

HOWARD COUNTY COMMISSIONERS COURT

AGENDA

April 13, 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 **April 13, 2020. A budget workshop will begin at 2:30 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: 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)

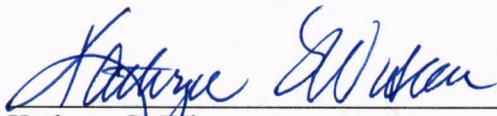
- Budget Workshop with Possible Action (recess and reconvene at 3:30 pm. for regular session)

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: AT&T Election Security Assessment Program (Gene Moore)
- **Jackie Olson, County Auditor**
 - Discussion / Possible Action: Presentation of Monthly Financial Report
 - Discussion / Possible Action: Approve Invoices
 - Discussion / Possible Action: Approve Purchase Requests
 - Discussion / Possible Action: Approve Budget Amendments
- **Sharon Adams, County Treasurer**
 - Discussion / Possible Action: Personnel Consideration
 - Discussion / Possible Action: Treasurer's Monthly Payroll Report (March)
 - Discussion / Possible Action: Treasurer's Monthly Report (March)
- **Brian Klinksiek, Road Engineer**
 - Discussion / Possible Action: Presentation of Updated TX DOT CTIF Grant Program
 - Discussion / Possible Action : Presentation of Proposed Grant Projects
 - Discussion / Possible Action: Adding In-Person Convenience Fee for Road & Bridge & Septic Permits
 - Discussion / Possible Action: Roadway Maintenance Updates
- **Brent Zitterkopf, County Clerk**
 - Discussion / Possible Action: Clerk's Monthly Reports
- **Commissioner Craig Bailey, Pct. 2**
 - Discussion / Possible Action: County Travel and School/Seminar Attendance
- **Commissioner John Cline, Pct. 4**
 - Discussion / Possible Action: Lease of Airport Properties
 - Discussion / Possible Action: Consider/Approve Going Out for Bids for Lease of Certain Properties at the 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
Howard County Judge
Phone. 432-264-2203
Fax. 432-264-2238



2020 APR -9 AM 11:42
FILED
BY DEPUTY
COUNTY CLERK HOWARD COUNTY

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 13th day of April, 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 arrived during the Workshop session, **JIMMIE LONG**, Commissioner Precinct No. 3 and **JOHN H. CLINE**, Commissioner Precinct No. 4. **OSCAR GARCIA**, Commissioner Precinct No. 1 was absent.

The Budget workshop was called to order @ 2:30 PM.

Kent Minchew, Director of Adult Probation, and Tiffany Sayles, Tax Assessor-Collector both met with Commissioners discussing their department's requests for the next fiscal year.

Sharon Adams, County Treasurer, updated commissioners on who can file for unemployment during the COVID-19 Crisis, and FAQ's Families First Coronavirus Response Act (FFCRA) guidelines, and Unemployment Insurance Questions and Answers. All of this is concerning the Coronavirus Crisis.

Jackie Olson, County Auditor, presented and discussed the Cash and Investment Balances and where the County currently stands.

Court recessed @ 3:21 PM.

Court reconvened in Regular session @ 3:31 PM.

A motion was made by Commissioner Long and seconded by Commissioner Cline to table any action concerning the AT&T Election Security Assessment Program as presented by Gene Moore via Zoom. A vote was taken and the members of the Court unanimously voted "AYES". Motion carried.

Judge Wiseman publicly thanked Lois Ellison for the face masks she made for the Commissioners Court.

A motion was made by Commissioner Cline and seconded by Commissioner Long to approve the Invoices 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 the Purchase Requests as presented by Jackie Olson, County Auditor. The requests are as follows: County Clerk for Eagle E-recording system from Tyler Technology @ \$9600 to be paid from the Records Management & Preservation Fund; Sheriff for 6 laptop mounts from Cap Fleet @ \$2910; Jail for NVR, hard drive, cameras and hardware from CCTV Security Pros @ \$3483.93; County for 4000 N-95 masks @ \$3899.24; Fed Submit TX Court Live Scan Packs for electronically capturing and submitting @ \$9450 to be paid from the JP Technology Fund;

Library for LibGuides for hosting library webpage @ \$1399 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 accept the Monthly Report for March 2020 as presented by Jackie Olson, County Auditor. 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 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 Cline to approve the Monthly Payroll Report for March 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 Cline and seconded by Commissioner Bailey to approve the Treasurer's Monthly Report for March 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, presented the Court with updated TX DOT CTIF Grant program. No action taken.

A motion was made by Commissioner Bailey and seconded by Commissioner Cline to approve not accepting paper applications or checks for Road & Bridge permits or Septic Tank permits during the COVID-19 crisis as presented by Brian Klinksiek, County Road Administrator. A vote was taken and the members of the Court unanimously voted "AYES". Motion carried.

Brian Klinksiek, County Road Administrator, also gave Roadway Updates. No action needed.

A motion was made by Commissioner Long and seconded by Commissioner Cline to approve the County Clerk's Monthly Report for March 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 Bailey and seconded by Commissioner Long to freeze all County travel until August 2020 as presented by Commissioner Craig Bailey. In

addition, he is requested that a refund be obtained any money being held for cancelled/pending seminars, etc. 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 go out on bids for rental on the Airport Property with the blue building with a minimum of \$4000 per month as presented by Commissioner John Cline. 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 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 April 13, 2020.



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

