

**Tom Green County Commissioners' Court
August 13, 2002**

The Commissioners' Court of Tom Green County, Texas, met in Regular Session August 13, 2002 in the Edd B. Keyes Building, with the following members present:

- Clayton Friend, Commissioner of Precinct #1
- Karl Bookter, Commissioner of Precinct #2
- Jodie R. Weeks, Commissioner of Precinct #3
- Richard Easingwood, Commissioner of Precinct #4
- Michael D. Brown, County Judge

County Judge, Mike Brown, called the meeting to order at 8:33AM

The Pledge of Allegiance was recited and **Pastor Ruben Ramirez, Associate Pastor of Tree of Life Church**, offered the invocation.

3. Commissioner Friend moved to approve the Consent Agenda, with the exclusion of Item H (CalTech Contract), and Item J (June,2002 Solid Waste Report) as presented. Motion was seconded by Commissioner Weeks:

- A. Approved the minutes of the from the Regular Meeting, July 23, 2002 with a correction to Item 19 showing that "Commissioner Easingwood voted against the 45 day lease extension for the Shaver Building."
- B. Approved the Minutes from the Accounts Allowable from 7/24 - 30/02 in the amount of \$273,185.62, from 7/31/02 – 8/6/02 in the amount of \$1,026,306.03 and from 8/7 - 13/02 in the amount of \$418,542.43 for a combined total of \$1,718,034.08; Purchase Orders from 7/22-26/02 in the amount of \$44,479.08, from 7/29 – 8/2/02 in the amount of \$138,681.93 and from 8/5 - 9/02 in the amount of \$ 42,589.41 for a total of \$225,750.42.
- C. Accepted Personnel Actions as presented:

The following salary expenditures are being presented for your *Approval*:

<u>NAME</u>	<u>DEPARTMENT</u>	<u>ACTION</u>	<u>EFF. DATE</u>	<u>GRADE/ STEP</u>	<u>SALARY</u>	
Cervantes, Sylvia M.	County Attorney	Rehire	07/29/02	P/T	\$ 6.15	/HR
*Luera, Libertad "Libby"	District Clerk	Promotion	08/06/02	10/1	\$ 6.00	/HR
Schaller, Vickie L.	District Clerk	Prom. & Sal. Inc.	08/06/02	14/1	\$ 754.35	S/M
Elkins, Anjanette M.	Indigent Health	Transfer & Sal. Inc.	08/12/02	12/1	\$ 682.91	S/M
Morales, Mary G.	Jail	Rehire	08/08/02	16/1	\$ 832.10	S/M
Hooten, Kristy N.	RKR Post Adjud	Salary Increase	07/16/02	N/A	\$1000.00	S/M
Johnson, Jerry M.	RKR Post Adjud	Lateral Transfer	08/01/02	N/A	\$ 736.66	S/M
**Sanders, Paul W.	RKR Post Adjud	Prom. & Sal. Inc.	08/01/02	N/A	\$ 736.66	S/M
Ralph, Evan D.	Sheriff	New Hire	08/16/02	19/4	\$1039.07	S/M

* Also went from Temporary to Full-Time

** Also went from Standby to Full-Time

The following personnel actions are presented for *Acknowledgement* and as a matter of record:

<u>NAME</u>	<u>DEPARTMENT</u>	<u>ACTION</u>	<u>EFF. DATE</u>	<u>GRADE/ STEP</u>	<u>SALARY</u>	
Fleming, Erin E.	County Extension	Resignation	06/28/02	P/T	\$ 6.25	/HR
Hillis, Lisa M.	District Clerk	Resignation	08/02/02	14/1	\$ 754.35	S/M
Miller, Jolena H.	District Court	Resignation	08/02/02	N/A	\$1075.70	S/M
Thoma, Connie F.	Environmental Control	Resignation	08/16/02	N/A	\$ 832.10	S/M
Frazier, Kachina R.	Jail	Resignation	07/16/02	16/1	\$ 832.10	S/M
Grantham, Shannon R.	Jail	Rescinded Job Offer	08/01/02	16/1	\$ 832.10	S/M
Herod, Raymond H.	Jail	Resignation	08/18/02	16/3	\$ 875.17	S/M
Baca, Candice M.	Library	Resignation	08/08/02	N/A	\$ 6.15	/HR
Gomez, Lindsey K.	Purchasing	Resignation	08/20/02	12/1	\$ 682.91	S/M
Hargrove, Gary L.	CRTC (235)	Resignation	08/02/02	N/A	\$ 751.42	S/M
Smith, Cheryl A.	CRTC (235)	Resignation	08/05/02	N/A	\$ 718.01	S/M
Galindo, Sandra	CSCD (218)	Salary Increase	08/01/02	N/A	\$1078.38	S/M
Leake, Jerod D.	CSCD (218)	Resignation	08/22/02	N/A	\$1036.92	S/M
***Tucker, William M.	CSCD (271)	Prom. & Sal. Inc.	08/01/02	N/A	\$ 714.38	S/M

