

# HOWARD COUNTY COMMISSIONERS COURT

## AGENDA

September 14, 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 **Monday September 14, 2020. The regular meeting will begin 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

**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: Absolute Fire Protection-Subscriber Monitoring Agreement Terms & Conditions
  - Discussion / Proposal: Commissioner Court and Holiday Schedule for FY2021
  - Discussion / Possible Action: Correction to tax deed-Auction property
  - Discussion / Possible Action: Re-enrollment for free TAC Cyber Security Training Program -Odis Franklin
- **Mavour Braswell, Library Director**
  - Discussion / Possible Action: Report/update grants received for FY20
- **Sharon Adams, County Treasurer**
  - Discussion / Possible Action: Personnel Considerations- EXECUTIVE/CLOSED SESSION – A closed meeting will be held pursuant to Section 551.074
  - Discussion / Possible Action: Treasurer's Monthly Report
- **Jackie Olson, County Auditor**
  - Discussion / Possible Action: Approve Invoices
  - Discussion / Possible Action: Approve Purchase Requests
  - Discussion / Possible Action: Approve Budget Amendments
  - Discussion / Possible Action: Presentation of monthly report
  - Discussion / Possible Action: VINE Service Agreement between Howard County and Appriss
  - Discussion / Possible Action: Approve Fuel Bids
  - Discussion / Possible Action: Approval of Property & Casualty Insurance Proposal
- **Jodi Duck, Elections Administrator**
  - Discussion/Possible Action: Ordering November Election and signing Notice of Election
  - Discussion/Possible Action: Assigning Judges/Alt Judges and polling locations for the November Election
  - Discussion/Possible Action: Implementing Early Voting plan/ In person and curbside issues
- **Brian Klinksiek, Road Engineer**
  - Discussion / Possible Action: Roadway Maintenance Updates
- **Cherrie Burcham, Dispatch Supervisor**
  - Discussion / Possible Action: Yearly budget for Howard County 911 Communications District
- **Tiffany Sayles, Tax Office**
  - Discussion / Possible Action: Electronic Storage
  - Discussion / Possible Action: Consider Scanner Request
- **Commissioner Craig Bailey, Pct. 2**
  - Discussion / Possible Action: Lifting of Burn Ban
- **Brent Zitterkopf, County Clerk**
  - Discussion / Possible Action: Presentation of County Clerk's 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:



2020 SEP 11 AM 9:29  
COUNTY CLERK HOWARD COUNTY  
DEPUTY TONY FOWELL  
Filed  
Posted

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 14th day of September, A.D. 2020 the Commissioner Court of Howard County met in 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.

The meeting was called to order @ 3:34 PM.

A motion was made by Commissioner Long and seconded by Commissioner Bailey to approve the renewal of Absolute Fire Protection, Inc. – Subscriber Monitoring Agreement Terms & Conditions as presented by Kathryn Wiseman, County Judge. A vote was taken and the members of the Court unanimously voted “AYES”. Motion carried.

Kathryn Wiseman, County Judge, presented the 2020/2021 Commissioner Court and Holiday Schedule to be considered by the Court. The Commissioners will have time to review and action will be taken at the next meeting.

A motion was made by Commissioner Bailey and seconded by Commissioner Garcia to approve re-enrollment for free TAC Cyber Security Training Program as presented by Odis Franklin, IT Department. A vote was taken and the members of the Court unanimously voted “AYES”. Motion carried.

Sandra Verdin of the Library gave a report/update on grants the Library received in the year 2020 in the absence of Marvour Braswell, Head Librarian. No action was needed.

A motion was made by Commissioner Bailey and seconded by Commissioner Garcia to approve the correction to a Tax Deed on auction property as presented by Kathryn Wiseman, County Judge. A vote was taken and the members of the Court unanimously voted “AYES”. Motion carried.

The Court moved into Executive/Closed session @ 3:55 PM and reconvened into Regular session @ 3:58 PM.

A motion was made by Commissioner Bailey and seconded by Commissioner Long to approve 84 hours of sick time from the sick pool for an unnamed employee. 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 Personnel Considerations as well as Master Certificate pay for Mark Daily in the amount of \$420 for the 2020-2021 Fiscal Year 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 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 Garcia and seconded by Commissioner Bailey 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 Cline and seconded by Commissioner Long to approve the Purchase Requests as presented by Jackie Olson, County Auditor. The requests are as follows: All requests are for the jail, Xerox copier lease @ \$134 monthly; Polo shirts from Mallory @ \$1467; server for camera system from CDW @ \$10200; and 2 disinfectant sprayers from Amazon @ \$1596. 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 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 Long and seconded by Commissioner Garcia to accept the County Auditor's Monthly Report for August 2020 as presented by Jackie Olson, County Auditor. Also included with that Monthly Report was a recap of Various Funds. 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 First Contract Renewal between Howard County and Apriss 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 Garcia to approve the Fuel Bid from Parks Fuels as low bidder 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 Long and seconded by Commissioner Bailey to approve the Property and Casualty Insurance Proposal from USI Insurance 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 Order of Appointment for Election Judges and Alternates as well as the Notice of Joint General Elections and Polling Place Locations as presented by Jodi Duck, Elections Administrator. A vote was taken and the members of the Court unanimously voted "AYES". Motion carried.

Brian Klinksiek, gave Roadway Maintenance Updates. No action needed.

A motion was made by Commissioner Bailey and seconded by Commissioner Long to accept the offer of using a building from the Salvation Army for curbside voting as long as the value of the building does not exceed \$5000. 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 Howard County 911 Communication District Budget for 2020/2021 as presented by Cherrie Burcham, 911 Director. 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 consolidating Electronic Storage through TAC for the Tax Assessor Collector as presented by Commissioner Long in the absence of Tiffany Sayles, Tax Assessor Collector. 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 for the purchase of a scanner from Vista SG @ \$9842 as presented by Commissioner Long in the absence of Tiffany Sayles, Tax Assessor Collector. 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 lift the current burn ban for two weeks as presented by Commissioner Bailey at the request of Mitchell Hooper, VFD Chief. 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 County Clerk Monthly Report for August 2020 as presented by Brent Zitterkopf, County Clerk. A vote was taken and the members of the Court unanimously voted "AYES". Motion carried.

Jackie Olson, County Auditor, reported that her office has completed the Unfunded Mandate Costs report and has reported to TAC. No action needed.

A motion was made by Commissioner Long and seconded by Commissioner Bailey to adjourn @ 4:43 PM. 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 2020.

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

