

STATE OF TEXAS

November 8, 2010

COUNTY OF JOHNSON

COMMISSIONER'S COURT

BE IT KNOWN that on the 8th day of November, 2010, the Honorable Commissioner's Court of Johnson County, Texas, met in Regular Session at the Johnson County Courthouse thereof, in the City of Cleburne, Johnson County, Texas, for the purpose of transacting any and all business that may lawfully be brought before the same. The meeting was called to order at 9:01 A.M., with all members present except the County Judge Roger Harmon, Commissioner Precinct #2, John W. Matthews presided and following the Invocation led by Reverend Joe Stephens and the Pledge of Allegiance, the following items, having been lawfully posted and filed for record in the Office of the County Clerk on November 4, 2010 at 9:58 A.M., were considered:

VI. PUBLIC HEARING

The Commissioner's Court opened a Public Hearing at 9:04 A.M. to discuss:

1. "SUBDIVISION RULES AND REGULATIONS"

Don Burns, Public Works Director told the Court that his office had been working for several years to get the Subdivision Rules and Regulations updated to coincide with State laws. Bill Moore, County Attorney said the documents met State Statutes and he recommended the Court approve the Subdivision Rules and Regulations. Commissioner Matthews asked if there was anyone in the audience to speak in favor or against this item. No one came forward and the hearing was closed at 9:05 A.M.

VII. PRECEDING BUSINESS

1. CONSIDERATION OF SUBDIVISION RULES AND REGULATIONS

Comm. Bailey, seconded by Comm. Stringer, made a motion to approve the Subdivision Rules and Regulations.

All voted aye; motion carried.

IV. WELCOME VISITORS, ANNOUNCEMENTS & PRESENTATIONS

1. PROCLAMATION FOR “VETERANS APPRECIATION WEEK”

Commissioner’s Court proclaimed November 7-13, 2010 as “Veterans Appreciation Week”.

2. ANNOUNCEMENT OF A SPECIAL CALLED COMMISSIONER’S COURT MEETING ON MONDAY, NOVEMBER 15, 2010 AT 9:00 A.M. TO CANVASS THE VOTES FROM THE NOVEMBER 2, 2010 GENERAL ELECTION

Comm. Matthews announced that there will be a Special Called Commissioner’s Court Meeting on Monday, November 15, 2010 at 9:00 A.M. to canvass the votes from the November 2, 2010 General Election.

Margaret Cook, Purchasing Agent wanted to thank everyone who participated in the shredding and destruction of items at the Burleson Sub-Courthouse.

V. PUBLIC PARTICIPATION

None.

VII. PRECEDING BUSINESS

2. CONSIDERATION OF MINUTES OF THE COMMISSIONER’S COURT:

a. September 13, 2010 – Regular Session

Comm. Beeson, seconded by Comm. Bailey, made a motion to approve the Commissioner's Court Minutes for September 13, 2010.

All voted aye; motion carried.

3. CONSIDERATION OF REQUEST TO PAY BILLS

Comm. Bailey, seconded by Comm. Stringer, made a motion to pay bills as presented by the County Auditor.

All voted aye; motion carried.

4. ACKNOWLEDGMENT OF RECEIPT OF THE COUNTY AUDITOR'S REPORTS TO THE COMMISSIONER'S COURT

The Commissioner's Court acknowledged the receipt of the County Auditor's Reports.

5. CONSIDERATION OF FINAL PLAT-D. BAILEY ADDITION, LOT 1, BLOCK 1-PRECINCT #4

Comm. Beeson, seconded by Comm. Bailey, made a motion to approve the final plat for **D. Bailey Addition**, Lot 1, Block 1 in Precinct #4.

All voted aye; motion carried.

6. CONSIDERATION OF RFB'S:

a. **RFB 2011-402-1986 or Newer Lowboy Equipment Trailer-Precinct #4**

Comm. Beeson, seconded by Comm. Bailey, made a motion to approve **RFB 2011-402** for a 1986 or newer Lowboy Equipment Trailer, model # 70SDGN from Interstate Trailers in Mansfield, TX in the amount of \$44,067.00.

All voted aye; motion carried.

b. **RFB 2011-403-Sale of Railroad Ties**

Comm. Bailey, seconded by Comm. Stringer, made a motion to approve **RFB 2011-403** for the sale of 50 railroad ties at \$5.00 each for the total amount of \$250.00 to Bob Alford.

All voted aye; motion carried.

7. CONSIDERATION OF RENEWAL OF MECHANICAL SERVICE AGREEMENT WITH METROPLEX OFFICE SYSTEMS FOR THE PUBLIC WORKS LEKTRIEVER-PURCHASING

Comm. Stringer, seconded by Comm. Beeson, made a motion to approve the renewal of Mechanical Service Agreement with Metroplex Office Systems for the Public Works Lektriever from October 1, 2010 through September 30, 2011 in the amount of \$1,978.20 and to give the County Judge the authorization to sign.

