

HOWARD COUNTY COMMISSIONERS' COURT AGENDA
DECEMBER 26, 2018

The following item(s) of business will be discussed and possible action taken in a regular meeting of the Howard County Commissioners' Court to be held on **WEDNESDAY, DECEMBER 26, 2018** in the **Commissioners' Courtroom on the 3rd Floor** of the Howard County Courthouse. The meeting will commence at **3:30 P.M.**

Announcement: Anyone intending to address the Commissioners' Court shall complete and turn in the designated form to County Judge. Please silence cell phones.

Call to Order

• **Judge Kathryn G. Wiseman**

- ✓• Discussion/Possible Action: Accept retirement resignation of Justice of the Peace Pct 1 Pl 1 Bennie Green
- ✓• Discussion/Possible Action: Accept Bonds for Elected and Appointed Officials
- ✓• Discussion/Possible Action: Business Associate Agreement with West Texas Centers
- ✓• Discussion/Possible Action: Code of Conduct Agreement with West Texas Centers

• **Auditor Jackie Olson**

- ✓• Discussion/Possible Action: Requisitions/Purchase Requests
- ✓• Discussion/Possible Action: Invoices
- ✓• Discussion/Possible Action: Budget Amendments
- ✓• Discussion/Possible Action: Monthly Financial Report

▪ **Treasurer Sharon Adams**

- ✓• Discussion/Possible Action: Approve Payroll
- ✓• Discussion/Possible Action: Personnel Considerations
- ✓• Discussion/Possible Action: Presentation of Treasurer's Monthly Payroll Report
- ✓• Discussion/Possible Action: Presentation of Treasurer's Monthly Report
- ✓• Discussion/Possible Action: EXECUTIVE/CLOSED SESSION – A closed meeting will be held pursuant to Sec 551.074 of the Texas Government Code

▪ **County Clerk Brent Zitterkopf**

- ✓• Discussion/Possible Action: Clerk's Monthly Report

▪ **Commissioner John Cline**

- ✓• Discussion/Possible Action: Road Construction/Maintenance

▪ **Road Administrator Brian Klinksiek**

- ✓• Discussion/Possible Action: Road Maintenance and Repair *nothing*
- ✓• Discussion/Possible Action: Request to purchase emulsion

- Discussion of Law Enforcement Radio System and take any necessary action
- Citizen input for those registered to make comments
- Opportunity for mention of any items to be on the future agendas



Kathryn G. Wiseman

Kathryn G. Wiseman
County Judge, Howard County, Texas

The Commissioners' Court may convene in Executive Session pursuant to Gov. 551.001 et seq. on any of the above items.

FILED at 1:32 pm M O'clock 12-21-18
Brent Zitterkopf, County Clerk, Howard County, Tex
By [Signature] Dept

BE IT REMEMBERED that on the 26th day of December, A.D. 2018 the Commissioner Court of Howard County met in Regular session at 3:30 PM with **KATHYRN G. WISEMAN**, County Judge as the Presiding Officer. The following members were present: **OSCAR GARCIA**, Commissioner Precinct No. 1, **JIMMIE LONG**, Commissioner Precinct No. 3 and **JOHN H. CLINE**, Commissioner Precinct No. 4. **CRAIG BAILEY**, Commissioner Precinct No. 2 was absent.

The meeting was called to order @ 3:31 PM.

A motion was made by Commissioner Garcia and seconded by Commissioner Cline to accept the retirement resignation of Bennie Green, JP1-1 effective December 31, 2018 as presented by Kathryn Wiseman, County Judge. A vote was taken and the members of the Court unanimously voted "AYES". Motion carried.

A motion was made by Commissioner Long and seconded by Commissioner Garcia to accept the bonds for the Elected Officials as presented by Kathryn Wiseman, County Judge. They are as follows: Brent Zitterkopf, County Clerk; Colleen Barton, District Clerk; Angela Griffin, JP1-1; Kathryn Wiseman, County Judge; Michael McBrayer, County Surveyor; Connie Rae Shaw, JP2; Craig Bailey, Pct. 2 Commissioner; John Cline, Pct. 4 Commissioner; Robert F. Fitzgibbons, Jr., JP1-2 and Sharon Adams, County Treasurer. A vote was taken and the members of the Court unanimously voted "AYES". Motion carried.

Judge Kathryn Wiseman stated there will be a Special Called Meeting of the Commissioners Court for the swearing in ceremony on January 2, 2019 @ 10:00 AM.

