \$523,875.00 revenue for the participates. It was a phenomenal sale.**

#### **ORDER TO APPROVE MAINTENANCE**

The motion was made by Kendall Coleman and seconded by Todd Herring to approve maintenance at the Archer County Junior Livestock Show facility in the amount of \$5,000.00. Voting yes 1-2-3-4-Judge

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

Budget items discussed:

Cristi Kellar reported that the tax rate she recommends is 0.53152. She stated that the following big-ticket items were requested:

Insurance premiums went up 25%; total is \$50,000.00

District Court for a \$100,000.00 increase

New Repeater \$65,000.00

5-7% raises \$277,000.00

Court recessed at 11:19 A.M.

Court reconvened at 11:25 A.M.

Cristi Kellar suggested that the Court go through line item by line item to see if some could be reduced.

Dawn Vieth explained the decreases in values. Bobcat Bluff Wind Farm will come off the abatement this year, which is a decrease of \$16 million dollars, and Windthorst #2 Wind Farm came off the abatement in 2024, at a decrease of \$4.5 million dollars.

Cristi Kellar reported that there were ten parttime employees that would qualify for insurance at a cost of \$969.68 per month, in the amount of \$116,000.00, with an 8% increase that would be an increase of \$125,000.00 to the budget. She questioned if they would offer HSA funds. Randy Jackson stated that he was not in favor of giving the HSA funds. Jackson stated that he didn't think most of them would want it. He discussed offering the part-time a stipend if they opted out of the insurance which would be \$3,365.50. Todd Herring and Darin Wolf stated that the order was not to give the stipend. Darin Wolf doesn't think this is the time for the County to take this on. He believes that it is a good idea but just not the right time. Patricia Vieth stated that the part-time employees get paid more because they are part-time, with the ability for overtime.

### **ORDER TO RECESS**

The motion was made by Randy Jackson and seconded by Darin Wolf to recess until 2:00 P. M. Voting yes 1-2-3-4-Judge

Court recessed at 12:20 P. M.

Court reconvened at 2:00 P. M.

Cristi Kellar asked the court to consider items in Non-Departmental fund. The Court started going through each line in the Non-Departmental fund and then continued through each department, either cutting an item or reducing an item.

The Court asked Cristi Kellar to incorporate all of the changes into the budget for review/discussion at Thursday's budget workshop.

**Having no further business to consider, the Court adjourned at 3:32 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**