

COMMISSIONERS' COURT DOCKET, JUNE 24, 2002
SPECIAL SESSION

THE STATE OF TEXAS
COUNTY OF MONTGOMERY

Be it remembered that on this the 24th day of June, 2002, the Honorable Commissioners' Court of Montgomery County, Texas, was duly convened in a Special Session in the Commissioners' Courtroom of the Montgomery County Courthouse Annex, Conroe, Texas, with the following Members of the Court present:

County Judge,	Alan "Barb" Sadler
Commissioner,	Precinct 1, Mike Meador
Commissioner,	Precinct 2, Craig Doyal
Commissioner,	Precinct 3, Ed Chance
Commissioner,	Precinct 4, Ed Rinehart
Also -	Alice Drake, County Clerk's Office

INVOCATION GIVEN BY COMMISSIONER, CRAIG DOYAL, PRECINCT #2.
PLEDGE OF ALLEGIANCE WAS RECITED BY EVERYONE PRESENT.

1. COMMISSIONERS' COURT AGENDA APPROVED

Motion by Commissioner Doyal, seconded by Commissioner Meador, to approve Commissioners' Court Agenda for discussion and necessary action. Motion carried.

2. MINUTES APPROVED - COMMISSIONERS' COURT MINUTES - COUNTY CLERK

Motion by Commissioner Doyal, seconded by Commissioner Meador, to approve Commissioners' Court Minutes for June 17, 2002, as presented by the County Clerk. Motion carried.

3. CONSENT AGENDA APPROVED - AGENDA ITEMS 6A THROUGH 6H

Motion by Commissioner Meador, seconded by Commissioner Chance, to approve the following Items listed under Today's Court Agenda:

AUDITOR - AGENDA ITEM 6A

a. ACCOUNTS approved, as submitted by the County Auditor.

COUNTY TREASURER - AGENDA ITEMS 6B - WEEKLY INVESTMENT REPORT FOR JUNE 10 THROUGH JUNE 14, 2002, AND PLEDGES AND/OR RELEASE OF COLLATERAL - DEFERRED.

JUVENILE PROBATION - AGENDA ITEM 6C

a. CONTRACT approved - between Montgomery County Juvenile Probation Department and Madison County to provide detention services for Madison County, as per Contract on file.

PURCHASING DEPARTMENT - AGENDA ITEMS 6D

a. BIDS/PROPOSALS acknowledged, which were opened by the Purchasing Department, as follows:

1. Miscellaneous Maintenance Materials and Supplies - Various Departments - Project #2002-0071 - (bids opened 6-20-02)

b. RENEWAL CONTRACTS approved, as follows:

1. Lab Corp. - (PO#2001-432 and #2001-1432X) - for lab testing courier

- service - Law Enforcement Center/Jail
- 2. Montgomery County Genealogical & Historical Society - (PO#9900525) - for lease of office space - Central Branch Library
- 3. Magnolia Library Friends - (PO#9900526) - for release of office space - Malcolm Purvis Library
- 4. Friends of the Willis Library - (PO#9900480) - for lease of office space - Meador Branch Library
- 5. Friends of the West Branch Library -(PO#9900479) - for lease of office space - West Branch Library
- 6. Friends of the R. B. Tullis Library - (PO#9900478) - for lease of office space - R. B. Tullis Library
- 7. South County Friends of the Library for Office Space - (PO#9900477) - for office space at South County Library
- 8. Montgomery County Genealogical and Historical Society, Inc. - (PO#9900525) - for office space at Central Branch Library
- 9. Library Friends of Conroe - (PO#9900476) - for lease of office space at Central Branch Library

c. ITEMS PURCHASED AS SOLE SOURCE approved, as follows:

- 1. Buckalew Chevrolet, Inc. - for dealer parts - Various Departments - (PO#2002014)
- 2. Gullo Ford Mercury of Conroe - for dealer parts - Various Departments - (PO#2002015)
- 3. Buckalew Chevrolet, Inc. - for dealer parts - Sheriff's Fleet - (PO#2002016)
- 4. Gullo Ford Mercury of Conroe - for dealer parts - Sheriff's Fleet - (PO#2002017)

as per Request on file.

- d. CHANGE ORDER #1 approved, (PO#2002310) - to Platinum Grass Services LLC, for Raleigh St. Augustine grass for Pct. #1, 2 & 4, as per Change Order on file.

