

**COMMISSIONERS COURT OF UPSHUR COUNTY, TEXAS
TUESDAY, JANUARY 31, 2017
9:00 AM REGULAR SESSION**

Commissioners met in regular session with all members present.

1. Invocation and Pledges

Prayer said by Frank Berka

2. Consider and take action on approval of:

A. The minutes of previous meeting:

Motion to approve the minutes of previous meeting as written made by Paula Gentry

Second by Mike Spencer

Paula Gentry, Don Gross, Frank Berka and Mike Spencer voted for.

Motion approved. (Minutes of meeting held on January 13th)

B. Payroll changes:

Motion to approve payroll changes made by Don Gross

Second by Mike Spencer

Paula Gentry, Don Gross, Frank Berka and Mike Spencer voted for.

Motion approved.

Copies attached.

C. Payroll:

Motion to approve payroll made by Paula Gentry

Second by Mike Spencer Frank Berka abstained

Paula Gentry, Don Gross and Mike Spencer voted for.

Motion approved.

Copy attached.

D. Budget amendments:

Motion to approve budget amendments made by Frank Berka

Second by Don Gross

Paula Gentry, Don Gross, Frank Berka and Mike Spencer voted for.

Motion approved.

Copy attached.

E. Accounts payable:

Bills Previously Paid:

Motion to approve accounts payable made by Frank Berka

Second by Don Gross

Paula Gentry, Don Gross, Frank Berka and Mike Spencer voted for.

Motion approved.

Copy attached.

F. Accept for recording: Auditor reports; Treasurer reports; Bonds; Oaths; Deputations; Certificates; State and County Taxes Summary; and applications for use of Upshur County roads and rights-of-way and permit requests.

Motion to record all documents listed above made by Paula Gentry

Second by Mike Spencer

Paula Gentry, Don Gross, Frank Berka and Mike Spencer voted for

Motion approved.

Copies attached.

3. Discuss and take action to appoint the Upshur County Historical Commission Board. Hear report from the commission.

Motion to approve Virginia Higginbotham, Bridget Fowler, Claudett Bennett, Gwen Jewett, Eddie Turner, Patsy Williams and Ardis Bell Sr. as the Upshur County Historical Commission Board made by Don Gross

Second by Paula Gentry

Paula Gentry, Don Gross, Frank Berka and Mike Spencer voted for

Motion approved.

Copy attached.

Gwen Jewett thanked all the others for coming, agreeing to participate and for all their hard work.

4. Discuss and take action to pay Lee Tillman \$6,450.00 on January 31, 2017 for the fence he built on the Hwy. 155 property.

Motion to approve the payment of \$6,450.00 to Lee Tillman on January 31, 2017 made by Frank Berka

Second by Mike Spencer

Paula Gentry, Don Gross, Frank Berka and Mike Spencer voted for.

Motion approved.

5. Discuss and take action to approve Resolution in opposition to SearchTX.

Motion to approve the Resolution in opposition to SearchTX made by Frank Berka

Second by Don Gross

Paula Gentry, Don Gross, Frank Berka and Mike Spencer voted for.

Motion approved.

Copy attached.

6. Discuss and take action to approve out of state travel for Shaniqua Davis, County Extension Agent and the rental of a vehicle in which to travel.

Motion to approve out of state travel for Shaniqua Davis and the rental of a car made by Mike Spencer

Second by Paula Gentry

Paula Gentry, Don Gross, Frank Berka and Mike Spencer voted for.

Motion approved.

7. Discuss and take action to approve the purchase of a copy machine for the Tax Office.

Motion to approve the purchase of a sharp remanufactured copy machine from TLC for \$4,475.00 made by Frank Berka

Second by Paula Gentry

Paula Gentry, Don Gross, Frank Berka and Mike Spencer voted for.

Motion approved.

Copy attached.

8. Discuss and take action to renegotiate the banking depository contract for June 1, 2017 – May 31, 2019 with Austin Bank or to accept Bank Depository Proposals.

Motion to renew the bank depository contract with Austin Bank effective June 1, 2017 – May 31, 2019 made by Mike Spencer

Second by Paula Gentry

Paula Gentry, Don Gross, Frank Berka and Mike Spencer voted for.

Motion approved.

9. Discuss and take action to set County wide dump days for 2017.

Motion to set County wide dump days as March 25, 2017 and April 8, 2017 made by Paula Gentry

Second by Don Gross

Paula Gentry, Don Gross, Frank Berka and Mike Spencer voted for.