All voted aye; motion carried.

8. CONSIDERATION OF RENEWAL OF MAINTENANCE WITH IKON OFFICE SOLUTIONS FOR A CANON IR105 COPIER/PRINTER-PURCHASING

Comm. Stringer, seconded by Comm. Beeson, made a motion to approve the Renewal of Maintenance with IKON Office Solutions for a Canon IR105 Copier/Printer for the Print Shop from October 24, 2010 through October 23, 2011 in the amount of \$8,075.85.

All voted aye; motion carried.

9. CONSIDERATION OF RENEWAL OF MAINTENANCE WITH LASER TECH. SOLUTIONS FOR A CANON IR3035 COPIER FOR THE COUNTY JUDGE'S OFFICE-PURCHASING

Comm. Beeson, seconded by Comm. Bailey, made a motion to approve the Renewal of Maintenance with Laser Tech Solutions for a Canon IR3035 Copier for the County Judge's Office from October 1, 2010 through September 30, 2011 in the amount of \$420.00.

All voted aye; motion carried.

10. CONSIDERATION OF ADVERTISING FOR LEASE OF MINERAL RIGHTS ON PROPERTY DESCRIBED AS FOLLOWS: 118 SOUTH FRIOU STREET, ALVARADO, TX 76009., ALL OF THAT CERTAIN SOUTH 19.0 FEET OF LOT 7 AND ALL OF LOT 8, A SUBDIVISION OF LOT 2, BLOCK 29, ORIGINAL TOWN ADDITION TO THE CITY OF ALVARADO, JOHNSON COUNTY, TX, ACCORDING TO THE OFFICIAL MAP RECORDED IN VOLUME 26, PAGE 640, DEED RECORDS OF JOHNSON COUNTY, TX. ALVARADO SUB-COURTHOUSE 0.183 ACRES OF ANDREW PATTON SURVEY, ABSTRACT 684-PRECINCT #3

Comm. Stringer, seconded by Comm. Beeson, made a motion to approve to advertise for lease of mineral rights on property described as follows: 118 South Friou Street, Alvarado, TX 76009, all of that certain south 19.0 feet of Lot 7 and all of Lot 8, a subdivision of Lot 2, Block 29, Original Town Addition to the City of Alvarado, Johnson County, TX, according to the Official Map recorded in Volume 26, Page 640, Deed Records of Johnson County, TX, Alvarado Sub-Courthouse 0.183 acres of Andrew Patton Survey, Abstract 684 in Precinct #3 with the request of a lease minimum of \$2,500.00 per acre and a royalty of 25%.

All voted aye; motion carried.

VIII. UNFINISHED BUSINESS

1. CONSIDERATION OF ARCHITECTURAL DESIGN, SPECIFICATION, FINANCIAL PROGRAM REQUIREMENT AND CONTRACTS FOR THE LAW LIBRARY AT THE GUINN JUSTICE CENTER

No Action.

2. CONSIDERATION OF ARCHITECTURAL DESIGN, SPECIFICATION, FINANCIAL PROGRAM REQUIREMENTS, AND CONTRACTS FOR ADULT PROBATION BUILDING

No Action.

3. CONSIDERATION OF RECURRING ITEMS CONCERNING MARKET SQUARE

Discussion. No Action.

4. CONSIDERATION OF ARCHITECTURAL DESIGN, SPECIFICATION, FINANCIAL PROGRAM REQUIREMENT AND CONTRACTS FOR THE EMERGENCY OPERATIONS CENTER GRANT

Discussion. No Action.

IX. NEW BUSINESS

1. CONSIDERATION TO ADVERTISE FOR BIDS/PROPOSALS

Comm. Stringer, seconded by Comm. Bailey, made a motion to advertise for bids/proposals for Precinct #3-two small utility trailers; Precinct #4-a 2003 or newer cab/chassis truck; and Precinct #2-a Volvo loader to be purchased from Buyboard in the amount of \$118,000.00.

All voted aye; motion carried.

2. CONSIDERATION OF BUDGET AMENDMENT PURSUANT TO THE LOCAL GOVERNMENT CODE *SECTION 111.010-C* for:

- a. Equipment Purchase Public Works-Equipment Non-Capital
- b. Equipment Purchase Treasurer-Equipment Non-Capital
- c. Equipment Purchase Medical Examiner-Equipment Capital

Comm. Bailey, seconded by Comm. Beeson, made a motion to approve the Budget Amendment pursuant to the Local Government Code *Section 111.010-C* for Equipment Purchase Public Works, Equipment Non-Capital to replace a broken shredder in the amount of \$1,093.00; Equipment Purchase Treasurer, Equipment Non-Capital to replace a broken shredder in the amount of \$978.00; Equipment Purchase Medical Examiner, Equipment Capital for budget shortage for purchase of approved vehicle in the amount of \$10.00.

