

MINUTES OF MEETING-REGULAR SESSION  
COMMISSIONERS' COURT-WOOD COUNTY, TEXAS  
January 13, 2017 – 10:00 A.M.

STATE OF TEXAS]  
COUNTY OF WOOD]

BE IT REMEMBERED that the Commissioners' Court of Wood County, Texas met in regular session on the date and time last written, with the following members present:

BRYAN JEANES, COUNTY JUDGE  
VIRGIL HOLLAND, JR., COMMISSIONER PCT. #1  
JERRY GASKILL, COMMISSIONER PCT. #2  
MIKE SIMMONS, COMMISSIONER PCT. #3-Absent  
RUSSELL ACKER, COMMISSIONER PCT. #4  
KELLEY PRICE, COUNTY CLERK and  
DAPHNE CARTER, ASST. COUNTY AUDITOR

Following prayer Judge Jeanes presided for the following business, to-wit:

**1. PUBLIC COMMENTS.**

Jeff Fletcher, District Judge, apologized for the misunderstanding for those that were in attendance to discuss the Bail Bond Board. Judge Fletcher informed the court a workshop would be held on 1/31/17 at 9:00 a.m. for discussion of the Bail Bond Board.

**2. PERSONNEL ACTION**

The personnel requests were presented to the Court for approval.

The personnel actions were unanimously approved upon a motion by Commissioner Holland and second by Commissioner Gaskill.

See copies of the personnel action forms attached to these minutes.

**3. PAYROLL**

Copies of payroll #01-2017 for the period ending January 6, 2017 were previously furnished to each member of the Court and made available to the public for inspection.

The payroll was unanimously approved upon a motion by Commissioner Gaskill and second by Commissioner Holland.

**4. LINE-ITEM TRANSFERS AND BUDGET AMENDMENTS**

There was no action on this item.

**5. CLAIMS**

Listings of claims were previously presented to each member of the Court and made available to the public for inspection. Claims were presented as follows:

Accounts Payable	\$287,505.01
Health, Dental & Vision Ck#74123 thru Ck#74214	51,764.52

The claims were unanimously approved upon a motion by Commissioner Acker and second by Commissioner Gaskill.

**6. SET PUBLIC HEARING FOR THE REVISION OF LOTS 312 AND 313, SECTION 4, OF HOLLY LAKE RANCH SUBDIVISION.**

Judge Jeanes informed the court that the date and time of 2/10/17 at 10:00 a.m. had been set for the public

Agenda item #6 cont'd.

hearing for the Revision of lots 312 and 313, Section 4, of Holly Lake Ranch Subdivision with publish dates being 1/25/17, 2/1/17 and 2/8/17.

Commissioner Acker made a motion to set the date and time of 2/10/17 at 10:00 a.m. had been set for the public hearing for the Revision of lots 312 and 313, Section 4, of Holly Lake Ranch Subdivision with publish dates being 1/25/17, 2/1/17 and 2/8/17. Commissioner Holland seconded the motion and all members voted "aye".

WHEREFORE it is ORDERED, ADJUDGED and DECREED that the date and time of 2/10/17 at 10:00 a.m. had been set for the public hearing for the Revision of lots 312 and 313, Section 4, of Holly Lake Ranch Subdivision with publish dates being 1/25/17, 2/1/17 and 2/8/17 is HEREBY APPROVED.

**7. CONSIDER APPROVAL OF RESOLUTION TO OBTAIN AN IRREVOCABLE DOCUMENTARY BLANKET LETTER OF CREDIT FOR THE RAILROAD COMMISSION OF TEXAS FROM BTH BANK FOR THE PURCHASING OF ROAD OIL.**

Commissioner Gaskill made a motion to approve of the Resolution to obtain an Irrevocable Documentary Blanket Letter of Credit for the Railroad Commission of Texas from BTH Bank for the purchasing of road oil. Commissioner Acker seconded the motion and all members voted "aye".