*** Also went from Part-Time to Full-Time

- D. Accepted the 2002 combined City/County/ISD Auction totals in the amount of \$ 42,193.36 as a matter of record. (Recorded with the minutes)

- E. Approved the extension period for a Temporary Clerk's position in the Sheriff's office.
- F. Approved the request from the Concho Rural Water Corporation to install a water line 330 feet in the west ROW of Grape Creek Road from the intersection of Grape Creek Road and Oleander; then place 30 feet bore under Burrell Road and continue 450 feet in the south ROW to a point 1550 feet north of the intersection of US Highway 87 and Grape Creek Road in Precinct #3.
- G. Approved request by Verizon Southwest to install a communication line starting at 633 feet north of the intersection with Post Oak Road on Texas Oak Road in the east ROW to bore and push a 2 inch GT 80 for 48 feet in a westerly direction to end at this point. All to be a minimum of 30 inches in depth.
- H. Excluded
- I. Approved request by the City of San Angelo to sell the following tax foreclosure property:
 - 1. Lot 4, Block 7, Mineola Addition, Cause # B-00-0040-T to Alexander G. Sanchez in the amount of \$ 3100.00.
 - 2. Lot 8, Block 1, Crowell Addition, Cause # Tax 89-0440 to Sylvia Martinez in the amount of \$ 1,500.00 .
- J. Excluded.
- K. Accepted Indigent Health Care Expenditure Report for June, 2002. (Recorded with these minutes)
- L. Accepted the Extension Service Monthly Schedule of Travel as a matter of record. (Recorded with these minutes)
- M. Acknowledged the placement of 24 signs on County roads as a matter of record. (List recorded with minutes)
- N. Set September 6th, 2002 as opening date for RFB 02-014 "Roofing of CRTC and West Branch Library Buildings".
Discussion: Commissioner Bookter reported to the Court that the signs had gone up and most of them have already been knocked down or stolen. Crime Stoppers will be notified.

All voted in favor of the motion.

- 4. Keith Davis reported that the Avalon contract is being reviewed by the Juvenile Board for acceptance. The Effective date of the Contract will be September 1, 2002, upon the agreement of all parties. **(The Contract is recorded with these minutes after approval and review by all parties).**
- 5. Keith Davis explained to the Court that the contract with the Alcohol and Drug Abuse Council for the use of the portable building the San Angelo ISD has vacated, is basically the same agreement and terms as was agreed on with the San Angelo ISD. They will landscape around the building and provide new carpet as needed at present. **Commissioner Weeks to approve the contract between the Alcohol and Drug Abuse Council and Tom Green County for the use and maintenance of the portable building and parking lot located adjacent to the County Juvenile Probation Center. The contract period will be September 1, 2002 through August 31, 2003 and to be renewed annually, authorizing Judge Brown to sign the necessary papers. Judge Brown seconded the motion and all voted in favor.**
- 6. **Judge Brown moved to adopt the Resolution supporting the application for a Title V Criminal Justice Grant, entitled, "Project KICK" for at-risk youth. The motion was seconded Commissioner Weeks. Commissioner Bookter voted against the motion. The motion carried 4 in favor, 1 opposed.**
- 7. Susan Counts, Information Technology, reported that 38 new computers had been installed this past month. IT will have in place an internet access according to user's name instead of machine assignments. The tech server will be installed in the County Attorney's office this week to complete the installations in the Justice Center. **There was no action by the Court.**
- 8. Molly Taylor, Elections Administrator, recommended that the compensation remain the same for election workers, due to the tightness of the budget. Ms. Taylor fielded questions from the Commissioners pertaining to complaints they had received regarding the different polling places and line changes. She explained that the City of San Angelo and the School Districts had created their own lines, differently than the

County lines, creating some confusion.

