

HOWARD COUNTY COMMISSIONERS COURT

AGENDA

April 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 April 27, 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)

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: Retirement Notice for Justice of the Peace Precinct 2
 - 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: Jail Court Coordinator
- Sharon Adams, County Treasurer
 - Discussion / Possible Action: Personnel Consideration
 - Discussion / Possible Action: Monthly Payroll Report (April)
 - Discussion / Possible Action: Treasurer's Quarterly Report
- Jackie Olson, County Auditor
 - Discussion / Possible Action: Approve Invoices
 - Discussion / Possible Action: Approve Purchase Requests
 - Discussion / Possible Action: Approve Budget Amendments
- Brian Klinksiek, Road Engineer
 - Discussion / Possible Action: Presentation of 2020 Road Report
 - Discussion / Possible Action: 2020 TxDOT CTIF Grant Application
 - Discussion / Possible Action: Roadway Maintenance Updates
- 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
Kathryn G. Wiseman
COUNTY CLERK HOWARD COUNTY
2020 APR 24 PM 1:47

FILED

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 April, A.D. 2020 the Commissioner Court of Howard County met in Workshop session at 2:30 PM followed by 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 and **JIMMIE LONG**, Commissioner Precinct No. 3. **OSCAR GARCIA**, Commissioner Precinct No. 1 and **JOHN H. CLINE**, Commissioner Precinct No. 4 were absent.

The Workshop was called to order @ 2:50 PM after listening to a COVID-19 update from Governor Greg Abbott @ 2:30 PM.

The Court first heard from Jodi Duck, Elections Administrator. She informed the Court that Howard County will be legally required to have three more polling places. She has secured one available location and has been looking for others and asked for the Court's direction in what other areas of the County they would like to have polling places added. Adding these other locations will also require several thousand dollars of additional equipment for which she provided the quotes for. In addition, she requested a part-time employee be added in her budget.

Judge Wiseman thanked Cleonia Burger for the masks she made for all of the Courthouse employees, as well as others in the Community that have made countless masks for healthcare workers and other first responders.

The meeting was then moved into Regular session @ 3:30 PM.

Judge Wiseman informed the Court of the retirement of Connie Shaw, JP 2, as of June 30, 2020. Being that Mrs. Shaw's term is unexpired, someone will have to be appointed to fill her position. In addition, Judge Wiseman announced that she received a resignation letter from Terry Chamness, Emergency Management Coordinator, a position that will need to be filled quickly.

A motion was made by Commissioner Bailey and seconded by Commissioner Long to table action on the proposal of the Master's Touch, LLC Mailing Service Contract for the Tax Assessor/Collector's Office as presented by Judge Wiseman in the absence of Tiffany Sayles, Tax/Assessor Collector. It was tabled until more information can be obtained from Ms. Sayles. 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 hiring of a Jail Court Coordinator as presented by Kathryn Wiseman County Judge. The motion was rescinded after discussion and Commissioner Long asked for Judge Wiseman, Sheriff Parker and anyone else involved with the jail hearings and video magistration to meet, come up with a plan and get back with the Commissioner's Court.

A motion was made by Commissioner Long and seconded by Commissioner Bailey to table action on hiring a Jail Court Coordinator. A vote was taken and the members of the Court unanimously voted "AYES". Motion carried.

Court moved into Executive/Closed Session @ 4:08 PM concerning personnel matters pursuant to Government Code, Chapter 551.

Court was reconvened @ 4:15 PM and no action was taken concerning the Executive/Closed Session.

A motion was made by Commissioner Bailey and seconded by Commissioner Long to approve 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 Payroll 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 Treasurer's Quarterly Report for the 1st quarter of 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 paying 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 Bailey and seconded by Commissioner Long to approve the Purchase Requests as presented by Jackie Olson, County Auditor. The only request on this date is for replacing the refrigerator cooling unit from JL's Heating & Cooling @ \$8750. 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 Budget Amendments as presented by Jackie Olson, County Auditor. A vote was taken and the members of the Court unanimously voted "AYES". Motion carried.

Commissioner Bailey reported on the progress concerning the tower radio tower South of town and that a different tower will need to found. Also in the process of getting buildings set for equipment at approximately \$35000 - \$40000.

Jackie Olson, County Auditor, presented a list of what has presented to FEMA for the COVID-19 at this point.

Jackie Olson, County Auditor, presented the Court with the amount of money the County will be receiving from the 2020 Tobacco Settlement Distribution Program.

Jackie Olson, County Auditor, informed the Court that a request for tax abatement from Settles Hotel Development Company, LLC will be on the next agenda and provided information on the original abatement.

A motion was made by Commissioner Long and seconded by Commissioner Bailey to approve the 2020 Road Report and Summation as presented by Brian Klinksiek, County Road 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 Long to approve moving forward with the 220 TxDOT County Transportation Infrastructure Fund Grant Program (CTIF) – 2020 Program Call and appoint Brian Klinksiek as the signature contact, 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, gave a roadway update on the Notice of Closure – FM818 Temporary Closure and Traffic Detour in Howard County, Texas. No action was needed.

Judge Wiseman gave a COVID-19 update and Howard County still stands at four (4) confirmed cases as of this date. In addition, she encouraged everyone watching to please be kind and continue to wear masks when out in public.

Court was adjourned @ 4:46 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 April 27, 2020.



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