A motion was made by Commissioner Cline and seconded by Commissioner Long to approve the Business Association Agreement and the Code of Conduct Agreement with West Texas Centers and give Judge Kathryn Wiseman permission to sign the agreements as presented by Kathryn Wiseman, County Judge. A vote was taken and the members of the Court unanimously voted "AYES". Motion carried.

A motion was made by Commissioner Cline and seconded by Commissioner Garcia to approve Purchase Requests as presented by Jackie Olson, County Auditor. The requests are as follows: Library for children's books from Possum Grape RHK, Inc. @ \$1302.11; IT for 1-support and 100-email archival licenses from Stimulus Software Archival @ \$1785.54; Sheriff for 3 laptop mounts from Chief @ \$1180.43. A vote was taken and the members of the Court unanimously voted "AYES". Motion carried.

A motion was made by Commissioner Long and seconded by Commissioner Cline to approve the Invoices as presented by Jackie Olson, County Auditor. Added was materials

purchased from Bayhill Roadway Products, the only supplier in this area, for 4 precast concrete safety end treatments (SETs) and 18" corrugated metal pipe (CMP). The CMP was sold to Howard County at the same price quoted by Sweetwater Steel and saves the time and fuel going to Sweetwater. A vote was taken and the members of the Court unanimously voted "AYES". Motion carried.

A motion was made by Commissioner Cline and seconded by Commissioner Long to approve Budget Amendments for year 2017-2018 as presented by Jackie Olson, County Auditor. A vote was taken and the members of the Court unanimously voted "AYES". Motion carried.

A motion was made by Commissioner Long and seconded by Commissioner Garcia to approve the Auditor's Monthly Report for November 2018 as presented by Jackie Olson, County Auditor. A vote was taken and the members of the Court unanimously voted "AYES". Motion carried.

Jackie Olson, County Auditor, presented copies of rent checks received from Kothmann Enterprises dating back to August 15, 2018 for a total of \$6250. The Court directed her to continue holding the checks until a workshop can be scheduled sometime after the first of the year.

A motion was made by Commissioner Cline and seconded by Commissioner Garcia to approve the payroll as presented by Sharon Adams, County Treasurer. A vote was taken and the members of the Court unanimously voted "AYES". Motion carried.

A motion was made by Commissioner Long and seconded by Commissioner Cline to approve Personnel Considerations as presented by Sharon Adams, County Treasurer. A vote was taken and the members of the Court unanimously voted "AYES". Motion carried.

A motion was made by Commissioner Garcia and seconded by Commissioner Long to approve the Treasurer's Monthly Payroll Report for November 2018 as presented by Sharon Adams, County Treasurer. A vote was taken and the members of the Court unanimously voted "AYES". Motion carried.

A motion was made by Commissioner Cline and seconded by Commissioner Garcia to approve the Treasurer's Monthly Report for November 2018 as presented by Sharon Adams, County Treasurer. A vote was taken and the members of the Court unanimously voted "AYES". Motion carried.

The Court went into Executive / Closed session @ 3:50 PM and reconvened into Regular session @ 3:53 PM.

A motion was made by Commissioner Long and seconded by Commissioner Garcia to extend two weeks from the sick leave pool for an unnamed employee due to HIPPA laws. A vote was taken and the members of the Court unanimously voted "AYES". Motion carried.

A motion was made by Commissioner Garcia and seconded by Commissioner Cline to approve the County Clerk's Monthly Report for November 2018 as presented by Brent Zitterkopf, County Clerk. A vote was taken and the members of the Court unanimously voted "AYES". Motion carried.

A motion was made by Commissioner Long and seconded by Commissioner Garcia to go out on bids for work that badly needs to be done immediately on County Roads 19, 34, and 35 as presented by John Cline, Commissioner Precinct 4. A vote was taken and the members of the Court unanimously voted "AYES". Motion carried.

A motion was made by Commissioner Cline and seconded by Commissioner Long to approve the purchase of emulsion at a cost of \$15,000 - \$20,000 as presented by Brian Klinsiek, County Road Administrator. A vote was taken and the members of the Court unanimously voted "AYES". Motion carried.

A motion was made by Commissioner Long and seconded by Commissioner Garcia to adjourn. A vote was taken and the members of the Court unanimously voted "AYES". Motion carried.

Court was adjourned @ 3:58 PM.

STATE OF TEXAS

COUNTY OF HOWARD

I, Brent Zitterkopf, Howard County Clerk, attest that the foregoing is a true and accurate accounting of the Commissioners Court authorized proceedings for December 26, 2018.



Brent Zitterkopf, Howard County Clerk

Clerk of the Commissioners Court

Howard County, Texas