

HOWARD COUNTY COMMISSIONERS COURT

AGENDA
May 11, 2020

The following item(s) of business will be discussed and possible action taken in a meeting of the Howard County Commissioners' Court to be held on **May 11, 2020. A budget workshop will begin at 2:30 P.M. in the Commissioners Courtroom. Court will recess and reconvene at 3:30 P.M. for the regular meeting.** Please see below for meeting location details.

Location: Howard County Courthouse
300 S. Main St
Big Spring, TX 79720

Announcement: Pursuant to the Suspension Order by Governor Abbott, the Howard County Commissioners Court Meeting will be closed to protect the public, staff and members from potential exposure to the Coronavirus (COVID-19). The public may participate in the meeting through the following video conference link:
<https://www.facebook.com/Howard-County-Info-Tech-110733893888746/>

Call to Order

BUDGET WORKSHOP: 2:30 PM

Location: Commissioners Courtroom (3rd Floor of County Courthouse)

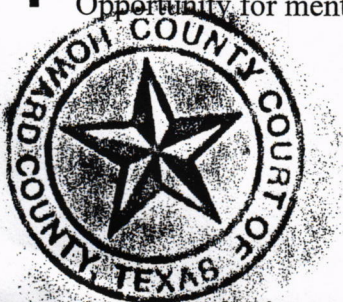
- Budget Workshop with Possible Action (recess and reconvene at 3:30 pm. for regular session)
 - Discuss Emergency Management Position
 - Designate Officer / Employee to calculate no-new-revenue tax rate and voter approval tax rate and certify accuracy of tax rate calculations form

REGULAR SESSION – 3:30 PM:

Location: Commissioners Courtroom (3rd Floor of County Courthouse)

- **Citizen input for those registered to make comments**
- **Judge Kathryn G. Wiseman**
 - Discussion / Possible Action: Burn Ban Order
 - Discussion / Possible Action: JP Clerk Seminar (JP 1-2, Fitzgibbons)
 - Discussion / Possible Action: Retainer Agreement from Allison, Bass, and Magee, LLP
 - Discussion / Possible Action: Proposal of The Master's Touch, LLC Mailing Service Contract for the Tax Assessor/Collector's Office (Tiffany Sayles)
 - Discussion / Possible Action: Screening & Masks at Courthouse
- **Sharon Adams, County Treasurer**
 - Discussion / Possible Action: Personnel Consideration – EXECUTIVE/CLOSED SESSION – A closed meeting will be held pursuant to Section 551.074 of the Texas Government Code
 - Discussion / Possible Action: Treasurer's Monthly Report (April)
 - Discussion / Possible Action: TCDRS 2021 Plan Assessment
- **Jackie Olson, County Auditor**
 - Discussion / Possible Action: Approve Invoices
 - Discussion / Possible Action: Approve Purchase Requests
 - Discussion / Possible Action: Approve Budget Amendments
- **Jodi Duck, Elections Administrator**
 - Discussion / Possible Action: Deciding locations for additional vote centers
 - Discussion / Possible Action: Contract for additional election equipment to be used at new locations
 - Discussion / Possible Action: Possible donation of building for Elections Dpt. by City
- **Brian Klinksiek, Road Engineer**
 - Discussion / Possible Action: Roadway Maintenance Updates
- **Brent Zitterkopf, County Clerk**
 - Discussion / Possible Action: Presentation of Monthly Report
- **Commissioner Jimmie Long, Pct. 3**
 - Discussion / Possible Action: Temporary Salt Water Cross Line on Old Howard County Airport
- Discussion of Law Enforcement Radio System and take any necessary action
- Opportunity for mention of any items to be on the future agendas

Attest:



Kathryn G. Wiseman
Kathryn G. Wiseman
Howard County Judge
Phone. 432-264-2203
Fax. 432-264-2238

BY DEPUTY *Trent Powell*
COUNTY CLERK HOWARD COUNTY
2020 MAY -8 PM 1:12
FILED
Posted

Pursuant to the authority granted under Government Code, Chap. 551, the Commissioners Court may convene a closed session to discuss any of the above agenda items. Immediately before any closed session, the specific section or sections of Government Code, Chap. 551 that provides statutory authority will be announced

BE IT REMEMBERED that on the 11th day of May, A.D. 2020 the Commissioner Court of Howard County met in Budget workshop session at 2:30 PM and Regular session @ 3:30 PM with **KATHYRN G. WISEMAN**, County Judge as the Presiding Officer. The following members were present: **CRAIG BAILEY**, Commissioner Precinct No. 2, **JIMMIE LONG**, Commissioner Precinct No. 3 and **JOHN H. CLINE**, Commissioner Precinct No. 4. **OSCAR GARCIA**, Commissioner Precinct No. 1 was absent.

The meeting was called to order @ 2:31 PM.

Commissioners discussed and decided that an ad needs to be run in the newspaper advertising for applications to fill the unexpired term of Connie Shaw, Justice of the Peace, Precinct 2 that is retiring the last day of June.

