

Pursuant to the Texas Open Meetings Act, notice is hereby given that a regular meeting of the Commissioners' Court of Hood County, Texas will be held on **Tuesday, July 24, 2018**, at **9:00AM** in the **CENTRAL JURY ROOM OF THE HOOD COUNTY JUSTICE CENTER AT 1200 W. PEARL STREET** Granbury, Texas 76048. At which meeting the following subjects will be discussed and the following matters acted upon.

AGENDA

I. Call to order

II. Invocation

III. Pledge of Allegiance

IV. Pledge to Texas

"Honor the Texas flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible"

V. Special presentations:

A. Service Awards:

| | |
|-----------------|----------|
| William Duckett | 5 Years |
| Andrea Johnston | 5 Years |
| Patricia Long | 5 Years |
| Marla Pinson | 5 Years |
| Clara Hawari | 10 Years |

VI. Citizens' Comments pertaining to AGENDA ITEMS only.

VII. CONSENT AGENDA

A. Minutes:

1. Accept minutes for the July 10, 2018 Commissioners' Court.

B. Treasurer:

1. Review and accept payroll for period 06/25/18 through 07/08/18 paid - 7/13/18
2. Treasurer's collateral report - First Financial Bank - June 2018
3. Treasurer's interest income report - June 2018
4. Treasurer's monthly report - June 2018
5. Treasurer's quarterly investment report for quarter ending June 2018
6. Approve payments to State Comptroller for 2nd quarter 2018 fees and fines not to exceed \$150,000.00 (reports consist of Civil Fees, Criminal Fees, Electronic Filing Fees, Specialty Drug Court Program)

C. Personnel changes, new hires, and terminations

D. Accept donation to Hood County Library from Friends of the Library of Hood County for \$485.37 (check no. 1974) for Summer Reading prizes. (LIB)

E. Approve appointment of Kevin Sklark to the position of full time Chief Deputy Constable. (CON P4)

F. Accept the donation of a check for \$4,000 to the Sheriff's Office for the purchase of Duty Gear from the City of Stockton Bend. Place in 010-564-20500. (SO)

G. Approve no imposition of optional fees for the Texas DMV. (CJ)

H. Purchasing:

1. Approve request to renew RFP2015-001 Independent Audit Services to Eide Bailly.
2. Approve request of Fire Marshal and Purchasing to issue RFP2018-004 Fire Dept. Preventative Maintenance for Tanker-Pumpers Trucks Brush-CAFS to replace contract that is set to expire in Sept. 2018.
3. Approve request of Road Operations and Purchasing Dept. to issue RFQ2018-006 Land Surveyor, Engineering and Services to replace expiring contract RFQ2013-006.

VIII. BUSINESS TO BE DISCUSSED AND CONSIDERED FOR APPROVAL:

A. SUBDIVISIONS, ROADS AND PLATS

1. Road Operations – no items
2. Development – no items

B. BUDGET AND FINANCE (AUD)

1. Consider line item transfers for the period of July 5, 2018 through July 18, 2018 and take appropriate action.
 - a. Departmental Line Item Transfers
 - 1) Facility Maintenance: move \$8,500.00 from Building Maintenance and \$8,500.00 from LEC Maintenance to Maintenance Contracts to purchase Asset Management Software. The total cost for this software is \$25,000.00 with the remaining \$8,000.00 coming out of Infrastructure Software.
 - 2) Facility Maintenance: move \$2,500.00 Building Maintenance to Education & Training to pay for September 2018 training and meals.
 - 3) County Extension: move \$850.00 from Education & Training to Small Equipment (\$450.00) and Vehicle Maintenance (\$400.00) to purchase office equipment and pay for anticipated vehicle repair.
 - 4) Constable, Precinct 4: move \$121.00 from Small Equipment to Bonds to pay for Melissa Barner's Notary Public Bond and Chief Deputy Kevin Skylark's bond.
 - 5) Environmental Health: move \$1,000.00 from Water Samples to Vehicle Maintenance to pay for current and anticipated Vehicle Maintenance.
 - b. Dedicated/Accounting Line Item Transfers: None
2. Consider payment of invoices for the period July 5, 2018 through July 18, 2018, discuss Vendor payments over \$10,000 and take appropriate action.

