

HOWARD COUNTY COMMISSIONERS COURT AGENDA

September 18, 2019

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, September 18, 2019**. A budget workshop will begin at 2:30 PM in the second floor courtroom. Court will recess and reconvene to the 3rd floor for the regular meeting at 3:30 pm.

Location: Howard County Courthouse
300 S. Main St, 3rd Floor Courtroom
Big Spring, TX 79720

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

Call to Order

BUDGET WORKSHOP AT 2:30 PM

LOCATION: 2nd FLOOR CONFERENCE ROOM

REGULAR SESSION at 3:30 PM:

LOCATION: 3rd FLOOR COMMISSIONERS COURTROOM

Public Hearing:

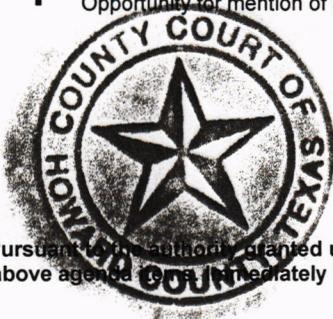
- Second Hearing to Consider Lowering Speed Limit on County Road 34 (Precinct 4)
- Present Archive Plan for the Technology Fund for Both the County Clerk and the District Clerk
- **Brian Klinksiek**
 - Discussion / Possible Action: Roadway Maintenance Updates
- **Jodi Duck, Elections Admin.**
 - Discussion / Possible Action: Contract with AT&T Cyber Security Risk Assessment
- **Sherriff Stan Parker**
 - Discussion / Possible Action: Contract Between Howard and Martin County for Care and Housing of Howard County Jail Inmates
- **Judge Kathryn G. Wiseman**
 - Adoption of the 2019-2020 Budget
 - Vote to Ratify the Property Tax Increase Reflected in the Budget
 - Adopt the Tax Rate
 - Approve an Ordinance Levying the Tax Rate
 - Discussion / Possible Action: Request for Consent to Assign Howard County Lease to OXY (Oil & Gas)
 - Discussion / Possible Action: Retain the Services of Allison, Bass & Magee LLP Services for the 2020 Census
 - Discussion / Possible Action: Howard County Appraisal District Board Member Nomination(s)
 - Discussion / Possible Action: Commissioners Court Meeting Dates and Time for 2019 FY
 - Discussion / Possible Action: County Observed Holidays for 2020
- **Jackie Olson**
 - Discussion / Possible Action: Proposed Contracts from Johnson Controls & Trane for Preventative Maintenance Services for the Boiler & Chiller in the County Courthouse and County Library
 - Discussion / Possible Action: Approve Invoices
 - Discussion / Possible Action: Approve Purchase Requests
 - Discussion / Possible Action: Approve Budget Amendments
 - Presentation of Auditor's Monthly Report
- **Sharon Adams**
 - Discussion / Possible Action: Approve Personnel Considerations
 - Discussion / Possible Action: Treasurer's Monthly Report
- **Brent Zitterkopf**
 - Presentation of Clerk's Monthly Report
- 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

Attest:


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

BY DEPUTY
CLERK
COUNTY CLERK HOWARD COUNTY
2019 SEP 13 AM 11:25

~~FILED~~
Posted



BE IT REMEMBERED that on the 18th day of September, A.D. 2019 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 Budget meeting was called to order @ 2:30 PM and immediately went into Closed/Executive session pursuant to Government Code 551.074.

The Court reconvened into Budget session @ 2:52 PM

A motion was made by Commissioner Long and seconded by Commissioner Cline to eliminate funding the position of Family Consumer Resource Agent, cut the DPS Secretary to 29 hours per week and eliminate the County Trapper position. These positions will stay in the budget and will remain in the General Fund. These cuts to be effective January 1, 2020. A vote was taken and 3 members of the Court unanimously voted "AYES" and Judge Wiseman voting against cutting the hours for DPS Secretary. Motion carried.

It was reported that there is a prospective IT Consultant to work in the County IT Department part-time on a contract basis. A background check will be done.

Commissioner Bailey brought the need for having pre-approval for County Travel stating the need for being more conscious of what travel is officially needed. The forms will be presented to commissioners for approval. The travel form will be brought to the next meeting for approval.

A motion was made by Commissioner Long and seconded by Commissioner Cline to not give Commissioners the 3% raise being given to all County employees. The increase amount will stay in the budget. A vote was taken and the members of the Court unanimously voted "AYES". Motion carried.

