

HOWARD COUNTY COMMISSIONERS COURT
AGENDA
January 13, 2020

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 **January 13, 2020 at 3:30 P.M.** **The Howard County Commissioners will hold a meeting with all elected officials at 1:00 PM.** Then, a workshop is to begin at 1:30 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 County Judge. Please silence cell phones.

Call to Order

Meeting with Elected Officials & Department Heads – 1:00 PM

Location: County Courtroom, Room 206 of the Howard County Courthouse (2nd Floor)

- Discussion: Budget Information

Workshop – 1:30 PM

Location: Conference Room, Room 208 of the Howard County Courthouse (2nd Floor)

- Discussion: Consider Additional Cybersecurity Insurance Coverage, J. Olson – County Auditor
- Discussion: Edward Jones 457 B Deferred Compensation Plan, S. Adams – County Treasurer
- Discussion: Review Financials, J. Olson – County Auditor
- Discussion: County Airport Rental, Commissioner Cline
- Discussion: Water Contamination Issue
- Discussion: Changes to the Howard County Tax Abatement Guidelines and Criteria
- Discussion: Changes to the Howard County Subdivision Rules and Regulations

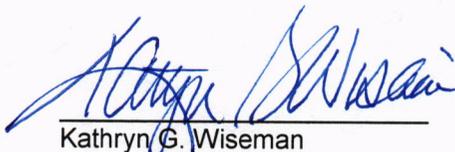
REGULAR SESSION – 3:30 PM:

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

- **Judge Kathryn G. Wiseman**
 - Discussion / Possible Action: Presentation of CJIS Security & Awareness Training
 - Discussion / Possible Action: Extend Burn Ban 90 Days Past January 26, 2020
 - Discussion / Possible Action: 911 Land and Building (Cherrie Burcham, 911 Director)
 - Discussion / Possible Action: Pre-Approval of County Travel
- **Sharon Adams, County Treasurer**
 - Discussion / Possible Action: Personnel Consideration
 - Discussion / Possible Action: Monthly Payroll Report
 - Discussion / Possible Action: Treasurer's Monthly Report
 - Discussion / Possible Action: Treasurer's Quarterly Report
 - Discussion / Possible Action: Approval of Employee Deferred Compensation Plan 457 B
- **Jackie Olson, County Auditor**
 - Discussion / Possible Action: Approve Purchase Requests
 - Discussion / Possible Action: Approve Budget Amendments
 - Discussion / Possible Action: Approve Invoices
 - Discussion / Possible Action: Presentation of Monthly Financial Reports
- **Brian Klinksiek, Road Administrator**
 - Discussion / Possible Action: Acceptance of RFB 2020001 Sealcoat
 - Discussion / Possible Action: Acceptance of RFB 2020002 Inverted Prime
 - Discussion / Possible Action: Acceptance of RFQ 202002M Roadway Base Material
 - Discussion / Possible Action: Roadway Maintenance Updates
- **Brent Zitterkopf, County Clerk**
 - Discussion / Possible Action: Presentation of Clerk's Monthly Reports
- 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
Brent Zitterkopf
COUNTY CLERK HOWARD COUNTY

2020 JAN 10 AM 11:37

~~FILED~~
Posted

Pursuant to 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 13th day of January, A.D. 2020 the Commissioner Court of Howard County met in Special session with all Elected Officials and Department Heads at 1:00 PM followed by a Workshop @ 1:30 PM and Regular session @ 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.

The meeting was called to order @ 1:00 PM for a Special session with all Elected Officials and Department Heads. Commissioner Long spoke concerning the needs and travel expenses for the next fiscal year and the budgeting issues the County will be facing, stating that budgeting will need to start now. Jackie Olson, County Auditor, will be getting worksheets out to the department heads to be used for requests. Kathryn Wiseman, County Judge, also informed all departments that anyone with access to County computers must be certified in Cyber Security training and there will be free classes online through Texas Association of Counties (TAC).

The meeting was adjourned @ 1:25 PM.

The Court reconvened into Workshop session @ 1:30 PM.

The Court heard from Rob Pridemore of USI Insurance concerning the need for additional Cybersecurity Insurance Coverage due to all of the Cyber attacks being made against Governmental Agencies and the astronomical costs of recovery. No action was taken at this time.

Sharon Adams, County Treasurer, discussed the Edward Jones 457b Deferred Compensation Plan and the need to appoint a representative for the County. Action will be taken in the Regular session.

Jackie Olson, County Auditor, reviewed Financial Reports for the first quarter of the Fiscal Year and handed out reports to the Court.