COMMISSIONER, PRECINCT #2 - AGENDA ITEMS 6E1

- a. ORDER approved, to authorize the County Judge to sign advanced funding Agreement for Voluntary Transportation Improvement Projects for SH242 beautification project, as per Order on file.
- b. ORDER approved, to authorize the County Judge to sign Administration, Funding and Maintenance Agreement for SH242 beautification project, as per Order on file.

COMMISSIONER, PRECINCT #3 - AGENDA ITEMS 6E2

- a. FINAL PLAT approved, for Metro Center, Section 41, as per Plat on file.

COMMISSIONER, PRECINCT #4 - AGENDA ITEMS 6E3

- a. ROADS accepted, in Harper's Landing at College Park, Section 8, consisting of .29 miles, 1,528.32 l.f., into the one year maintenance period, effective June 2, 2002, as per Request on file.
- b. PUBLIC HEARING DATE set, for July 1, 2002, to consider changing the name of Tree Monkey Road to Met Road. The limits of the name change will be from the existing Met Road - Tree Monkey Road intersection to F.M. 1314. The section of Tree Monkey Road from F.M. 1485 to the intersection of the existing Met Road will remain named Tree Monkey Road, as per Notice on file.
- c. ORDER approved, to acknowledge receipt of a check in the amount of \$20.00, from Solveig Matek, for release of real property, described as 5.190 acres. (Check

forwarded to County Treasurer for deposit in Account #613-7340), as per Order on file.

SHERIFF'S DEPARTMENT - AGENDA ITEM 6F

- a. PAYROLL VARIANCE approved, for the following employees in the Sheriff's Department:
 - 1. Roy Jiminez
 - 2. Robert Creel
 - 3. Ken Henderson

as per Request on file.

TAX ASSESSOR/COLLECTOR - AGENDA ITEM 6G

- a. BOND CANCELLATION approved, for Bond #18303573 - Blairs Supermarket, as per Request on file.

DISTRICT CLERK - AGENDA ITEM 6H

- a. DEPUTATION approved, for Carole Lane, Deputy District Clerk, (formerly Carole Minchew), as per Deputation on file.

Motion carried.

END OF CONSENT AGENDA

FIRE MARSHAL - AGENDA ITEM 7A - DAN WELSH, FIRE MARSHAL, ADDRESSED THE COURT CONCERNING BANNING AERIAL FIREWORKS IN MONTGOMERY COUNTY, PERHAPS IN YEAR 2003.

5. PAYROLL VARIANCES APPROVED - CONSTABLE, PRECINCT #1

Motion by Commissioner Meador, seconded by Commissioner Rinehart, to approve the Payroll Variances as outlined in memo dated June 19, 2002, from Constable, Precinct #1. Motion carried.

6. RECEIPT ACKNOWLEDGED - WORKERS COMPENSATION PREMIUMS - RISK MANAGEMENT

Motion by Commissioner Meador, seconded by Commissioner Doyal, to acknowledge receipt of a check in the amount of \$67,525.00, from Texas Association of Counties, Workers' Compensation Self Insurance fund, for year 2001. Motion carried. (check was not received by County Clerk)

7. REQUEST APPROVED - ADDITIONAL OFFICE SPACE AND BENEFIT SPECIALIST POSITION - RISK MANAGEMENT

Motion by Judge Sadler, seconded by Commissioner Meador, to approve additional office space for the Risk Management Department in the Knox Building. Also, to approve a full-time Benefits Specialist position at a salary range of \$24 to \$28 thousand annually. Motion carried. (fund from contingency)

8. SURETY BONDS APPROVED - VARIOUS EMPLOYEES - RISK MANAGEMENT DEPARTMENT

Motion by Commissioner Meador, seconded by Commissioner Doyal, to approve the following Surety Bonds:

