

**COMMISSIONERS COURT**  
**REGULAR SESSION**  
*March 10, 2003*

The Hunt County Commissioners Court met this day with all Commissioners present and Judge Joe Bobbitt presiding. Minutes of the previous meeting were approved as presented.

NEW BUSINESS:

**8663** On the motion by Phillip Martin, second by Kenneth Thornton, the Court approved the year 2002 education hours completed by Charles Engle – Hunt County Veterans Service Officer under the provisions of Sec. 434.038 (a) of the Texas Government Code. *See Attachment.*

**8664** On the motion by Ralph Green, second by Phillip Martin, the Court approved Proclamation declaring “National Agriculture Week in Texas” as March 16<sup>th</sup> – 22<sup>nd</sup>, 2003. *See Attachment.*

**8665** On the motion by Kenneth Thornton, second by Jim Latham, the Court approved Proclamation observing “Poison Prevention Week” in Hunt County as March 16<sup>th</sup> – 22<sup>nd</sup>, 2003. *See Attachment.*

**8666** On the motion by Phillip Martin, second by Green, the Court accepted high bid on judgment property R 34354, located on Oak Street, Quinlan, TX. for \$4,500.00 from Brenda Silva. *See Attachment.* Deed to be filed in Real Property Records.

**8667** On the motion by Green, second by Martin, the Court accepted high bid on resale property R52585, located on Telegraph Rd. – Nob Hill Addition in Quinlan, TX. for \$1,751.00 from Steven Gould. *See Attachment.* Deed to be filed in Real Property Records.

**8668** On the motion by Green, second by Martin, the Court approved list of expenditures in the amount of \$35,000.00 which will be required to prepare the Exchange Bank Building for occupation by the Hunt County Tax Assessor/Collector, Property Tax Collections, Motor Vehicle Registration and Voters Administration. Funded out of contingency funding. *See Attachment.*

**8669** On the motion by Martin, second by Thornton, the Court approved the purchase of 4 security detectors; (3) for the Courthouse Courtrooms – 196<sup>th</sup> District Court, 354<sup>th</sup>

District Court and County Court at Law and (1) for the Adult Probation Department for when they move to their new location on Stonewall Street. Agreement was made by the Court to allow Courthouse Security Funds to pay for the 3 in the Courthouse; with the General Fund paying for Adult Probation Departments. Estimated cost to be \$5,000 per unit, plus \$300 each for wheel kit to allow for moving unit when not in use with a 2 year warranty/approximate 10 year use.

**8670** On the motion by Green, second by Thornton, the Court approved request of FEC Electric to construct electrical power distribution facilities along CR 2708 in Pct 2 with the usual stipulations.

HEAR AND DISCUSS REPORTS:

— John Gill – Texas State MHMR was present to meet the Commissioners Court. Mr. Gill is our New Interium Director for Hunt County MHMR. He advised the Court he is impressed with the staff, the moral seems to be improving. He estimates approximately 6 months to turn our present situation around with HCMHMR.

**8671** On the motion by Martin, second by Latham, the Court approved accounts payable. Judge Bobbitt abstained from the vote.

**8672** There were no line-item budget transfers.

PERSONNEL AND PAYROLL:

<b>Commissioner Pct 2:</b>	Change Michael Greene – Equipment Operator G5/P50 from \$23,042.00 to \$24,242.00, effective date 3-3-03.
<b>Information Systems:</b>	Add Kami Williams as part time hourly Clerk at \$7.50 per hour, effective date 3-14-03.
<b>Personnel:</b>	Raise Sandra Sue Hass part time Clerk from \$6.50 to \$7.00 per hour, effective date 3-10-03
<b>Sheriff:</b>	Add Jimmy D. Helms as Jailer 1, G4/P46 at \$21,624.00 annually, effective date 2-28-03.  Add Jose Amador as Jailer 1, G4/P46 at \$26,624.00 annually, effective date 3-10-03.

**8673** Approved on the motion by Thornton, second by Martin.

\_\_\_\_\_ The Court recessed at 11:30 A.M. to allow the Court to conduct a walk –  
through of the Exchange Bank Building. Court Adjourned. Minutes approved this 24<sup>th</sup>  
day of March, 2003.