Judge Wiseman discussed the need to hire an Emergency Management Coordinator to replace Terry Chamness who resigned. Brian Gordon, Emergency Management Coordinator for the City of Big Spring has agreed to fill in temporarily. Judge Wiseman stated that he will not accept compensation for the position.

A motion was made by Commissioner Bailey and seconded by Commissioner Long to designate Tiffany Sayles, Tax Assessor-Collector, as the Officer/Employee to calculate no-new-revenue tax rate and voter approval tax rate and certify accuracy of tax rate calculations form. A vote was taken and the members of the Court unanimously voted "AYES". Motion carried.

It was decided by the Court that money received from the leased space on the Echols Tower will be deposited to the General Fund and the Auditor will make a spreadsheet to keep count of the revenue. No action needed.

Commissioner Bailey gave an update of what is happening with the towers for the radio system. No action needed.

Judge Wiseman discussed re-opening of the Courthouse. She stated that she had a meeting with the department heads and it was decided to continue with the screening and wearing masks when in the hallway. It will be looked at again on June 1, 2020. However, people will be allowed to go to the Election Administrators Office effective immediately due to the upcoming runoff election and deadlines for registering to vote. No action needed.

Court recessed @ 3:10 PM.

Court reconvened into Regular session @ 3:30 PM.

A motion was made by Commissioner Cline and seconded by Commissioner Bailey to prohibit outdoor burning until August 10, 2020 as presented by Kathryn Wiseman, County Judge,

at the request of Mitchell Hooper, VFD Fire Chief. A vote was taken and the members of the Court unanimously voted "AYES". Motion carried.

The JP Clerk Seminar listed on the Agenda has been postponed to a future date and no need for action is needed.

A motion was made by Commissioner Long and seconded by Commissioner Bailey to approve a Retainer Agreement from Allison, Bass, and Magee, LP 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 Bailey and seconded by Commissioner Cline to approve The Master's Touch, LLC Mailing Service Contract for the Tax Assessor/Collector's Office as presented by Tiffany Sayles, Tax-Assessor Collector. A vote was taken and the members of the Court unanimously voted "AYES". Motion carried.

Judge Wiseman announced to the public that the Courthouse would continue operating under the current situation of screening at the door and wearing masks until June 1, 2020 when the situation will be looked at again to possibly reopen the doors. No action needed.

A motion was made by Commissioner Long and seconded by Commissioner Bailey to approve the 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 Cline and seconded by Commissioner Long to approve the Treasurer's Monthly Report for April 2020 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 Bailey and seconded by Commissioner Long to approve the TCDRS 2021 Plan Assessment as presented by Sharon Adams, County Treasurer. A vote was taken and the members of the Court unanimously voted "AYES". Motion carried.

The Executive / Closed session for Personnel Considerations was no longer needed.

A motion was made by Commissioner Cline and seconded by Commissioner Long to approve the Invoices with the exception of Reliant Energy for the Echols Tower 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 Cline to approve the Purchase Requests as presented by Jackie Olson, County Auditor. The requests are as follows: IT for Microsoft Office 365 email system from GDT @ \$500 per month; Sheriff for

surveillance recorder and camera from CCTV Security Pros @ \$4090; Jail for two Canon Document Scanners from New Egg @ \$3924; Jail for air conditioner replacement from JL's Heating and AC @ \$22250. A vote was taken and the members of the Court unanimously voted "AYES". Motion carried.

There were no Budget Amendments on this date.

A motion was made by Commissioner Long and seconded by Commissioner Cline to approve ordering 20 additional voting machines and components needed, rather than the 33 requested, as presented by Jodi Duck, Elections Administrator. 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 Bailey to designate Prairie View Baptist Church, Forsan Baptist Church and Salem Baptist Church as voting centers in addition to the four current locations in order to have the number of polling locations mandated by law as presented by Jodi Duck, Elections Administrator. A vote was taken and the members of the Court unanimously voted "AYES". Motion carried.

A motion was made by Commissioner Bailey and seconded by Commissioner Cline to table action of possible donations of the Polly Mays Annex building to the County for the Elections Administrator as presented by Jodi Duck, Elections Administrator. A vote was taken and the members of the Court unanimously voted "AYES". Motion carried.

There were no Roadway updates on this date.

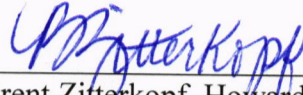
A motion was made by Commissioner Long and seconded by Commissioner Cline to approve the County Clerk Monthly Report for April 2020 as presented by Brent Zitterkopf, County Clerk. A vote was taken and the members of the Court unanimously voted "AYES". Motion carried.

A motion was made by Commissioner Long and seconded by Commissioner Bailey to accept a check in the amount of \$15000 from Permian Basin H2O LLC dba West Texas H2O for a Temporary Salt Water Cross Line on the Old Howard County Airport to be deposited into "airport" revenue as presented by Commissioner Long. A vote was taken and the members of the Court unanimously voted "AYES". Motion carried.

Court was adjourned @ 4:35 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 May 11, 2020.



Brent Zitterkopf, Howard County Clerk
Clerk of the Commissioners Court
Howard County, Texas