All voted aye; motion carried.

3. CONSIDERATION OF STATE OF TEXAS NOTICE OF WAIVER OF RECOVERY ZONE BOND ALLOCATION

Comm. Bailey, seconded by Comm. Beeson, made a motion to approve the State of Texas Notice of Waiver of Recovery Zone Bond Allocation and to give the County Judge the authorization to sign.

All voted aye; motion carried.

4. CONSIDERATION OF TEXAS PARKS AND WILDLIFE DEPARTMENT COUNTY BOAT AGENT AGREEMENT-TAX OFFICE

Comm. Stringer, seconded by Comm. Bailey, made a motion to approve the Texas Parks and Wildlife Department County Boat Agent Agreement and to give the County Judge the authorization to sign.

All voted aye; motion carried.

5. CONSIDERATION OF AMENDED RESOLUTION FOR THE MENTAL HEALTH PEACE OFFICER GRANT

Comm. Bailey, seconded by Comm. Beeson, made a motion to approve the Amended Resolution for the Mental Health Peace Officer Grant.

All voted aye; motion carried.

6. CONSIDERATION OF FY 2010 CHAPTER 59 ASSET FORFEITURE REPORT BY ATTORNEY REPRESENTING THE STATE:

a. District Attorney's Office

Comm. Beeson, seconded by Comm. Bailey, made a motion to approve the FY 2010 Chapter 59 Asset Forfeiture Report by the District Attorney's Office and to give the County Judge and Paul Hable the authorization to sign.

All voted aye; motion carried.

b. Sheriff's Office

Comm. Bailey, seconded by Comm. Stringer, made a motion to approve the FY 2010 Chapter 59 Asset Forfeiture Report by the Sheriff's Office and to give the County Judge and Sheriff the authorization to sign.

All voted aye; motion carried.

7. CONSIDERATION OF HARDWARE SUPPORT LEVEL 2 MAINTENANCE AGREEMENT WITH NET DATA CORPORATION FOR AS-400-IT DEPARTMENT

Comm. Bailey, seconded by Comm. Stringer, made a motion to approve the Hardware Support Level 2 Maintenance Agreement with NET Data Corporation for AS-400 and to give the County Judge the authorization to sign.

All voted aye; motion carried.

8. CONSIDERATION OF AGREEMENT/STATEMENT OF WORK FOR SERVICES WITH IBM FOR EQUIPMENT REPLACEMENT FOR BACKUP CAPABILITIES-IT DEPARTMENT

Comm. Bailey, seconded by Comm. Stringer, made a motion to approve the Agreement/Statement of Work for Services with IBM for equipment replacement for backup capabilities and to give the County Judge the authorization to sign.

All voted aye; motion carried.

9. CONSIDERATION OF POLICIES FOR THE IT DEPARTMENT:

- a. IT-100 - Guidelines to IT Policies, Procedures and Responsibilities
- b. IT-200 - Help Desk Procedure
- c. IT-300 - Notification Requirements upon Employee Termination
- d. IT-400 - Authorized Use of Electronic Mail, Internet and Other Information Systems
- e. IT-500 - Electronic Mail Guidelines
- f. IT-600 - Computer Access
- g. IT-700 - Password Policy and Procedure
- h. IT-800 - Inventory

Comm. Bailey, seconded by Comm. Stringer, made a motion to approve the Policies for the IT Department with (g) IT-700 - Password Policy and Procedure to be changed to 180 days for password changes countywide unless requested by an Elected Official or Department Head to reduce the timeframe from 180 days for their department.

All voted aye; motion carried.

The Commissioner's Court recessed at 10:00 A.M. and reconvened at 10:14 A.M. to consider the following:

9. CONSIDERATION OF POLICIES FOR THE IT DEPARTMENT:

- a. IT-100 - Guidelines to IT Policies, Procedures and Responsibilities
- b. IT-200 - Help Desk Procedure
- c. IT-300 - Notification Requirements upon Employee Termination
- d. IT-400 - Authorized Use of Electronic Mail, Internet and Other Information Systems
- e. IT-500 - Electronic Mail Guidelines
- f. IT-600 - Computer Access
- g. IT-700 - Password Policy and Procedure
- h. IT-800 - Inventory

Comm. Bailey, seconded by Comm. Stringer, made an amended motion to make all Policies for the IT Department effective immediately except for (g) IT-700- Password Policy and Procedure, which will become effective January 1, 2011.

All voted aye; motion carried.

10. CONSIDERATION OF APPOINTMENT OF DANA H. AMES AS RESERVE
DEPUTY CONSTABLE-CONSTABLE, PRECINCT #4

Comm. Beeson, seconded by Comm. Stringer, made a motion to approve the appointment of Dana H. Ames as Reserve Deputy Constable for Constable, Precinct #4 .