- a. Deborah Colby, Accounting Manager - Tax Assessor/Collector - Bond #14383153 - Renewal
- b. Pamela Elliott, Collections Manager - Tax Assessor/Collector - Bond #14383155 - Renewal
- c. Susan Dodson, Accounting Administrator - Tax Assessor/Collector - Bond #14383154 - Renewal
- d. John Rivas, Compliance Officer - Tax Assessor/Collector - Bond #14382024 - Renewal
- e. Rhonda Deluish, Library Administrative Assistant - Library Department - Bond #15487161 - Renewal
- f. Mark Bosma, Purchasing Agent - Bond #13739992 - Renewal
- g. Christen W. Arnold, Diversion Officer - Drug Court - Bond #15486577 - Renewal
- h. Paul Lothman, Administrative Receptionist, Library Department - Bond #15487163 - Renewal
- i. Richard Wood, Jr., Reserve Deputy Constable, Pct. #1 - Bond #13749843 - Renewal
- j. Jerry L. Matthews, Reserve Deputy Constable, Pct. #1 - Bond #15414539 - Renewal
- k. William Randall Sanson, Deputy Constable, Pct. #1 - Bond #12744636 - Renewal
- l. Tommie A. Morris, Jr., Reserve Deputy Constable, Pct. #3 - Bond #15486563 - Renewal
- m. Kimberly Franklin, Deputy Constable, Pct. #3 - Bond #15414534 - Renewal
- n. Thomas W. Gage, Deputy Constable, Pct. #3 - Bond #15414536 - Renewal
- o. Richard Currie, Deputy Constable, Pct. #3 - Bond #15414535 - Renewal
- p. Louis J. Williams, Sr., Reserve Deputy Constable, Pct. #3 - Bond #15487164 - Renewal
- q. Les Tarrance, Jr., Reserve Deputy Constable, Pct. #3 - Bond #14329348 - Renewal
- r. Jerome A. Jandl, Reserve Deputy Constable, Pct. #3 - Bond #14330017 - Renewal
- s. Gregory J. Lagoy, Deputy Constable, Pct. #4 - Bond #14383159 - Renewal
- t. Ronald Willingham, Deputy Constable, Pct. #4 - Bond #14383156 - Renewal
- u. Carl C. Gamble, Deputy Constable, Pct. #4 - Bond #13750627 Continuation - Renewal
- v. Cindy Cruz, Deputy Reserve Constable, Pct. #4 - Bond #15530145 - Renewal
- w. John K. Wolff, Deputy Constable, Pct. #5 - Bond #14329939 - Renewal
- x. Dallas Westmoreland, Reserve Deputy Constable, Pct. #5 - Bond #14382013 - Renewal
- y. Andrea Kay Hamm, Deputy Constable, Pct. #5 - Bond #15454743 - Renewal

- z. Charles R. Williams, Deputy Constable, Pct. #5 - Bond #68724136 - Renewal
- aa. Bobbie J. Foster, Deputy Constable, Pct. #5 - Bond #68724122 - Renewal
- bb. Michael R. Dietrich, Deputy Constable, Pct. #5 - Bond #15416495 - Renewal

as per Bonds on file. Motion carried.

9. REQUEST APPROVED - TRANSFER OF CERTIFICATION PAY - DISTRICT ATTORNEY

Motion by Commissioner Chance, seconded by Commissioner Doyal, to approve the Certification pay for Christopher Smith, Investigator, be transferred from the Sheriff's Department budget to the District Attorney's budget, in the amount of \$3,000.00, as per Request on file. Motion carried.

10. REQUEST APPROVED - REIMBURSEMENT OF FUNDS - COUNTY ATTORNEY

Motion by Commissioner Meador, seconded by Commissioner Doyal, to approve reimbursement to the County Attorney's Administration Fund Account for hotel reservation and seminar registrations, as per Request on file. Motion carried.

AGENDA ITEMS 12A, 1,3,4, & 6 - RECOMMENDATIONS AND CONTRACTS, DEFERRED.

11. BIDS REJECTED - AUTHORIZATION TO READVERTISE APPROVED - CONSTRUCTION OF LEFT TURN LANES - PRECINCT #2

Motion by Commissioner Doyal, seconded by Commissioner

Meador, to reject the bids/proposals received for the construction of two left turn lanes on Nichols Sawmill Rd. at J. L. Elementary School, and to authorize the Purchasing Department to readvertise. Motion carried. (no paperwork)

12. RECOMMENDATION AND CONTRACT APPROVED - COMMERCIAL A/C FILTERS - VARIOUS DEPARTMENTS

Motion by Commissioner Meador, seconded by Commissioner Doyal, to award the bid, (opened June 12, 2002), for commercial A/C filters to American Eagle Air, Inc., as per Contract on file. Motion carried.