Attest:

Linda Brasher

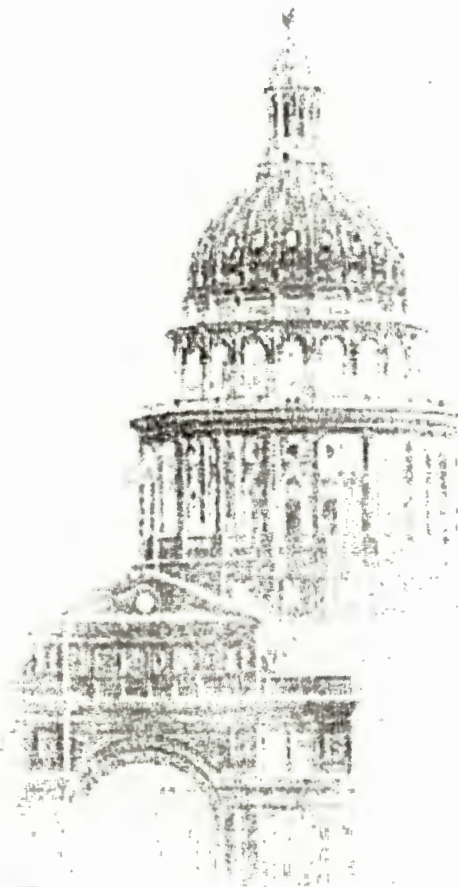
Hunt County Clerk

Jan A. Bullock  
Hunt County Judge



# 8663

FILED FOR RECORD  
at  
MAR 19 2003  
by County Clerk, Tarrant County, Tex.  
LINDA BROOKS



# Certificate of Completion

To All Who Shall See These Presents, Greetings:  
This Certifies That

**Charles Engle**

has satisfactorily completed training provided by the Texas Veterans Commission during Calendar Year 2002, to maintain certification as Veterans County Service Officer under the provisions of Section 434.038(a), Texas Government Code.

Austin, Texas  
January 1, 2003

*Rick Perry*  
GOVERNOR  
State of Texas

*James E. Nier*  
JAMES E. NIER  
Executive Director



JOE A. BOBBITT  
HUNT COUNTY JUDGE  
(903) 408-4146  
(903) 408-4299 Fax

# HUNT COUNTY

POST OFFICE BOX 1097 • GREENVILLE, TEXAS 75403-1097

# 8664

## Proclamation

### National Agriculture Week in Texas-March 16<sup>th</sup>-22nd, 2003

By LINDA BROOKS  
County Clerk, Hunt County, Tex

MAR 10 2003

FILED FOR RECORD  
at / o'clock M

**Whereas**, the week of March 16<sup>th</sup>-22nd, 2003, is National Agriculture Week in Texas, as proclaimed by Texas Agriculture Commissioner Susan Combs, and

**Whereas**, agriculture starts with the growing and harvesting of food and fiber and ends with almost everything we eat, wear, and use, and

**Whereas**, we all must appreciate the role agriculture plays in maintaining a strong economy and in providing a safe, abundant and affordable food and fiber supply now and for years to come, and,

**Whereas**, increased knowledge of agriculture helps us to understand the vital impact that our states second largest industry has on our daily lives, especially as we make informed personal choices about diet and health, and,

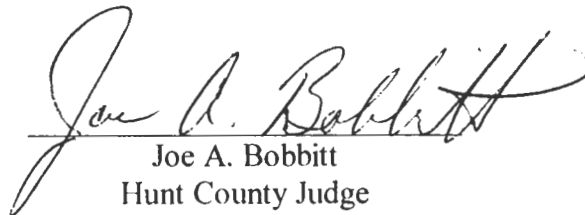
**Whereas**, it is important that everyone is aware of the reliance upon farmers and ranchers whose stewardship ensure a substantial resource base for future generations, and,

**Whereas**, agriculture plays a key role in the lives of everyone in this county. Now, therefore,

**Be it resolved**, that the Commissioners Court of Hunt County declares this National Agriculture Week in Hunt County, and

**Be It Further Resolved**, that the Commissioners Court urges everyone in our area to learn more about the role of agriculture here, share that knowledge with the young people in our area, and recognize the farmers, ranchers and their families who contribute so much to this country, this state, this nation and the world.

**Therefore, In Official recognition Whereof**, we the undersigned do hereby affix our signatures this the 10<sup>th</sup> day of March, 2003.