Motion approved.

10. Discuss and take action to transfer a portion of the maintenance department salary line item and other line items to the Jail budget to allow the Sheriff to hire a maintenance person.

Motion to transfer from the County Maintenance Department \$10,800.00 from the salary line item, \$826.20 in payroll matching and \$662.04 in retirement to the Jail budget to allow the Sheriff to hire a maintenance person made by Frank Berka

Second by Paula Gentry

Paula Gentry, Don Gross, Frank Berka and Mike Spencer voted for.

Motion approved.

11. Discuss and take action to accept the donation of vests for the Sheriff's office from Robert Perry with Blue Prepared.

Motion to accept the donation of vests from Blue Prepared to the Sheriff's office made by Mike Spencer

Second by Paula Gentry

Paula Gentry, Don Gross, Frank Berka and Mike Spencer voted for.

Motion approved.

The following businesses were recognized for making these donations possible: Tefteller Law Office, All-Star Insurance, Stanley Ford Gilmer, Stop-A-Minute West, Phillips 66, Gilmer National Bank and Goose Head Insurance.

12. Discuss and take action on disbursement of available school funds.

Motion to approve the pro-rated disbursement of \$250,000.00 to our school districts made by Don Gross

Second by Mike Spencer

Paula Gentry, Don Gross, Frank Berka and Mike Spencer voted for.

Motion approved.

13. Discuss and take action to receive certification of grant money from the Auditor and adopt a special budget for same.

Motion to accept the certification of grant money from the Auditor and adopt a special budget for same made by Don Gross

Second by Mike Spencer

Paula Gentry, Don Gross, Frank Berka and Mike Spencer voted for.

Motion approved.

Copy attached.

14. Open bids for Road and Bridge materials. Discuss and take necessary action

No action was taken at this time.

The following bids were submitted for consideration:

Gasoline and Diesel Fuel bids: Jackson Oil Company; Petroleum Traders; Lykins Oil Company; Fikes Wholesale Inc.; **Pug Milling bids:** Material Resources; **Refined Road Oil:** Bryan & Bryan; Asphalt & Fuel Supply, LLC; Ergon Asphalt & Emulsions, Inc.; **Plant Mixed Asphalt:** Longview Asphalt; Wood County Asphalt & APAC.

15. Discuss and take action to authorize the following:

A. Upshur County to sponsor a 2017 Small Towns Environment Program fund application to the Texas Department of Agriculture on behalf of Union Grove Water Supply Corporation;

B. Appoint David Beavers and Cathy Harris of Union Grove 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;

C. Authorize the County Judge to execute the Federal Grant Program Procurement Policy for the County's anticipated 2017 STEP grant application/project; and,

D. To adopt the Texas Community Block Grant Code of Conduct Policy.

Motion to approve the action outlined in item 15 a,b,c & d listed above made by Paula Gentry

Second by Mike Spencer

Paula Gentry, Don Gross, Frank Berka and Mike Spencer voted for.

Motion approved.

Copies attached.

16. Discuss and take action to authorize the following:

- A. The County Judge to enter into a contract with Amazing Grants, Inc. for grant management services for the County's 2016 Texas Community Development Block Grant Disaster Recovery award;**
- B. A Resolution designating individuals as authorized signators for the County's TxCDBG-DR grant and execute Authorized Signatories Designation Form;**
- C. Appoint Melinda Smith as the Labor Standards Officer for the 2016 TxCDBG-DR;**
- D. Approve procedures and resolutions for the grant as required by the Texas Department of Agriculture, including: Civil Rights Resolution, Citizen Participation Plan and Complaint Procedures, Section 3 Resolution and Policy, Excessive Force Resolution and Policy, Limited English Proficiency Plan, and authorization of publication of required fair housing public service announcement; and**
- E. The County Judge to execute Initial Acquisition Report reporting no acquisition.**

Motion to approve the actions in Item 16 a,b,c,d & e listed above made by Don Gross
Second by Paula Gentry
Paula Gentry, Don Gross, Frank Berka and Mike Spencer voted for.
Copies attached.

17. Adjourn.



Attest: Terri Ross, Upshur County Clerk

Attendance sheet placed into minutes for recording purposes only.

Bills previously approved placed into minutes for recording purposes only.

Jury payroll placed into minutes for recording purposes only.