WHEREFORE it is ORDERED, ADJUDGED and DECREED that the Resolution to obtain an Irrevocable Documentary Blanket Letter of Credit for the Railroad Commission of Texas from BTH Bank for the purchasing of road oil is HEREBY APPROVED.

A copy of Resolution # 01-17 is attached to these minutes.

**8. CONSIDER APPROVAL OF ORDER OF EXEMPTION FROM INSCRIPTION REQUIREMENTS FOR COUNTY OWNED VEHICLES.**

Judge Jeanes read the Order of Exemption from Inscription Requirements for county owned vehicles.

Commissioner Gaskill made a motion to approve of the Order of Exemption from Inscription Requirements for county owned vehicles. Commissioner Holland seconded the motion and all members voted "aye".

WHEREFORE it is ORDERED, ADJUDGED and DECREED that the Order of Exemption from Inscription Requirements for county owned vehicles is HEREBY APPROVED.

A copy of the order is attached to these minutes.

**9. CONSIDER APPROVAL OF LEASE AGREEMENT WITH J.G. BOWEN & ASSOCIATES FOR WOOD COUNTY COURTHOUSE SURVEILLANCE SYSTEM UPGRADE.**

Commissioner Holland made a motion to approve of the lease agreement with J.G. Bowen & Associates for Wood County Courthouse surveillance system upgrade. Commissioner Acker seconded the motion and all members voted "aye".

WHEREFORE it is ORDERED, ADJUDGED and DECREED that of the lease agreement with J.G. Bowen & Associates for Wood County Courthouse surveillance system upgrade is HEREBY APPROVED.

A copy of the upgrade agreement is attached to these minutes.

**10. CONSIDER ACKNOWLEDGMENT OF ACCEPTANCE OF CONTINUING EDUCATION TRANSCRIPT FOR TAX ASSESSOR-COLLECTOR.**

Commissioner Acker made a motion to acknowledge the acceptance of continuing education transcript for Tax Assessor-Collector. Commissioner Gaskill seconded the motion and all members voted "aye".

WHEREFORE it is ORDERED, ADJUDGED and DECREED that the acknowledgement of acceptance of continuing education transcript for Tax Assessor-Collector is HEREBY APPROVED.

Copies of the transcripts are attached to these minutes.

**11. CONSIDER ACKNOWLEDGEMENT OF APPOINTMENT OF DIRECTOR OF THE COMMUNITY SUPERVISION AND CORRECTIONS DEPARTMENT BY 402<sup>ND</sup> JUDICIAL DISTRICT COURT.**

Judge Jeanes read the Appointment of Director of the Community Supervision and Corrections Department by 402<sup>nd</sup> Judicial District Court.

Commissioner Holland made a motion to acknowledge the appointment of Director of the Community

Agenda item #11 cont'd.

Supervision and Corrections Department by 402<sup>nd</sup> Judicial District Court. Commissioner Gaskill seconded the motion and all members voted "aye".

WHEREFORE it is ORDERED, ADJUDGED and DECREED that the acknowledgement of appointment of Director of the Community Supervision and Corrections Department by 402<sup>nd</sup> Judicial District Court is HEREBY APPROVED.

A copy of the appointment is attached to these minutes.

## **12. CONSIDER APPROVAL OF CONSTABLE REPORTS.**

Judge Jeanes informed the court that he had received Constable Reports from Pcts. 1, 3, & 4.

Commissioner Acker made a motion to approve of the Constable Reports from Pcts. 1, 3, & 4. Commissioner Holland seconded the motion and all members voted "aye".

WHEREFORE it is ORDERED, ADJUDGED and DECREED that the Constable Reports from Pcts. 1, 3, & 4 are HEREBY APPROVED.

Copies of the Constable Reports from Pcts. 1, 3 & 4 are attached to these minutes.

## **13. CONSIDER APPROVAL OF RICOH ORDER AGREEMENT WITH ELECTIONS ADMINISTRATION OFFICE FOR CONTENT MANAGEMENT SERVICES.**

Commissioner Gaskill made a motion to approve of RICOH Order Agreement with Elections Administration Office for Content Management Services. Commissioner Acker seconded the motion and all members voted "aye".