Expenditures for July 24, 2018 Commissioner's Court: \$904,964.88

3. Consider Financial reports received and reviewed by the Audit Department for the period of July 1, 2018 through July 15, 2018 and take appropriate action. LGC 114.001, 114.002 & 114.003.
 (*) Asterisk denotes the departments presenting reports.

| <u>Division</u> | <u>Report Month</u> | <u>Received and Reviewed</u> |
|---------------------------------|---------------------|------------------------------|
| a. Auditor/Treasurer | June | Yes |
| b. Constable, Pct. 1 | June | Yes |
| c. Constable, Pct. 2 | June | Yes |
| d. Constable, Pct. 3 | June | Yes |
| e. Constable, Pct. 4 | May | Yes |
| f. Constable, Pct. 4 | June - | Amended Yes |
| g. County Attorney | June | Yes |
| h. County Clerk | June | Yes |
| i. District Clerk | May | Yes |
| j. Development & Compliance | June | Yes |
| k. Elections | * June | Yes |
| l. Fire Marshal | June | Yes |
| m. Environmental Health | June | Yes |
| n. Citizen's Collection Station | June | Yes |
| o. Justice of the Peace, Pct. 1 | June | Yes |
| p. Justice of the Peace, Pct. 2 | June | Yes |

| <u>Division</u> | <u>Report Month</u> | <u>Received and Reviewed</u> |
|---|----------------------|------------------------------|
| q. Justice of the Peace, Pct. 3 | June | Yes |
| r. Justice of the Peace, Pct. 4 | June | Yes |
| s. Library | June | Yes |
| t. Sheriff | * June | Yes |
| u. Tax Assessor - General Operations | * February – Amended | Yes |
| v. Tax Assessor - General Operations | * March | Yes |
| w. Tax Assessor - Vehicle Inventory Tax | * February | Yes |
| x. Tax Assessor - Vehicle Inventory Tax | * March | Yes |

4. Discuss and take appropriate action regarding refund due to Hood County from the District Clerk for hotel and meals not utilized during the June 2018 CDCAC Conference.

C. MISCELLANEOUS:

1. Discuss and take appropriate action regarding the Library Expansion Project. (COM P2)
2. Consider and take appropriate action regarding discussion and approval of 2018-2019 Hood County Holiday schedule. (CJ)
3. Discuss and take appropriate action regarding paying off some of the accrued compensation for all employees. (CJ)
4. Discuss and take appropriate action on moving the Tuesday, October 9, 2018, Commissioners’ Court meeting due to conflict with Texas Counties Judges and Commissioners Conference. (CJ)
5. Personnel:
 - a. Consider and take appropriate action to renew the CareFlite contract for August 1, 2018 thru July 31, 2019.
 - b. Consider and take appropriate action regarding the 2018-2019 Employee Benefit package.
6. Discuss the Permanent Rule changes proposed by the Upper Trinity Water Conservation District in regards to the requirement of increasing lot sizes for water wells and take appropriate action. (COM P3)

ADJOURN

Pursuant to the Texas Open Meetings Act, notice is hereby given that a regular meeting of the Commissioners’ Court of Hood County, Texas will be held on **Tuesday, July 24, 2018, at 9:00AM** in the **CENTRAL JURY ROOM OF THE HOOD COUNTY JUSTICE CENTER AT 1200 W. PEARL STREET** Granbury, Texas 76048. At which meeting the following subjects will be discussed and the following matters acted upon.

AGENDA

THE FOLLOWING MEMBERS WERE PRESENT

Darrell Cockerham, County Judge
 James Deaver, Commissioner Precinct 1
 Butch Barton, Commissioner Precinct 2
 Bruce White, Commissioner Precinct 3
 Steve Berry, Commissioner Precinct 4
 Katie Lang, County Clerk

REGARDING ITEM I: Judge Cockerham called the meeting to order at approximately 9:00 A.M. on the aforesaid date of July 24th, 2018.

