

NOTICE OF MEETING
COMMISSIONERS COURT OF GARZA COUNTY, TEXAS
MONDAY, FEBRUARY 13, 2012 AT 9:00 A.M.
GARZA COUNTY COURTHOUSE,
300 WEST MAIN
POST, TEXAS 79356

COMPLETE AGENDA:

Call to Order-Monday, February 13, 2012 at 9:00 a.m.

DELIBERATE AND CONSIDER ACTION ON THE FOLLOWING ITEMS:

1. Minutes from Prior Meetings
2. Receive Reports from County Offices
3. Accounts Payable
4. Discuss and Review the Amended Budget for Garza County Appraisal District
5. Rodney Tidwell - EMS Status
6. Discuss to Approve A Computer Maintenance Contract for Garza County
7. Discuss to Approve Amended Engagement Letters for Joe Hays
8. Discuss to Engage Parkhill Smith and Cooper for Heating and Cooling Project for the Courthouse
9. Discuss to Approve A Bid Application for Property Located at 612 May Street, Post, Texas
Lots 57-60 Block 2 Hart Addition
10. Discuss to Approve Extending the Burn Ban
11. Discuss to Approve Advertising for Bids to Purchase a Maintainer for Precinct 4
12. Discuss to Approve to Allow the Clerk's Office to Accept Credit Card Payments Through
Certified Payments
13. Joe Hays - 2011 Audit
14. Budget Amendments and Line Item Transfers
15. Elevator Project
16. Public Comment

FILED 2/8 2012 3:15 P.M.
JIM PLUMMER
BY Jim Plummer DEPUTY
CLERK OF COUNTY COURT,
GARZA COUNTY, TEXAS



Lee Norman - Garza County Judge

A regular meeting of the Commissioners' Court of Garza County, Texas was held on Monday, February 13, 2012 at 9:00 a.m. at the Commissioners' Courtroom, 300 W. Main St., Post, TX with the following members present: Lee Norman, Judge; Commissioners: Pct. 1-Gary McDaniel, Pct. 2-Charles Morris, Pct. 3-Ted Brannon and Pct. 4-Jerry Benham.

County officials present: Jim Plummer, Clerk; Mike Munk, Attorney; Judy Bush, Tax Collector/Assessor; and Ruth Ann Young, Treasurer.

Also present: Meg Nelson, Administrative Assistant; Rodney Tidwell, Post EMS; Joe F. Hays, CPA/Independent Auditor; Jeff Lott and Royce Hart, board members of the Garza County Central Appraisal District; Jarod Stanlee, Yellowhouse Machinery; Elizabeth Moreno, The Post Dispatch; and Rosa Latimer, The Garza Post.

Judge Norman called the meeting to order at 9:04 a.m.

- Order 1: Minutes from the January 23, 2012 regular meeting were approved as amended with a motion by Commissioner McDaniel and seconded by Commissioner Morris. With a majority of the court members voting aye, the motion carried and so ordered.
- Order 3: Came on to be considered were the precinct and countywide accounts payable for January 24, 2012 through February 13, 2012. Motion was made by Commissioner Brannon and seconded by Commissioner Benham that all such accounts presented in the fund requirement print-out are allowed and ordered paid and presented to the Treasurer for payment. With a majority of the court members voting aye, the motion carried and so ordered. (Printout is attached.)
- Order 4: Came on for consideration was the amended budget for the Garza County Appraisal District (GCAD). By letter, outgoing chief appraiser Shirley Smith explained the board of directors of the appraisal district met in December 2011 and approved the increase in the budget for the salaries of all three employees. Garza County's share of the total budget will be \$83,173.80. That's up from \$77,910.54 from the adopted 2011-2012 budget. GCAD board member Jeff Lott explained that he feels that the salaries for the employees are low considering the increased workload and requests a \$25,000 budget increase for the employees' salaries. Considering refunds to the taxing entities, the county's portion would be about \$2000 and an additional \$5000-\$6000 for next year's budget. He added that the decision was made with the previous board

members and not with the two new members. He believes this is less expensive than adding another employee to the staff. He asked the court to trust the GCAD board's decision and request for the wage increases.

Specific issues, statistics and scenarios were discussed. Commissioner Brannon expressed that the timing is not right for an increase. A motion was made by Commissioner McDaniel and seconded by Commissioner Brannon to accept and support the GCAD budget amendment. With a majority of the court members voting aye, the motion carried and so ordered. Judge Norman and Commissioner Morris opposed and voted nay. (Information is attached.)

The court recessed at 10:13 a.m.