Judge Wiseman reported that she will be attending the Ports-to-Plains meeting in Lubbock next week.

It was discussed that the cost of purchasing the Pocket Park next to the Courthouse Annex has increased from \$17000 to \$27000. After discussion, it was decided to proceed with purchasing.

The meeting recessed @ 3:18 PM.

The Regular meeting was called to order @ 3:30 PM.

A motion was made by Commissioner Cline and seconded by Commissioner Long to reduce the speed limit on County Road 34 from 65 mph to 50 mph for safety reasons as presented

by Brian Klinksiek, County Road Administrator. This was the 2nd Public Hearing on this matter. 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 Annual Archive Plans for 2019-2020 for both the District and County Clerk as presented by Nancy Porter, Chief Deputy County Clerk, during the Public Hearing for consideration of these plans. A vote was taken and the members of the Court unanimously voted “AYES”. Motion carried.

Brian Klinksiek, County Road Administrator, gave road maintenance updates stating there is going to be a full transmission line installed by the Texas Utility Commission that will affect a portion of Commissioner Long’s Precinct No. 2. No action necessary.

A motion was made by Commissioner Bailey and seconded by Commissioner Long to table the Contract with AT&T Cyber Security Risk Assessment as suggested by Jodi Duck, County Elections Administrator, as there is some question as to whether or not this is required by State Law. 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 a Contract between Howard and Martin Counties for the Care and Housing of Howard County Jail Inmates as presented by Stan Parker, Howard County 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 Cline to adopt the 2019-2020 Budget as presented by Kathryn Wiseman, County Judge. The positions of Family Consumer Resource Agent, County Trapper, and funding for the DPS Secretary will remain in the budget as the cuts will not be made until January 1, 2020. 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 Ratify the Property Tax Increase Reflected in the Budget 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 Long to adopt the Tax Rate for 2019-2020 Tax Rate @ 0.303165 per \$100 valuation 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 an Ordinance Levying a Tax Rate for the County of Howard for the Tax Year 2019 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 Ratify the Property Tax Increase Reflected in the Budget 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 Long to Consent to Assign Howard County Lease to OXY (Oil & Gas) 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 Bailey to retain Allison, Bass & Magee LLP Services for the 2020 Census as presented by Kathryn Wiseman, County Judge. They will be compensated according to the fee schedule lined out. A vote was taken and the members of the Court unanimously voted "AYES". Motion carried.

The Commissioners discussed Howard County Appraisal District Board Nominations. Commissioner Long nominated Scott Emerson who is interested in the duty. Commissioner Cline nominated Ty Zant stated the he also showed an interest in the duty. Commissioners will invite them to come early to the next Court meeting @ 2:30 PM to visit with the candidates and make a decision.

A motion was made by Commissioner Bailey and seconded by Commissioner Cline to set the Commissioner Court meeting for the 2nd and 4th Mondays each month @ 3:30 PM beginning in October 2019. 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 approve the 2020 Holiday schedule 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 Long to table the Proposed Contracts from Johnson Controls & Trane for Preventative Maintenance Services for the Boiler and Chiller in the County Courthouse and County Library 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 Bailey to approve a bid from Hawk Portable Buildings in the amount of \$4271 for a 10' x 14' metal building constructed at the Court House for Maintenance 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 Bailey and seconded by Commissioner Cline to approve the Invoices as presented by Jackie Olson, County Auditor, including two Travel Expense Reimbursements that came in late. 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 Budget Amendments 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 Long to accept the County Auditor's Monthly Report for August 2019 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 Long to approve Angela Griffin, JP 1-1 hiring a replacement for Donna Tune who is retiring four weeks early for training, 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 Cline 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 August 2019 as presented by Sharon Adams, County Treasurer. A vote was taken and the members of the Court unanimously voted "AYES". Motion carried.

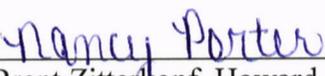
A motion was made by Commissioner Cline and seconded by Commissioner Long to approve the County Clerk's Monthly Report as presented by Nancy Porter, Chief Deputy, in the absence of Brent Zitterkopf, County Clerk. A vote was taken and the members of the Court unanimously voted "AYES". Motion carried.

A motion was made by Commissioner Bailey and seconded by Commissioner Long 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 September 18, 2019.

By: Nancy Porter,
Chief Deputy



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