Commissioner Cline reported that he had been notified that the Sitel and Goldstar seismographic work and donation has been cancelled. He also stated that the Interstate Steel rental values need to be corrected, suggesting charging \$5000 on the current building and \$2500 for the other building they are wanting to rent for a total of \$7500 monthly. He also suggests giving them 60 – 90 days notice of the increase. This issue will be put on the next agenda for action.

Jimmy Lefler, a citizen, discussed a water contamination issue with the Court stated that he believes oil from old transformers buried by TU Electric are the cause of so many people in this area having cancer. No action needed at this time.

Kathryn Wiseman, County Judge, discussed Howard County Tax Abatement Guidelines and Criteria need to be updated. In addition, Judge Wiseman stated that the Subdivision Rules and Regulations must also be updated. Both of these items will be put on the next agenda for action.

Court recessed until 3:30 PM.

Court reconvened into Regular session @ 3:30 PM.

Kathryn Wiseman, County Judge, presented her certificate for CJIS Security & Awareness training. No action needed.

A motion was made by Commissioner Long and seconded by Commissioner Bailey to approve Order Prohibiting Outdoor Burning for 90 days as presented by Kathryn Wiseman, County Judge, as requested by Mitchell Hooper, VFD Chief. Commissioner Bailey stated that it also needs to include anything with tails and fins. A vote was taken and the members of the Court unanimously voted "AYES". Motion carried.

Cherrie Burcham, 911 Coordinator, and Zach Johnson of the 911 Board discussed purchasing the NE corner of the property where the Law Enforcement Center is located for a new 911 office. The Court requested a plat of what they are planning for further consideration and the Court will consider just donating the property to them. They will present those plans to the Court at a later date.

A motion was made by Commissioner Cline and seconded by Commissioner Garcia to approve the Travel Requests as presented by individual offices. They are as follows: R. Williams and Blake Jones from the Sheriff's Office for Weight Enforcement Recertification in Austin; Jury Padron from District Clerk's Office and Trent Powell from the County Clerk to the 2020 CJIS Conference in Denton; and Thad Thomas, District Attorney Investigator, to Texas District and County Attorneys Association Investigator School. 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 Purchase Requests as presented by Jackie Olson, County Auditor. The requests are as follows: Sheriff to send 2 employees to the Academy @ \$1000; Jail for update of camera system @ \$4000; Jail for annual maintenance on Mentalix @ \$3465; and the Auditor to refill postage machine @ \$25000. 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 door replacement @ the Library for the low bid from A & B Glass @ \$4007.74 as

presented by Jackie Olson, County Auditor, at the request of Baldomar Cortez, Maintenance. 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 table action for carpet replacement in the County Clerk's Office as presented by Jackie Olson, County Auditor, at the request of Baldomar Cortez, Maintenance. 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 Invoices as presented by Jackie Olson, County Auditor, with the late addition of Sales Tax in the amount of \$691.43. A vote was taken and the members of the Court unanimously voted "AYES". Motion carried.

Jackie Olson, County Auditor, did not have any Financial Reports to present at this time due to the fact they were presented during the Workshop.

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 Garcia and seconded by Commissioner Long to approve the Treasurer's Monthly Payroll Report for December 2019 as presented 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 December 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 Garcia and seconded by Commissioner Cline to approve the Treasurer's Quarterly Report for quarter ending December 31, 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 Bailey and seconded by Commissioner Long to approve the Employee Deferred Compensation Plan 457b through Edward Jones 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 all RFB bids to lowest bidders as presented by Brian Klinksiek, County Road

Administrator. They are as follows: RFQ 2020002M (Base) to Tubb Quarry @ \$152,098.02; RFB 2020001 (Sealcoat) to Ronald R. Wagner & Co., LP @ \$700,060.49; and RFB 2020002 (Inverted Prime) to Fuquay, Inc. @ \$146,815.20. A vote was taken and the members of the Court unanimously voted "AYES". Motion carried.

Brian Klinksiek, County Road Administrator, asked Commissioners to refer anyone who might call them about bids to Brian. He stated it can be a huge problem if different information is given on projects. If he handles all of those issues himself, he can be sure everyone receives the same information.

Brian Klinksiek, County Road Administrator, gave Commissioners a list of projects he has planned for their respective precincts. This was for Commissioner information and no action was needed.

A motion was made by Commissioner Long and seconded by Commissioner Cline to approve the County Clerk Monthly Report for December 2019 as presented by Brent Zitterkopf, County Clerk. A vote was taken and the members of the Court unanimously voted "AYES". Motion carried.

Commissioner Long reported to the Court that he completed his required 2019 Continuing Education Hours. No action needed.

Court was adjourned @ 4:21 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 January 13, 2020.



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