REGARDING ITEM II: Invocation given by Danny Tuggle.

REGARDING ITEM III: Pledge Of Allegiance lead by Commissioner Barton.

REGARDING ITEM IV: Pledge To Texas lead by Commissioner White.
“Honor the Texas flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible”

REGARDING ITEM V. SPECIAL PRESENTATIONS –

A. Service Awards:

| | |
|-----------------|----------|
| William Duckett | 5 Years |
| Andrea Johnston | 5 Years |
| Patricia Long | 5 Years |
| Marla Pinson | 5 Years |
| Clara Hawari | 10 Years |

REGARDING ITEM VI. Citizens’ Comments pertaining to AGENDA ITEMS only. **None.**

REGARDING ITEM VII. CONSENT AGENDA: Motion made by Commissioner White to approve the consent agenda with the exception of item E. Seconded by, Commissioner Deaver. All voted aye. Motion carried.

REGARDING ITEM VII.E. Motion made by Commissioner White to approve appointment of Kevin Sklark to the position of full time Chief Deputy Constable and to adopt opt 2. Seconded by, Commissioner Berry. All voted. 4 aye’s. 1 nay by Commissioner Deaver. Motion carried.

REGARDING ITEM VIII. BUSINESS TO BE DISCUSSED AND CONSIDERED FOR APPROVAL:

A. SUBDIVISIONS, ROADS AND PLATS

1. Road Operations – **no items**
2. Development – **no items**

REGARDING ITEM VIII.B. BUDGET AND FINANCE (AUD)

1. Consider line item transfers for the period of July 5, 2018 through July 18, 2018 and take appropriate action.
 - a. Departmental Line Item Transfers

REGARDING ITEM VIII.B.1) Motion made by County Judge Cockerham to table Facility Maintenance: move \$8,500.00 from Building Maintenance and \$8,500.00 from LEC Maintenance to Maintenance Contracts to purchase Asset Management Software. The total cost for this software is \$25,000.00 with the remaining \$8,000.00 coming out of Infrastructure Software. Seconded by, Commissioner Berry. All voted. 4 aye’s. 1 nay by Commissioner Deaver. Motion carried.

REGARDING ITEM VIII.B.2) Motion made by Commissioner Berry to approve Facility Maintenance: move \$2,500.00 Building Maintenance to Education & Training to pay for September 2018 training and meals. Seconded by, Commissioner Deaver. All voted Aye. Motion carried.

REGARDING ITEM VIII.B.3) Motion made by Commissioner Deaver to approve County Extension: move \$850.00 from Education & Training to Small Equipment (\$450.00) and Vehicle Maintenance (\$400.00) to purchase office equipment and pay for anticipated vehicle repair. Seconded by, Commissioner Barton. All voted Aye. Motion carried.

REGARDING ITEM VIII.B.4) Motion made by Commissioner Berry to approve Constable, Precinct 4: move \$121.00 from Small Equipment to Bonds to pay for Melissa Barner's Notary Public Bond and Chief Deputy Kevin Skylark's bond. Seconded by, Commissioner Deaver. All voted Aye. Motion carried.

REGARDING ITEM VIII.B.5) Motion made by Commissioner Berry to approve Environmental Health: move \$1,000.00 from Water Samples to Vehicle Maintenance to pay for current and anticipated Vehicle Maintenance. Seconded by, Commissioner White. All voted Aye. Motion carried.

b. Dedicated/Accounting Line Item Transfers: **None**

REGARDING ITEM VIII.B.2. Motion made by Commissioner Deaver to ratify payment of invoices for the period July 5, 2018 through July 18, 2018, discuss Vendor payments over \$10,000 and take appropriate action. Expenditures for July 24, 2018 Commissioner's Court: \$904,964.88 Seconded by, Commissioner Barton. All voted Aye. Motion carried.