WHEREFORE it is ORDERED, ADJUDGED and DECREED that the RICOH Order Agreement with Elections Administration Office for Content Management Services is HEREBY APPROVED.

A copy of the RICOH agreement is attached to these minutes.

## **14. CONSIDER APPROVAL OF MINIMUM BID OFFER FROM JASON MILLER & KEELIE SMITH FOR THE TAX SALE STRUCK OFF PROPERTY, CAUSE #T-3728; AND MINIMUM BID OFFER FROM DOUGLAS P. DALTON FOR TAX SALE STRUCK OFF PROPERTY, CAUSE #T-2939.**

Scott Severt, Perdue, Brandon, Fielder, Collins & Mott Representative, presented to the court the minimum bid offer from Jason Miller & Keelie Smith for the Tax Sale Struck Off Property, Cause #T-3728; and Minimum Bid Offer from Douglas P. Dalton for Tax Sale Struck Off Property, Cause #T-2939.

Commissioner Holland made a motion to approve of the minimum bid offer from Jason Miller & Keelie Smith for the Tax Sale Struck Off Property, Cause #T-3728; and Minimum Bid Offer from Douglas P. Dalton for Tax Sale Struck Off Property, Cause #T-2939. Commissioner Acker seconded the motion and all members voted "aye".

WHEREFORE it is ORDERED, ADJUDGED and DECREED that the minimum bid offer from Jason Miller & Keelie Smith for the Tax Sale Struck Off Property, Cause #T-3728; and Minimum Bid Offer from Douglas P. Dalton for Tax Sale Struck Off Property, Cause #T-2939 is HEREBY APPROVED.

Copies of the minimum bid offers are attached to these minutes.

## **15. CONSIDER ACKNOWLEDGEMENT OF WOOD COUNTY AIRPORT BOARD FINANCIAL STATEMENTS FOR FY 2016.**

Commissioner Gaskill made a motion to approve of the acknowledgment of Wood County Airport Board Financial Statements for FY 2016. Commissioner Holland seconded the motion and all members voted "aye".

WHEREFORE it is ORDERED, ADJUDGED and DECREED that the acknowledgment of Wood County Airport Board Financial Statements for FY 2016 is HEREBY APPROVED.

A copy of the Wood County Airport Board Financial Statements for FY 2016 is attached to these minutes.

## **16. CONSIDER OF WOOD COUNTY ROAD PERMIT # 2125 FOR PRECINCT 2.**

Commissioner Gaskill made a motion to approve of the Wood County Road Permit #2125 for Precinct 2. Commissioner Holland seconded the motion and all members voted "aye".

WHEREFORE it is ORDERED, ADJUDGED and DECREED that the Wood County Road Permit #2125 for Precinct 2 is HEREBY APPROVED.

Agenda item #16 cont'd.

A copy of the Wood County Road Permit #2125 for Precinct 2 is attached to these minutes.

**17. DISCUSS AND CONSIDER APPROVAL OF REQUEST FROM SHARON WATER SUPPLY CORPORATION TO SPONSOR A 2017 STEP APPLICATION (SMALL TOWN ENVIRONMENT PROGRAM) THROUGH THE TEXAS DEPARTMENT OF AGRICULTURE FOR FUNDING TO PROVIDE FIRST TIME WATER SERVICE TO 40 HOUSEHOLDS.**

Mary Kay Thomas, Amazing Grants President, asked the court to consider approval of request from Sharon Water Supply Corporation to sponsor a 2017 STEP application (Small Town Environment Program) through the Texas Department of Agriculture for funding to provide first time water service to 40 households.

Commissioner Acker made a motion to approve of the request from Sharon Water Supply Corporation to sponsor a 2017 STEP application (Small Town Environment Program) through the Texas Department of Agriculture for funding to provide first time water service to 40 households. Commissioner Gaskill seconded the motion and all members voted "aye".