13. CHANGE ORDER #1 & #2 APPROVED - TRAFFIC SIGNALIZATION - PRECINCT #3

Motion by Commissioner Chance, seconded by Commissioner Rinehart, to approve Change Order #1 and #2, (PO#2002270), to Southwest Signal Supply, Inc., for the construction of Traffic Signalization at Tamina Rd. and David Memorial Drive, as per changes noted in file. Motion carried.

14. REQUEST APPROVED - ADDITIONAL PURCHASE FOR HARDWARE/SOFTWARE - SHERIFF'S DEPARTMENT

Motion by Commissioner Meador, seconded by Commissioner Chance, to approve the purchase of additional software and hardware in order to finish the installation of the Law Enforcement software, in the amount of \$102,441.86, as per Request on file. Motion carried. (fund from Sheriff's budget)

15. REQUEST APPROVED - REMOVAL OF LAPTOP FROM LIST - PURCHASING DEPARTMENT

Motion by Commissioner Meador, seconded by Commissioner Chance, to remove Compaq Pentium Laptop Computer, Serial #R838BR556001, purchased in 1998, from the Purchasing Department's Inventory list, as per Request on file. Motion carried.

16. ITEMS DECLARED SURPLUS APPROVED - PURCHASING DEPARTMENT

Motion by Commissioner Doyal, seconded by Commissioner Meador, to approve a list of surplus items which did not make the June 8, 2002, county auction, as per List on file. Motion carried.

17. LIST ACKNOWLEDGED - ITEMS SOLD AT AUCTION - PURCHASING DEPARTMENT

Motion by Commissioner Doyal, seconded by Commissioner Meador, to acknowledge the list of items sold at the June 8, 2002, county auction, as per List on file. Motion carried.

18. CHECKS ACKNOWLEDGED - RENE' BATES AUCTIONEERS, INC. - PURCHASING DEPARTMENT

Motion by Commissioner Chance, seconded by Commissioner Meador, to acknowledge checks received from Rene' Bates Auctioneers, Inc., for items sold at the recent county auction, as follows:

1. Check #6194 - \$165,000.60
2. Check #6203 - \$ 370.33

as per letter on file. Motion carried.

19. SURPLUS ITEMS SOLD - COUNTY AUCTION - PURCHASING DEPARTMENT

Motion by Commissioner Doyal, seconded by Commissioner Meador, to accept a list of items sold at the June 8, 2002, auction that were not stated on the original list, as per List on file. Motion carried.

20. ALLOCATION OF FUNDS APPROVED - AUCTION ITEMS SOLD - PURCHASING DEPARTMENT
- Motion by Commissioner Doyal, seconded by Commissioner Meador, to approve the allocation of funds received from the June 8, 2002, auction, as per list on file. Motion carried.
21. VARIANCE APPROVED - AEROBIC SEPTIC SYSTEM - ENVIRONMENTAL HEALTH
- Motion by Commissioner Rinehart, seconded by Commissioner Doyal, to approve the installation of an aerobic septic system in the flood plain located at 12504 Mustang Drive, Splendora, as per Request on file. Motion carried.
22. VARIANCE APPROVED AEROBIC SEPTIC SYSTEM - ENVIRONMENTAL HEALTH
- Motion by Commissioner Rinehart, seconded by Commissioner Chance, to approve the installation of an aerobic septic system in the flood plain located at 24528 Hwy. 105 East, Cleveland, Texas, as per Request on file. Motion carried.
23. APPOINTMENT APPROVED - ROSEMARY ROE - HOUSING AUTHORITY OF MONTGOMERY COUNTY - PRECINCT #3
- Motion by Commissioner Chance, seconded by Judge Sadler, to approve the Certificate of Appointment of Rosemary Roe to serve on the Housing Authority of Montgomery County, as per Certificate on file. Motion carried.
24. PAYROLL CHANGE REQUESTS APPROVED - HUMAN RESOURCES
- Motion by Judge Sadler, seconded by Commissioner Meador, to approve the following Payroll Change Requests, as follows:
- request of Judge Sadler to place Randi Easterling, Probate Assistant, County Court at Law #4 on a 40 hour per week rather than 20 hours per week, effective July 15, 2002
- request of Judge Sadler to transfer Pamela May, Court Reporter, County Court at Law #4, effective July 15, 2002
- request of Commissioner, Pct. #2 to place Ivan Carl Hansen, Operator I, (replacement for James Little), on payroll, effective June 20, 2002
- request of Constable, Pct. #1 to promote Stephen Closson from Deputy to License/Weight Deputy, (replacement for Wesley Mack), effective July 20, 2002
- request of Constable, Pct. #1 to correct the salary of David W. Davis, Deputy, as noted on Payroll Change, effective June 26, 2002
- request of Constable, Pct. #1 to promote Wesley Mack from License/Weight Deputy to Sergeant Lake Patrol, (replacement for James Scott Moore, effective July 20, 2002
- request of Constable, Pct. #1 to accept the resignation of James Scott Moore, effective July 5, 2002, 78.86 vacation hours due, 57.53 comp hours due and 27.25 holiday hours due
- request of County Clerk to place Patti O'Hagan, Vital Statistics Clerk, (replacement for Linda Catlett), on payroll, effective June 24, 200
- request of County Clerk to place Amy Patane, Chief Recording Clerk, back on payroll, effective June 19, 2002, (returned from family leave of absence)
- request of District Attorney to transfer Christopher Smith from Sheriff Detective to District Attorney Investigator, effective July 8, 2002
- request of District Clerk to promote Janice Campbell, Court, effective June 22, 2002