REGARDING ITEM VIII.B.3. Motion made by Commissioner Berry to approve all Financial reports received and reviewed by the Audit Department for the period of July 1, 2018 through July 15, 2018 and take appropriate action. LGC 114.001, 114.002 & 114.003. (*) Asterisk denotes the departments presenting reports. Seconded by, Commissioner White. All voted Aye. Motion carried.

| <u>Division</u> | <u>Report Month</u> | <u>Received and Reviewed</u> |
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| c. Constable, Pct. 2 | June | Yes |
| d. Constable, Pct. 3 | June | Yes |
| e. Constable, Pct. 4 | May | Yes |
| f. Constable, Pct. 4 | June - | Amended Yes |
| g. County Attorney | June | Yes |
| h. County Clerk | June | Yes |
| i. District Clerk | May | Yes |
| j. Development & Compliance | June | Yes |
| k. Elections | * June | Yes |
| l. Fire Marshal | June | Yes |
| m. Environmental Health | June | Yes |
| n. Citizen's Collection Station | June | Yes |
| o. Justice of the Peace, Pct. 1 | June | Yes |
| p. Justice of the Peace, Pct. 2 | June | Yes |
| <u>Division</u> | <u>Report Month</u> | <u>Received and Reviewed</u> |
| q. Justice of the Peace, Pct. 3 | June | Yes |
| r. Justice of the Peace, Pct. 4 | June | Yes |
| s. Library | June | Yes |
| t. Sheriff | * June | Yes |
| u. Tax Assessor - General Operations | * February – Amended | Yes |
| v. Tax Assessor - General Operations | * March | Yes |
| w. Tax Assessor - Vehicle Inventory Tax | * February | Yes |
| x. Tax Assessor - Vehicle Inventory Tax | * March | Yes |

REGARDING ITEM VIII.B.4. Motion made by Commissioner White to allow Auditor to continue to work to get refund resolved due to Hood County from the District Clerk for hotel and meals not utilized during the June 2018 CDCAC Conference. Seconded by, County Judge Cockerham. All voted Aye. Motion carried.

REGARDING ITEM VIII. C. MISCELLANEOUS:

REGARDING ITEM VIII. C.1. Motion made by Commissioner Barton to accept the Library Expansion Report (COM P2). Seconded by, Commissioner Berry. All voted Aye. Motion carried.

REGARDING ITEM VIII. C.2. Motion made by Commissioner White to approve of Option 1 of the 2018-2019 Hood County Holiday schedule. (CJ) Seconded by, Commissioner Deaver. All voted Aye. Motion carried.

REGARDING ITEM VIII. C.3. Motion made by Commissioner Berry to approve paying off some of the accrued compensation for all employees using a separate payroll and allowing the employees to keep no more than 50 hours. (CJ) Seconded by, Commissioner Deaver. All voted Aye. Motion carried.

REGARDING ITEM VIII. C.4. Motion made by Commissioner Berry to approve moving the Tuesday, October 9, 2018, Commissioners' Court meeting to Oct. 12th, 2018 at 9:00am due to conflict with Texas Counties Judges and Commissioners Conference. (CJ) Seconded by, Commissioner White. All voted Aye. Motion carried.

REGARDING ITEM VIII. C.5. Personnel:

a. Motion made by Commissioner Deaver to renew the CareFlite contract for August 1, 2018 thru July 31, 2019. Seconded by, Commissioner Barton. All voted Aye. Motion carried.

b. Motion made by Commissioner Berry to approve the 2018-2019 Employee Benefit package. Seconded by, Commissioner White. All voted Aye. Motion carried.

REGARDING ITEM VIII. C.6. Discuss the Permanent Rule changes proposed by the Upper Trinity Water Conservation District in regards to the requirement of increasing lot sizes for water wells and take appropriate action. (COM P3)

ADJOURN : 10:53am

APPROVED:

DARRELL COCKERHAM, COUNTY JUDGE

ATTEST:

KATIE LANG, COUNTY CLERK