The court resumed at 10:25 a.m.

Order 5: Came before the court was Post-Garza County Emergency Medical Services manager Rodney Tidwell. Tidwell updated the court: The service must undergo a revalidation process and obtain a new IRS tax ID number. Because of multiple name changes over the years, the current tax ID number does not match with the current name of the service. Because of that, the service has had trouble receiving funding from Medicare. Tidwell is in the process of getting things lined up with the name, the IRS and the Texas Secretary of State's office. He wants to reorganize as a separate 501C(3) not for profit organization. The three entities (City of Post, Garza County and the Garza County Health Care District) will be the controlling members. Also, he believes he will need an office secretary in the future to handle the paper work. No action was taken.

Order 7: Came on for consideration was amended letters of engagement for the services of independent auditor Joe F. Hays, CPA, provided for the 2010-11 audit ending September 30, 2011. Hays explained that the amendment is needed due to the auditing of federal grant funds spent. He had to do more work than expected to comply with federal accounting laws. A motion was made by Commissioner Morris and seconded by Commissioner Benham to approve the amended letter of engagement with Joe F. Hays, CPA as an independent auditor. With a majority of the court members voting aye, the motion carried and so ordered. (Letter is attached.)

Order 13: Came on for presentation was the annual (2011) Report of Audit of Garza County by independent auditor Joe F. Hays, CPA. The county was issued a "clean opinion" for the audit for the year ending September 30, 2011. He submitted a summary and the full report. He reviewed the summary report with the court. A motion was made by Commissioner Benham and seconded by Commissioner Brannon to accept the audit as presented. With a majority of the court members voting aye, the motion carried and so ordered. (The audit summary and full audits are attached.)

The court recessed at 11:06 a.m.

The court resumed at 11:15 a.m.

Order 11: Came of for consideration was to advertise for bids to purchase a used maintainer for Precinct 4. Commissioner Brenham invited Jerod Standlee from Yellowhouse to propose the bid specifications by way of an Equipment Quotation. A motion was made by Commissioner Brannon and seconded by Commissioner Morris to advertise for two weeks for bids for a used maintainer according to the proposed specifications. With a majority of the court members voting aye, the motion carried and so ordered. (A list of the proposed specifications is attached.)

Order 6: Came on for consideration was a computer maintenance contract. Robert "Bubba" Smith for Postech Solutions proposed to do basic preventative maintenance and on call services. A motion was made by Commissioner Morris and seconded by Commissioner Benham to approve the proposed contract with Postech solutions. With a majority of the court members voting aye, the motion carried and so ordered. (Agreement attached.)

Order 9: Came on for consideration was sealed bids for county property: Lots 57-60, Block 2, Hart addition (located at 612 May St.) in the original town site of Post. One (1) sealed bid was submitted by Michelle Ortiz for \$750. Attorney Munk said the taxes owed are \$9665.41, court costs owed are \$387 and the adjudged value is \$12,290. A motion was made by Commissioner Brannon and seconded by Commissioner Brenham to accept the bid of \$750 from Michelle Ortiz.

With a majority of the court members voting aye, the motion carried and so ordered. (Bid is attached.)

- Order 8: Came on for consideration was whether to engage Parkhill, Smith and Cooper (PSC) for the courthouse heating and cooling project. Four proposals from Parkhill, Smith and Cooper were presented. The costs range from \$300,000 to \$346,000. A motion was made by Commissioner Morris and seconded by Commissioner McDaniel to engage PSC to conduct a more in depth study. With a majority of the court members voting aye, the motion carried and so ordered.
- Order 10: Came on for consideration was a Garza County Burn Ban: Order for Garza County Prohibition of Outdoor Burning. The current Order expires February 23, 2012. A motion was made by Commissioner McDaniel and seconded by Commissioner Brannon to extend/reinstate the Order for Garza County Prohibition of Outdoor Burning for 90 days (until May 23, 2011). (The ban includes the stipulation that any party wanting to burn during this time period must receive permission from Judge Norman.) With a majority of the court members voting aye, the motion carried and so ordered. (Order is attached.)
- Order 12: Came on for consideration was the acceptance of credit cards for payments in the clerk's office. Clerk Plummer explained that payments by credit and debit cards would be available on the internet, by phone as well as in person. He explained that the previous attempt in April 2011 with Official Payments fell through. He recommended Certified Payments No. 1, Limited. There are no fees or costs to public entities. Motion was made by Commissioner McDaniel and seconded by Commissioner Morris to approve the acceptance of credit and debit cards by the District and County clerk's office pending the county attorney's approval. With a majority of the court members voting aye, the motion carried and so ordered. (Agenda request and agreement are attached.)
- Order 14: Came on for consideration were line item transfers and budget amendment requests. One (1) budget amendments and three (3) line item transfers were submitted.

a. A motion was made by Commissioner Morris and seconded by Commissioner Benham to approve a budget amendment presented for the annual audit expense for \$3000.