  
Joe A. Bobbitt  
Hunt County Judge





JOE A. BOBBITT  
HUNT COUNTY JUDGE  
(903) 408-4146  
(903) 408-4299 Fax

## HUNT COUNTY

POST OFFICE BOX 1097 • GREENVILLE, TEXAS 75403-1097

# 8665

### Proclamation of Poison Prevention Week

By LINDA BROOKS  
County Clerk, Hunt County, Tex.

MAR 10 2003

FILED FOR RECORD  
at 9 o'clock P M

Whereas, our society has become increasingly dependant on household chemicals to perform labor-saving, time-saving miracles; and on medicine to provide health-giving, life sustaining benefits, and

Whereas, these products, when not used as intended or directed, may be hazardous, particularly if children gain access to them, and

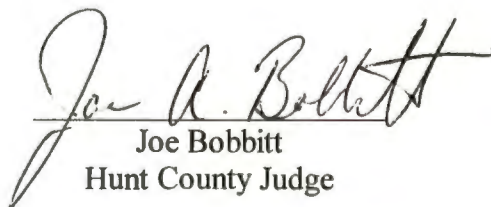
Whereas, over the past 41 years, the nation has been observing Poison Prevention Week to call attention to these hazards and how proper handling and disposal of these substances and proper use of safety packaging can help eliminate them;

Whereas, the efforts of our community organizations, complemented by the efforts of the North Texas Poison Control Center have reduced childhood poisonings in Hunt County,

Whereas, the North Texas Poison Control Center, a regional poison center, located at Parkland Health and Hospital System, providing the ultimate in human service programming, immediate, accessible emergency information to save lives of victims of poison-related emergencies, and,

Whereas, these programs must continue as long as even one child swallows a household product or medicine by mistake,

Now, Therefore, I judge Joe Bobbitt and the Commissioners Court of Hunt County, do hereby proclaim the week of March 16<sup>th</sup> -22<sup>nd</sup>, 2003 as Poison Prevention Week in this County. Further I direct the appropriate agencies in our local government to continue their cooperation with concerned citizens and community organizations, including our schools, to develop programs which will alert our people to the continued danger of misusing medicines and household products and to promote effective safeguards against accidental poisonings among young children.

  
Joe Bobbitt  
Hunt County Judge



# HUNT COUNTY

POST OFFICE BOX 1042 • GREENVILLE, TEXAS 75403-1042

TAX ASSESSOR-COLLECTOR  
**JOYCE J. BARROW**  
 (903) 408-4150  
 FAX (903) 408-4295  
 E-MAIL - hctax@koyote.com

Attn: Shawna Padilla  
 County Judge's Office  
 Hunt County Court House

# 8666

FILED FOR RECORD  
 at \_\_\_\_\_ o'clock \_\_\_\_\_ M  
 MAR 10 2003  
 By County Clerk LINDA BROOKS  
 Hunt County, Tex.

February 27, 2003

Re: Agenda Request

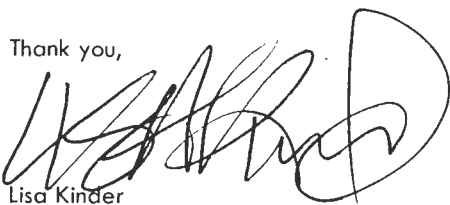
Please place the following on your next Commissioners Court agenda for consideration:

Consider acceptance of high bids on the following **JUDGEMENT BID** properties:

ACC#	PROPERTY ADDRESS	PURCHASER	MIN. BID	BID RCVD
34354	OAK ST.	BRENDA SILVA	\$4,500.00	\$4,500.00

If accepted and approved please return signed and notarized documents to my attention.

Thank you,

  
 Lisa Kinder  
 Special Collections  
 Property Management





# HUNT COUNTY

POST OFFICE BOX 1042 • GREENVILLE, TEXAS 75403-1042

TAX ASSESSOR-COLLECTOR

**JOYCE J. BARROW**

(903) 408-4150

FAX (903) 408-4295

E-MAIL - hctax@koyote.com

# 866 7

Attn: Shawna Padilla  
County Judge's Office  
Hunt County Court House

FILED FOR RECORD  
at \_\_\_\_\_ o'clock \_\_\_\_\_ M  
MAR 10 2003  
By LINDA BROOKS  
County Clerk, Hunt County, Tex

February 21, 2003

Re: Agenda Request

Please place the following on your next Commissioners Court agenda for consideration:

Consider acceptance of high bids on the following **RESALE** properties:

ACC#	PROPERTY ADDRESS	PURCHASER	MIN. BID	BID RCVD
R52585	TELEGRAPH RD.	STEVEN GOULD	\$1,093.62	\$1,751.00

If accepted and approved please return signed and notarized documents to my attention.

