

**HOWARD COUNTY COMMISSIONERS COURT**  
**AGENDA**  
**February 27, 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 **February 27, 2020. A budget workshop will begin at 3:00 P.M. in the Conference Room. Court will recess and reconvene at 3:30 P.M. in the Commissioners Courtroom.** Please see below for meeting location details.

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

**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**

**BUDGET WORKSHOP: 3:00 PM**

Location: Conference Room (Room 208, 2<sup>nd</sup> Floor of County Courthouse)

- Budget Workshop with Possible Action (recess and reconvene at 3:30 pm. for regular session)

**REGULAR SESSION – 3:30 PM:**

Location: Commissioners Courtroom (3<sup>rd</sup> Floor of County Courthouse)

- **Citizen input for those registered to make comments**
- **Judge Kathryn G. Wiseman**
  - Discussion / Possible Action: Pre-Approval of County Travel
  - Presentation: Amber Pedigo with 2020 Census
  - Discussion / Possible Action: Resolution for Grant Application; Security System
  - Discussion / Possible Action: Mike Averette, Amendment to Food Service Agreement, Trinity Food Service
- **Jackie Olson, County Auditor**
  - Discussion / Possible Action: Approve Transferring Funds From General to Court Reporter Service Fund
  - Discussion / Possible Action: Approve Invoices
  - Discussion / Possible Action: Approve Purchase Requests
  - Discussion / Possible Action: Approve Budget Amendments
  - Discussion / Possible Action: Presentation of Auditor's Monthly Financial Report
- **Sharon Adams, County Treasurer**
  - Discussion / Possible Action: Acceptance of TAC Employer Rewards
  - Discussion / Possible Action: AirMedCare Network Membership Renewal
  - Discussion / Possible Action: Personnel Consideration
  - Discussion / Possible Action: Treasurer's Monthly Report (January)
- **Brian Klinksiek, Road Administrator**
  - Discussion / Possible Action: Roadway Maintenance Updates
- **Commissioner Cline, Pct. 4**
  - Discussion / Possible Action: Fencing Airport Property
- **Commissioner Bailey, Pct. 2**
  - Discussion / Possible Action: Funtastic Fourth
- **Brent Zitterkopf, County Clerk**

BY DEPUTY COUNTY CLERK  
*Angela M. [Signature]*

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**FILED**

*Posted*

- Discussion / Possible Action: Presentation of Monthly Report

- Discussion of Law Enforcement Radio System and take any necessary action
- Opportunity for mention of any items to be on the future agendas



Attest:

A handwritten signature in blue ink, which appears to read "Kathryn G. Wiseman", is written over a horizontal line.

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

**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 27th day of February, A.D. 2020 the Commissioner Court of Howard County met in Workshop session at 3:00 PM and 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, **CRAIG BAILEY**, Commissioner Precinct No. 2, **JIMMIE LONG**, Commissioner Precinct No. 3 and **JOHN H. CLINE**, Commissioner Precinct No. 4.

Court was called to order @ 3:01 PM in the 2<sup>nd</sup> Floor conference room for workshop session.

There was discussion on fees for Court Reporter for mental health hearings and the difference of what the Court Reporter charges and what can billed to other Counties for reimbursement for holding those hearings. Additional discussion on what hearings the County has to pay the Court Reporter for that are not reimbursed. In addition, Jackie Olson, County Auditor, discussed some of the budget requests for the upcoming budget. It was agreed by the Commissioners that they would have Mrs. Olson start asking those particular department heads asking for increases to meet with the Commissioners in upcoming budget workshops.

Court recessed at 3:23 PM to move to the Commissioner Court Room for the Regular session.

Court reconvened for Regular session @ 3:30 PM.