Judge Brown moved to approve the Order setting the number of election workers per election precinct and the rate of compensation for Judges and Clerks for the November 5, 2002 General Election as presented. Commissioner Weeks seconded the motion and all voted in favor.

9. Chris Taylor, County Attorney, explained to the Court that his upstairs office had shared phone lines with his Domestic Violence Office located in the basement of the Courthouse. With the upstairs office moving to the Justice Center, the Domestic Violence needs at least one more phone line in order to have a dedicated fax line.

Judge Brown moved to approve the addition of another phone line to the County Attorney's Domestic Violence Office located in the basement of the Courthouse. Commissioner Friend seconded the motion and all voted in favor.

10. Stan Liles, Auditor, explained the options regarding the tax rate to the Court. 3% increase would be 1.01 cents or a higher increase of 2.4 cents that would call for public hearings and a possible roll back. The necessary increase is primarily due to the Senate Bill 7 mandates providing attorneys for indigent defense in criminal cases. Judge Brown explained that County and City tax rate can be set at a maximum of 80 cents and school rates can be \$1.50. The City is set at 77 cents while the County is 43 cents and the school district is close to the maximum.

Judge Brown moved that the tax rate not exceed the 103% at an increase of one cent. Commissioner Friend seconded the motion and all voted in favor.

11. Judge Brown announced that the date for the formal public hearing and vote on the adoption of the tax rate and budget was set for **August 27, 2002.**
12. **Commissioner Bookter moved to award RFP 02-012 "Dental Insurance" to Life Re Insurance of San Antonio represented by local agents of Martin & Herring Associates; Zesch & Pickett, based on the recommendation of the Insurance Committee. Commissioner Friend seconded the motion and all voted in favor.**
13. **Commissioner Weeks moved to accept the Treasurer's report for July 2002, as presented. Commissioner Easingwood seconded the motion and all voted in favor.**
14. **Commissioner Weeks moved to accept the Auditor's report for July, 2002 as presented. Commissioner Friend seconded the motion and all voted in favor.**
15. **Commissioner Bookter moved to authorize the application with Millersview Doole Water Corporation for a tap into the line for the Precinct 2&4 yard at a cost of \$2700.00 to be paid from Precinct 2&4 Road and Bridge fund. Commissioner Easingwood seconded the motion and all voted in favor.**
16. **Judge Brown moved to approve Amendment No. 1 to Contract No.722769 between Tom green County and the Office of Rural Community Affairs for the Christoval Water Project. Commissioner Easingwood seconded the motion and all voted in favor.**
17. **Commissioner Weeks moved to approve the position for a Jail Nurse's Supervisor to be effective October 1, 2002 and increase the salary from \$21,756.00 to \$23,932.00. Judge Brown seconded the motion. Commissioners Easingwood and Weeks voted in favor of the motion. Commissioners Friend and Bookter and Judge Brown voted in opposition of the motion. The motion failed 2 to 3.**

Commissioner Bookter moved to approve the position for a Jail Nurse's Supervisor to be effective August 1, 2002 and with a salary increase from \$21,756.00 to \$23,932.00 a year. Commissioner Friend seconded the motion. Judge Brown and Commissioners Friend and Bookter voted in favor of the motion. Commissioners Weeks and Easingwood voted in opposition of the motion. The motion passed 3 to 2.

18. **Judge Brown moved to approve the Tom Green County Historical Commissions request to place a fence around the perimeter of the County Line Cemetery on Guinn Road in Precinct 4 with the stipulation that a subsequent survey be made to verify that it is located within the boundaries of Tom Green County and not Irion County. Judge Brown retracted his motion prior to a second. Judge Brown tabled the subject until subsequent data can be produced by the Historical Commission allowing the Court to make a qualified decision.**
19. **Judge Brown moved for the issuance of a letter recognizing the Christoval Volunteer Fire Department as an organized department in order for them to**

make application for grant funding to assist with the purchase price of new equipment for their department. Commissioner Easingwood seconded the motion and all voted in favor.