request of Department of Public Safety to place Carol F. Davis, Administrative Assistant, (replacement for Vera M. Donnelly), on payroll, effective June 24, 2002

request of Elections Administrator to discharge Stacey Pate, Technology Systems Coordinator, effective June 18, 2002, with 105.8785 vacation hours due

request of Library Director to accept the resignation of Adrienne Reinsvold, Shelving Clerk I, effective July 5, 2002

request of Maintenance Director to increase the salary of Robert Cochran, Mechanic II, due to probation period completed, effective July 20, 2002

request of Maintenance Director to increase the salary of Richard Stein, Mechanic II, due to probation period completed, effective July 20, 2002

request of Sheriff's Department to transfer Jimmy Armatys, SIU Sgt., effective June 22, 2002

request of Sheriff's Department to accept the retirement of Weldon Atwood, Detective III, effective July 5, 2002, with 79.6835 vacation hours due and 1.74 comp hours due

request of Sheriff's Department to accept the retirement of David Bell, Town Center Corporal, effective July 31, 2002, with 256.00 vacation hours due, 320 sick leave due, 43.75 comp hours due and 56 holiday hours due

request of Sheriff's Department to transfer Buck Clendennen from Environmental Officer to District III, Patrol Division IV, (replacement for Rosendo Jiminez), effective June 22, 2002

request of Sheriff's Department to promote Robert Creel from DIU Detective III, to DIU Sergeant, effective June 22, 2002

request of Sheriff's Department to transfer Connie Dyess from TC Clerk II, to Secretary II, (replacement for Jo Carol Frost), effective June 22, 2002

request of Sheriff's Department to transfer Aniel Fecik from District 4 Patrol Deputy IV, to Detention Deputy IV, (replacement for Robert Killbuck), effective May 11, 2002

request of Sheriff's Department to promote Kenneth Henderson from District I Corporal to E/NC Sergeant, (replacement for Jimmy Armatys), effective June 22, 2002

request of Sheriff's Department to transfer Rosendo Jimenez from District III, Patrol Deputy IV, to Town Center Deputy IV, (replacement for Jason Moore), effective June 22, 2002

request of Sheriff's Department to transfer Daniel Rodriguez from Detention Deputy IV to District Deputy IV, (replacement for Timothy Montgomery), effective June 22, 2002

request of Sheriff's Department to transfer Michael Wright from Detention Deputy III to District II, Patrol Deputy III, (replacement for Jack Alan Hunter), effective June 15, 2002

request of Director of Convention Center to place Kenneth Lance, Facility Worker, (replacement for Kelly Steen), on payroll, effective June 24, 2002

request of Custodial Services to place Candie Bussey, Floor Custodian, (replacement for Josh Warren), on payroll, effective June 24, 2002

request of District Attorney to place Adam Tabak, Assistant District Attorney, on payroll, effective July 8, 2002

request of Environmental Health to place Julianna Edwards, Sanitarian in Training, on family leave of absence, effective June 28, 2002

request of Juvenile Detention Director to accept the resignation of Sonia Henderson,