A motion was made by Commissioner Bailey and seconded by Commissioner Long to allow the Funtastic Fourth to take place in downtown closing off Main Street as requested by Allan Johnson of the Funtastic Fourth Committee. 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 Garcia to approve the Pre-Approved Travel requests as presented. Those requests are as follows: Sandra Verdin to attend the Texas Library Association Annual Conference 2020 @ approximately \$2021.95; Sandra Verdin to attend a Children's Workshop @ approximately \$123.05; Tiffany Sayles to attend a Truth in Taxation Course as well as Kathy Sayles attending with her for a total of \$300 plus mileage; Jackie Olson and Drew Lopez from the Auditor's office to attend the County Auditor's Institute at an estimated \$1800-\$2000. A vote was taken and the members of the Court unanimously voted "AYES". Motion carried.

Kathryn Wiseman, County Judge, discussed the importance of people filling out their 2020 Census forms and answering everything honestly. All responses are confidential and help the community with grants and other things of that nature.

A motion was made by Commissioner Bailey and seconded by Commissioner Long to approve the Resolution for Grant Application for Security System as presented by Terry Chamness. 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 Amendment to Food Services agreement with Trinity Food Services as presented by Stan Parker, Sheriff. 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 approve transferring funds for the General Fund to the Court Reporter Service Fund required by Government Code as presented by Jackie Olson, County Auditor. The amount to be transferred is \$32,598.49. 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 Invoices as presented by Jackie Olson, County Auditor. There were three additional invoices added for AT&T for \$1422.61, \$908.40 and \$346.31. 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 Purchase Requests as presented by Jackie Olson, County Auditor, except for the tabling of requests from Maintenance concerning the Fire Alarm Cellular communicator for \$2639 and replacing fire alarm pull stations for \$4375. The approved requests are as follows: Jail for HP Laserjet cartridges @ \$1255; Jail to restock commissary @ \$5000; County Attorney for red file folders @ \$1865; Maintenance for shirts for maintenance employees @ \$580; Sheriff for 10 vests @ \$9998 (to be paid from donations & grant); Books for the Library @ \$1582. 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 approve the purchase of printing supplies and ribbons from various suppliers @ \$18791.52 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 Cline and seconded by Commissioner Garcia to approve the Budget Amendments with the addition of increasing building maintenance for JP2 in Coahoma from \$2000 to \$8000 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 Garcia and seconded by Commissioner Cline to approve Other Information presented by Jackie Olson, County Auditor. This includes information on the Airport/Industrial Park Revenues and Expenditures; Interlocal Agreement in regards to Communication Systems additional maintenance package; and a check received from West Texas H2O for ROW in the amount of \$150,000. 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 Auditor's Monthly Report for January 2020 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 accept a wellness check in the amount of \$1190 from Texas Association of Counties Health and Employees Benefits Pool 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 Garcia to approve the AirMedCare Network Membership Renewal 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 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 Long and seconded by Commissioner Bailey to approve the Treasurer's Monthly Report for January 2020 as presented by Sharon Adams, County Treasurer. A vote was taken and the members of the Court unanimously voted "AYES". Motion carried.

Brian Klinksiek, County Road Administrator, was unable to attend the meeting and there are no Roadway Maintenance updates.

A motion was made by Commissioner Cline and seconded by Commissioner Bailey to split the fencing costs at the Old Airport @ \$3679 to be paid upon completion from the Airport Fund. 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 approve the County Clerk's Monthly Report for January 2020 as presented by Brent Zitterkopf,

County Clerk. A vote was taken and the members of the Court unanimously voted "AYES".  
Motion carried.

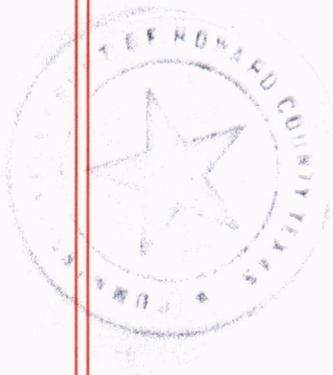
A motion was made by Commissioner Long and seconded by Commissioner Cline to approve the reimbursement to Sarah Smith for travel to the TAC County Court Assistants Training in the amount of \$392.30 as presented by Jackie Olson, County Auditor. A vote was taken and the members of the Court unanimously voted "AYES". Motion carried.

Commissioner Cline reported to the Court that he completed his hours/certification for 2019.

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

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 February 27, 2020.



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