With a majority of the court members voting aye, the motion carried and so ordered.

b. A motion was made by Commissioner Morris and seconded by Commissioner Benham to approve the line item transfer presented for the capital murder program for \$511.

With a majority of the court members voting aye, the motion carried and so ordered.

c. A motion was made by Commissioner Morris and seconded by Commissioner Benham to approve the line item transfer presented for the Lake Alan Henry fire department office for \$100.

With a majority of the court members voting aye, the motion carried and so ordered.

d. A motion was made by Commissioner Morris and seconded by Commissioner Benham to approve the line item transfer presented for the R&B 2 office for \$5000.

With a majority of the court members voting aye, the motion carried and so ordered.

(Line item transfers and the budget amendment are attached.)

Order 15: Elevator Project

Judge Norman said a meeting on Thursday with PSC will go through the punch list. He added that the project came in under budget.

Order 2: The following items of information were brought before the Court as a written report or for discussion:

- a. Treasurer
- b. Budget Usage/Analysis
- c. Clerk (11/11 & 12/11)
- d. Senior Transportation
- e. Tax Collector/Assessor
- f. Justice of the Peace, 1
- g. Justice of the Peace, 2
- h. AgriLife Extension/Greg Jones (12/11 & 1/12)
- i. AgriLife Extension/Nancy McDonald (12/11 & 1/12)
- j. Garza Wildlife Damage Association
- k. Letter from TxDot - Low Interest Loans
- l. SBA – Disaster News
- m. Political Redistricting Update
- n. Garza County Certificates of Obligation Bond Fund, 2008
- o. Garza County Public Facilities Board Bond Funds, 2005

p. Judge Norman received support to move forward on the following projects: Courtroom renovations, moving the commissioners' courtroom to the south side of the third floor and to receive estimates to turn a small space on the first floor next to the elevator into a break room.

He distributed a county map to the court for rural planning. It an opportunity to submit project requests to the South Plains Association of Governments (SPAG). Submissions are due over the next month.

Clerk Plummer explained that he attended a regional meeting in Lubbock. The April 3rd Primary Election date is still the date, but there is a chance it will be postponed again.

(Reports are attached.)

Order 16: Public Comment
None presented.

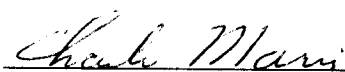
The meeting adjourned at 12:02 a.m.



LEE NORMAN, COUNTY JUDGE



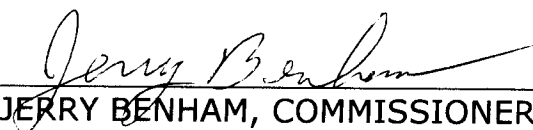
GARY MCDANIEL, COMMISSIONER PCT. 1



CHARLES MORRIS, COMMISSIONER PCT. 2



TED BRANNON, COMMISSIONER PCT. 3



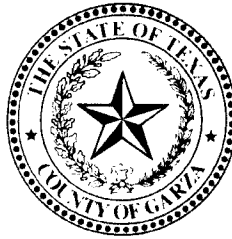
JERRY BENHAM, COMMISSIONER PCT. 4

ATTEST:



JIM PLUMMER, COUNTY CLERK

P.O. Box 366
300 West Main Street
Post, Texas 79356



Phone: 806-495-4430
Fax: 806-495-4431

JIM PLUMMER
District and County Clerk

**Welcome to the
Commissioners Court
of Garza County**

*Please leave any printed
material you presented
with the Clerk.
Thank You!*

Date: FEB. 13, 2012

	Name (please print)	Organization's Name	Addressing the Court "Yes" or "No"	Leaving Printed Material "Yes" or "No"
1	ROSA LATIMER	Garza Post	no	no
2	Jeff LOTT	APPRAISAL DIST	Yes	no
3	Renee Hart	" "	MAYBE	NO
4	Rodney Tidwell	Post EMS	yes	NO
5	JACOB STANDLER	Yellowhouse Mch.	YES	YES
6	Elizabeth Moore	Post Dispatch	NO	NO
7	Joe F. Voss	Joe F. Voss CPA	YES	YES
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