WHEREFORE it is ORDERED, ADJUDGED and DECREED that the request from Sharon Water Supply Corporation to sponsor a 2017 STEP application (Small Town Environment Program) through the Texas Department of Agriculture for funding to provide first time water service to 40 households is HEREBY APPROVED.

**18. DISCUSS AND CONSIDER APPROVAL OF APPOINTING VANESSA STONE AND DAVID STOUT OF SHARON WSC AND OTHER MEMBER(S) TO SERVE AS A SELECTION COMMITTEE TO PERFORM PROCUREMENT OF PROFESSIONAL SERVICES FOR THE COUNTY'S ANTICIPATED 2017 STEP GRANT APPLICATION/PROJECT.**

Mary Kay Thomas, Amazing Grants President, asked the court to consider approval of appointing Vanessa Stone and David Stout of Sharon WSC and other members(s) to serve as a Selection Committee to perform Procurement of Professional Services for the County's anticipated 2017 STEP Grant Application/Project.

Commissioner Holland made a motion to approve of appointing Vanessa Stone and David Stout of Sharon WSC and other members(s) to serve as a Selection Committee to perform Procurement of Professional Services for the County's anticipated 2017 STEP Grant Application/Project. Commissioner Acker seconded the motion and all members voted "aye".

WHEREFORE it is ORDERED, ADJUDGED and DECREED that the appointing of Vanessa Stone and David Stout of Sharon WSC and other members(s) to serve as a Selection Committee to perform Procurement of Professional Services for the County's anticipated 2017 STEP Grant Application/Project is HEREBY APPROVED.

A copy of the appointment and Procurement Policy is attached to these minutes.

**19. DISCUSS AND CONSIDER AUTHORIZING THE COUNTY JUDGE TO EXECUTE THE FEDERAL GRANT PROGRAM PROCUREMENT POLICY FOR THE COUNTY'S ANTICIPATED 2017 STEP GRANT APPLICATION/PROJECT.**

Commissioner Gaskill made a motion to authorize the County Judge to execute the Federal Grant Program Procurement Policy for the County's Anticipated 2017 STEP Grant Application/Project. Commissioner Acker seconded the motion and all members voted "aye".

WHEREFORE it is ORDERED, ADJUDGED and DECREED that the authorization to allow the County Judge to execute the Federal Grant Program Procurement Policy for the County's Anticipated 2017 STEP Grant Application/Project is HEREBY APPROVED.

There being no further business to come before this session, the Court adjourned.

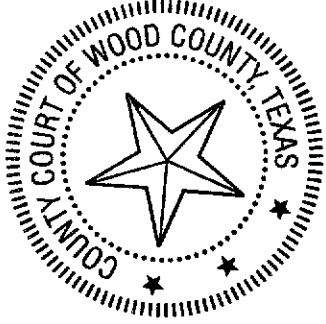
Minutes were taken and prepared by Kelley Price, County Clerk on the 13<sup>th</sup> day of January, 2017 with Judge Bryan Jeanes presiding.

I, KELLEY PRICE, COUNTY CLERK AND EX-OFFICIO CLERK OF THE COMMISSIONERS COURT IN AND FOR WOOD COUNTY, TEXAS do hereby certify that the forgoing is a true and correct copy of the minutes of the Commissioner Court in session on the 13<sup>th</sup> day of January, 2017.

Minutes were taken and prepared by Kelley Price, County Clerk on the 13<sup>th</sup> day of January, 2017 with Judge Bryan Jeanes presiding.

I, KELLEY PRICE, COUNTY CLERK AND EX-OFFICIO CLERK OF THE COMMISSIONERS COURT IN AND FOR WOOD COUNTY, TEXAS do hereby certify that the forgoing is a true and correct copy of the minutes of the Commissioner Court in session on the 13<sup>th</sup> day of January, 2017.

Given under my hand and official seal of office this the 13<sup>th</sup> day of January, 2017.



*Kelley Price*  
KELLEY PRICE  
COUNTY CLERK, WOOD COUNTY, TEXAS