All voted aye; motion carried.

11. CONSIDERATION OF CONTINUATION CERTIFICATE BOND FOR
DEPUTY CONSTABLE PAMELA A. HOLLAND-CONSTABLE, PRECINCT
#2

Comm. Bailey, seconded by Comm. Stringer, made a motion to approve the Continuation Certificate Bond for Deputy Constable Pamela A. Holland, Constable, Precinct #2.

All voted aye; motion carried.

12. CONSIDERATION TO DECLARE ITEMS AS SALVAGE UNDER LOCAL
GOVERNMENT CODE *SECTION 263.152. DISPOSITION(a)*-PURCHASING

Comm. Beeson, seconded by Comm. Bailey, made a motion to declare items as salvage under Local Government Code *Section 263.152. Disposition (a)* as attached with the remaining 100 railroad ties to be added to this list.

All voted aye; motion carried.

13. CONSIDERATION TO DECLARE ITEMS AS SURPLUS UNDER LOCAL
GOVERNMENT CODE *SECTION 263.152.DISPOSITION(a)* AND PLACE THEM
ON RENE BATES AUCTION SITE FOR SALE-PURCHASING

Comm. Stringer, seconded by Comm. Beeson, made a motion to declare items as surplus under Local Government Code *Section 263.152.Disposition(a)* and place them on Rene Bates Auction Site for sale as attached with the exception of the 6 life jackets which will be removed from the list and declared salvage and destroyed appropriately for Purchasing.

All voted aye; motion carried.

X. CONSENT AGENDA

Comm. Stringer, seconded by Comm. Beeson, made a motion to approve all items on the Consent Agenda.

All voted aye; motion carried.

The Commissioner's Court went into Executive Session at 10:25 A.M.

BE IT KNOWN that Commissioner's Court met in Executive Session at 10:25 A.M. in accordance with Government Code *Sec. 551.074*-Personnel Matters-IT Department.

The Commissioner's Court recessed at 11:23 A.M. and reconvened at 1:00 P.M.

The Commissioner's Court reconvened into Open Session at 1:00 P.M. to consider the following:

XII. EXECUTIVE SESSION

1. Government Code:

a. Sec. 551.074-Personnel Matters- IT Department

- (1) Connie Jansky
- (2) Emily Welch
- (3) Sammy Baxter
- (4) Tiffany Smith
- (5) Chris Holt
- (6) John Huffman

Comm. Beeson, seconded by Comm. Stringer, made a motion to approve the following personnel changes within the IT Department: Connie Jansky, A03-001, Assistant IT Director, Grade 16 and \$80.00 monthly cell phone allowance to Help Desk Manager, Grade 15 and \$40.00 monthly cell phone allowance with an annual salary of \$45,342.00; Emily Welch, C04-001, Network Analyst, Grade 14 to Enterprise System Manager, Grade 15 with an annual salary of \$45,342.00; Chris Holt, C04-006, Network Analyst to System Administrator with no change in pay grade or salary; John Huffman, C04-003, Network Analyst to PC Tech, Grade 14; and positions C04-002, C04-004 and C04-005 to change from Network Analyst to PC Tech with C04-005 currently being an open position.

All voted aye; motion carried.

XI. WORKSHOP

The Commissioner's Court convened into Workshop Session at 1:08 P.M. to discuss Mobile Data Terminal MDT/TLETS.

The Commissioner's Court reconvened into Open Session at 2:10 P.M. to consider the following:

VIII. UNFINISHED BUSINESS

5. RECONSIDERATION OF AWARD OF RFP 2010-331-MOBILE DATA TERMINAL MDT/TLETS

Comm. Beeson, seconded by Comm. Bailey, made a motion to table this item.

All voted aye; motion carried.

6. CONSIDERATION OF SERVICES AGREEMENT WITH COPSINC, INCORPORATED

Comm. Beeson, seconded by Comm. Bailey, made a motion to table this item.

All voted aye; motion carried.

XII. EXECUTIVE SESSION

1. Government Code:

a. Sec. 551.074-Personnel Matters- IT Department

- (1) Connie Jansky
- (2) Emily Welch
- (3) Sammy Baxter
- (4) Tiffany Smith
- (5) Chris Holt
- (6) John Huffman

Comm. Beeson, seconded by Comm. Stringer, made an amended motion to authorize the Personnel Department to renumber the previously discussed positions to reflect the new job descriptions and job titles.

All voted aye; motion carried.

There being no further business before the Court concerning this agenda, Commissioner's Court adjourned at 2:14 P.M.

Submitted by: _____
County Clerk
Becky Williams

Approved by: _____
County Judge
Roger Harmon