Thank you,

Lisa Kinder  
Special Collections  
Property Management



## Exchange Building Quotes

#8668  
FILED FOR RECORD  
at \_\_\_\_\_ o'clock \_\_\_\_\_  
MAR 10 2000

**Greenville Business – (Computer Room) Computer Work Station/Desktop 2ea**  
**455-4300 Charmin**

<b>Griffin Security</b> – Digital recording system w/20 caneras & 5 monitors	<b>\$650 X 60 +(\$2600)</b>
<b>Covy 598-3122</b> Alarm system w/14 panic buttons 2 doors & 2 barriers	<b>\$35 X 60 +(\$2030)</b>
Sub-Station/Digital recording system w/3 cameras & 1 monitor	<b>\$175X60+(\$520)</b>
Drive-Thru Intercom system/Hardwire svs for each booth	\$ _____ (\$ )

2003 [  $\$860 \times 9 \text{mo} = 7740 - 2624 = 5116 + 5150 = \$10,266$  ]  
2004 NOTE: [ Security budget will need to increase to \$11,000 ]

<b>Sam Spears – Phone/Data wiring (80Data/50Phone)</b>	<b>\$8,900.00</b>
Phone System	<b><u>\$15,000</u></b>
	<b>\$23,900.00</b>

**McHenry Locks** – Recalibrate 2ea Combinations, Small Push Button Locks 5ea,  
**454-2651** Large Push Button Locks 2ea, Dead Bolts 3ea  
 Vault Door Repair/Alignment **\$2400**

<b>Roy McGee – Vault Cages (Cost of materials)</b>	<b>\$3500</b>
Drive Thru Poles & Chain	<b>\$350</b>
Inner Drive Thru Counter Refinish	<b>\$250</b>
Ceiling in Vault/Office	<b>\$2000</b>

Counter Iron Work – Security Barrier for Front Counters	Bowers Iron/Phillip -Greenville 455-5787	\$3300
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Additional Computer Equipment –	
8ea CPU's / Basic (no bells) (MVD Stations)	\$8000

Office Equipment/Desk	\$10,726
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<b>Software/TSGCash Drawers</b>	<b>(Need 6 each)</b>	<b>\$3,000</b>
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**GREEN TEXT** - INDICATES ITEMS THAT COULD BE CONSIDERED AS EXPENDITURES THAT WOULD BE THE RESPONSIBILITY OF THE **TAX OFFICE COMPUTER BUDGET** (\$50,000 / JURISDICTIONS) **\$21,900.00**

**RED TEXT - INDICATES COST THAT WHOULD HAVE BEEN EXPENDED IN TRANSFERING TO ANY LOCATION. THIS SHOULD BE CONSIDERED AS TRANSITION COST OR "CONTINGENCY". COST AND SHOULD NOT NECESSARLY BE THE RESPONSIBILITY OF THE TAX OFFICE BUDGET.**

**BLUE TEXT - INDICATES COST THAT WOULD HAVE NOT NECESSARILY BEEN EXPENDED IN TRANSFERING TO ANOTHER LOCATION. ALTHOUGH THESE EXPENDITURES ARE NECESSARY THEY WOULD NOT HAVE BEEN REQUIRED IN ORDER TO CONDUCT BUSINESS AS IT IS CURRENTLY BEING PROVIDED. THESE COST COULD BE CONSIDERED AS EXPENDITURES OUTSIDE OF THE “CONTINGENCY” COST AND COULD FALL UNDER THE TAX OFFICE OPERATING BUDGET.**

## **COST NECESSITY / JUSTIFICATIONS**

**Computer Desk/Greenville Business \$2000** – These are work-stations like the one currently located in the Auditors Office. Needed to accommodate the 3 Main Server Systems that will be housed in the Computer Room. More accessible and productive than a normal secretarial desk.

**Digital Security System/Griffin Security \$10,6266.00** – Currently we use a VHS recording system that only has the ability to record in a 12Hr Loop pattern. This currently provides only the most recent 12 hours of activity. Digital System will allow us to record continuously for 24 hours a day and hold or download/transfer to CD 15 to 30 days of continuous activity of 20 cameras. We will also have the ability to view (live time) the actions taking place at our Sub-Station for monitoring purposes. Example: If we received a call from the Sub-Station about a problem they were having with a customer we could link in on any of our computers (supplied with software) and monitor the situation as it transpired in live time.