20. The Space Allocation Committee submitted the following recommendations for moves at this time:

Treasurer's office to the former County Attorney's office.

Building Maintenance Department to the Shaver Building

Probation Department to the Justice Center

District Clerk's personal office to former County Judge's office.

Mail room to District Clerk's former personal office.

Constable's to the offices semi circled around the elevator of 1st floor in Courthouse

Constable #4's office located in the east end of the semi circle or to the east of the elevator, so he could move his office out of his pickup.

Lower storage area of the Keyes building to be screened and secured to allow a locked, secure area for additional storage.

District Court reporters to 1st floor storage area in the Courthouse.

Courtroom D to former Court at Law II Courtroom with a portion of the former County Attorney's office utilized to enlarge the jury box and convert the existing jury room bathrooms into a handicap accessible bathroom.

Administration department (including purchasing and personnel) move from the Annex building to the Keys building, possibly to former Treasurer's office.

District Attorney's office to expand into the Administration offices in the Courtstreet Annex.

Judge Brown moved to approve the remodel a portion of the County Attorney's former office to expand the jury box from 6 person to 12 person and create a handicap accessible bathroom for the juror's room and to be known as Courtroom D. Commissioner Weeks seconded the motion.

Judge Brown amended his motion to include moving the Constables to the area around the elevators on the first floor with Constable #4 utilizing a portion for his office. Commissioner Weeks seconded the amendment. All voted in favor of the motion.

Commissioner Weeks moved to table the approval of the other recommendations pending further study of the best use of space allocations.

Commissioner Bookter seconded the motion. Commissioners Bookter, Weeks and Easingwood voted in favor of the motion. Commissioner Friend and Judge Brown voted in opposition of the motion. The motion carried 3 to 2.

21. **Judge Brown moved to adopt the "Subdivision Application Form" that is to be presented at the time application fees are paid and prior to placing on the Commissioners' Court Agenda for approval as part of the Subdivision and Manufactured Home Community rules and regulations. Commissioner Weeks seconded the motion and all voted in favor. (Applications can be obtained in the County Clerk's office.)**

22. There were no line item transfers.

Future Agenda Items:

1. Consider request from Verizon.
2. Consider recommendations by Space Allocation Committee.
3. Consider CalTech Computer hardware and software Consulting Contract.
4. Consider request for an additional cash drawer in the Collection Department.
5. Consider HB 2604 –Rural Fire Department Assistance Program
6. Consider Crime Stoppers reward for the arrest and conviction of person or persons responsible for theft and vandalism of County road signs.
7. Consider request by City of San Angelo to approve the sale of the following tax foreclosure properties: Lots 4,5&6 Block 1 Fort Concho Annex.
8. Consider space allocation request.

Announcement:

1. Next Commissioners' Court Meeting will be August 27, 2002.
2. Budget and Tax rate will be voted on August 27,2002.

3. Thursday, August 15, 2002 Judge Brown and Roy Robb will travel to Austin to accept the Texas Association of Counties “Best Practice Award” for the Community House Arrest Program AKA CHAP” ; Constables Fred Buck and Alvie Hester will be accepting the “Best Practice Award” for their Mental Health Deputies Program. These are programs that have been initiated to save money for the County and help cut the budget cost. Two other programs that were submitted, but did not receive awards, were the “E-mail Court Dockets for County Court – at – Law Courts 1&2” and the “Collection program” which tracts time payments of criminal fines and court cost for the 2 County Court-at-Laws. Congratulations on those receiving Awards and thanks to those who submitted entries.
4. 8 dry hydrants from the Rural Community &Development (RC&D)are available; application can be made through the Commissioners’ Court.

Meeting was adjourned at 11:45 AM

Note: Recording of these Minutes unavailable due to malfunction of the machine.

Michael D. Brown, County Judge

Elizabeth McGill, County Clerk and Ex-officio Clerk
of the Commissioners’ Court