Phone & Data Wiring/Sam Spears -

Phone and Data wiring	\$8900
Phone System	\$15000

**Vault Cages \$3500** – Cages are to be constructed out of expanded steel to provide a two secured areas in the vault for money to be locked away from access within the vault area that will also be used for office space during business hours.

**Drive Thru Poles & Chain \$350** – Poles to prevent damage to Island teller house and a chain to indicate lane closure if the Island Drive Thru is closed.

**Inner Drive-Thru Counter Refinish \$250.00** – Refurbish existing counter and facing of inside Drive-Thru window.

**Ceiling in Vault \$2000** – Currently the echo in the vault area is very disturbing and would provide to great a distraction to utilize this area fully as two extra offices. A drop down ceiling will correct this problem.

**Counter Iron Work \$3300** – Bar's will be constructed and mounted to the counter tops to prevent a breach of security not currently provided for.

**Additional Computers/Equipment \$8000** – Necessary to allow Motor Vehicle personnel access to ATC (Property Tax) system to allow them to work both Vehicle Registration and Property Tax as our Sub-Station personnel currently does.

**Office Equipment/Desk \$10,726** – 5ea new desk/workstations and 1 new desk/cubical for front office area.

**Software/Cash Drawers \$3000** – Because our new location will not be providing built-in drawers in the counters to hold the cash tills like we (Tax Office//Property Tax) are currently using with our current counter it is necessary that the girls working property taxes at the front counter (4ea) and the Drive-Thru's (2ea) have cash drawers that are tied in to the system in order to transact Property Tax business.

**JOYCE J. BARROW'S BUDGET LINE ITEMS****(Line items that could be utilized for expenditures indicated by BLUE COST)**

• 017-6288	SECURITY SYSTEM RENTAL	\$2400
• 017-629	MAINTENANCE EQUIPMENT	\$725
• 017-6394	NON CAPITAL EQUIPMENT	\$3800
• 017-6399	OPERATING SUPPLIES	\$5000
• 017-6439	RESALE PROPERTY EXPENSES	\$1000
• 017-6450	COUNTY PORTION VOTER REG.	\$2000
• 017-6451	ADM. EXP. INSUR VERTICATION	\$1000
• 017-6622	RENOVATION FOR TAX OFFICE	<u>\$3000</u>

<b>TOTAL</b>	<b>\$18,925.00</b>
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NOTE: Cost of evaluation of lease by Harold Curtis in the amount of \$1400.00 paid out of Tax Office budget should have been considered "transition cost".

In adding this fee back to the available funds in Tax Office budget the available total would be:

**\$20,325.00**



**EXCHANGE BLDG.**  
**PUNCH LIST**  
*Joyce Barrow Walk Through 3/4/03*

<u>Room #</u>	<u>Comments</u>	<u>Responsible</u>		
		H/W	City	County
129	Cabinet – No shelves, Missing door, One door will not close snugly.	✓		
Drop Safe	Door missing. (Not included in contract)		✓	
Main Lobby	Small floor vents are not secured to floor.		✓	
	----- Floor's need cleaning and buffing.		✓	
Vault/Office	Large holes in (north) wall.		✓	
	----- Overhead light missing.	✓		
123	Missing wall plate. (Needs a "no service" plate to cover existing hole.)		✓	
127	Missing wall plate. (Needs a "no service" plate to cover existing hole.)		✓	
Comp. Rm	Two missing (metal – single electrical) wall plates.		✓	
	----- Repair north wall where A/C service box for A/C Computer was put in wrong area. Left screw holes in wall when it was removed.		✓	
	----- Sprinkler Heads (Need capping off or some method of keeping water out of this room. Work with City, Fire Marshall to find a solution that works for all)		✓	✓
Island DT	Window not installed.	✓		
	----- Floor needs carpet.	✓		

Spoke with Jerry (Harrison, Walker & Harper) on 3/5 and he confirmed that items Checked under H/W listing were being addressed as the building was not completed.

Commissioners and Joyce J. Barrow received copy on 3/5/03.

Joyce Barrow had meeting with Barbara Trego and Doyle Dick on 3/6/03 to discuss items on list that remained unfinished. Barbara and Doyle confirmed that items on list would be taken care of by Harrison, Walker & Harper or by City.