

**NOTICE OF MEETING (•) OF THE
COMMISSIONERS COURT OF JACK COUNTY, TEXAS**

• Assistive Listening Devices Available on Request for Use During Court Session

Notice is hereby given that a Meeting of the above named Commissioners Court will be held on **THURSDAY the 5th day of September, 2013 at 9:00 o'clock a.m.**, in the County Courthouse, Jacksboro, Texas, at which time the following subjects* will be discussed and appropriate action taken, to-wit:

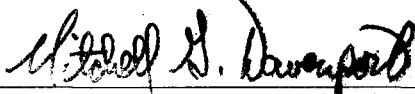
These subjects may or may not be discussed in the order shown. All items listed below as part of the called "Consent Agenda Items" require no deliberation by the Court. Each Court member has the prerogative of removing an item from this agenda so that it may be considered separately.

1. PUBLIC FORUM (Limited to 5 minutes per person);
2. PAYMENT OF CLAIMS;
3. CONSENT AGENDA ITEMS:
 - (a) Approval of Road Crossing by Worsham-Steed Gas Storage, LP on Story Rd. in Precinct 2;
4. TIMED AGENDA:
 - (a) **9:00 A.M.** – Public hearing to consider a plan for the District Clerk's and County Clerk's Technology Fund, to fund, under Government Code Chapter 5.1, Subchapter D, for the preservation and restoration of the District Clerk's and County Clerk's records';
5. Action, if any, on item 4 above;
6. Budget Workshop FY14;
7. FUTURE AGENDA ITEMS; AND;
8. ADJOURNMENT.

FILED FOR RECORD
_____ O'CLOCK _____ M.
AUG 27 2013
JANICE ROBINSON, County Clerk
JACK COUNTY, TEXAS
BY _____ DEPUTY

Dated this the 27th day of August, 2013

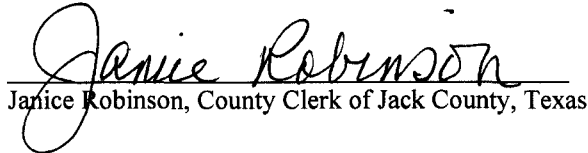
Commissioners Court of Jack County, Texas



Mitchell G. Davenport, Judge of Commissioners Court

I, the undersigned County Clerk, do hereby certify that the above Notice of Meeting of the above named Commissioners Court, is a true and correct copy of said Notice, and that I posted a true and correct copy of said Notice on the bulletin board at the Courthouse door of Jack County, Texas, at a place readily accessible to the general public at all times on the 27th day of August, 2013, and said Notice remained so posted continuously for at least 72 hours preceding the scheduled time of said meeting.

Dated this the 27th day of August, 2013, at 4:35 o'clock P.M.



Janice Robinson, County Clerk of Jack County, Texas

By: _____
Deputy Clerk



SEP 09 2013

MINUTES

JANICE ROBINSON, County Clerk

On this the 5th day of September, 2013 the Commissioners Court of Jack County, Texas met at 9:12 a.m. with the following elected officials present:

BY _____ DEPUTY

Fearl F. Smith, Commissioner Pct. 1
 James L Brock, Commissioner Pct. 2
 James L. Cozart, Commissioner Pct. 3
 Terry Ward, Commissioner Pct. 4
 Mitchell G. Davenport, County Judge

PUBLIC FORUM

No members of the public were present.

PAYMENT OF ACCOUNTS AND CLAIMS

All accounts and claims were submitted to the Court for approval. Those submitted were approved and entered into the computer of the County Treasurer. Commissioner Cozart made a motion to pay all bills. Judge Davenport seconded and the motion carried unanimously.

CONSENT AGENDA ITEMS

- (a) Approval of Road Crossing by Worsham-Steed Gas Storage, LP on Story Road in Precinct 2;

Judge Davenport made a motion to approve the Consent Agenda items. Commissioner Brock seconded and the motion carried unanimously.

TIMED AGENDA – PUBLIC HEARING

- (a) 9:00 A.M. –Public hearing to consider a plan for the District Clerk's and County Clerk's Technology Fund, to fund, under Government Code Chapter 51, Subchapter D, for the preservation and restoration of the District Clerk's and County Clerk's records;

District Clerk Tracie Pippin and County Clerk Janice Robinson were present to discuss these funds. Each year during budget workshop these funds must be reviewed in order to add and/or increase these fees and continue to collect by acquiring approval from the Commissioners Court. The County Clerk's office has not been collecting the \$5.00 Archive Fee that was approved by the Texas Legislature several years ago. Janice Robinson is requesting permission to start collecting this fee on October 1, 2013 which will give time to notify customers of the increase and then on January 1, 2014 both clerks will increase these fees to \$10.00 each. The County Clerk is requesting approval to use funds from the Records Management Fund (RMF) to pay part of a deputy salary.

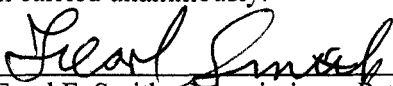
Commissioner Cozart made a motion to approve these plans. Commissioner Brock seconded and the motion carried unanimously.

BUDGET WORKSHOP FY14

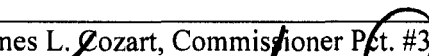
The Commissioners Court continues to work on the Budget for FY14.

ADJOURN

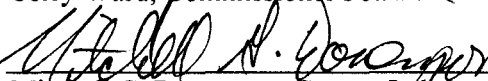
There being no further business motion was made by Commissioner Cozart to adjourn and seconded by Commissioner Brock. The motion carried unanimously.


 Fearl F. Smith, Commissioner Pct. #1

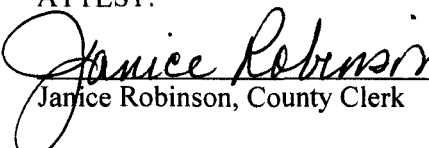

 James Brock, Commissioner Pct. #2


 James L. Cozart, Commissioner Pct. #3


 Terry Ward, Commissioner Pct. #4


 Mitchell G. Davenport, County Judge

ATTEST:


 Janice Robinson, County Clerk



SEP 05 2013

JANICE ROBINSON, County Clerk
JACK COUNTY, TEXAS

BY _____ DEPUTY

APPLICATION FOR PERMIT TO CROSS COUNTY ROAD
TO CONSTRUCT PIPELINE OR UTILITYTHE STATE OF TEXAS
COUNTY OF JACK

NOW COMES - Worsham - Steed Gas Storage, L.P., hereinafter called Company, and respectfully makes this application to the Commissioners Court of Jack County, Texas, to grant unto the Company a permit for authorization to lay a pipeline or place a utility across and under the public roads of the County of Jack, State of Texas, conditioned as follows:

1. That said Company, in consideration for the grant by said County, does hereby agree that said pipeline/utility of the following description, crossing a county road in Precinct - 2, Jack County, Texas, at a point hereinafter indicated, will be constructed in such a manner that the construction of same will not interfere with public travel, and that no construction will begin until the Commissioner of said precinct, his agents, or employee approves said location by an on-site inspection.

DESCRIPTION AND LOCATION (Map must be attached):

Pipeline Crossing Story Rd. in Pct. #2, Jack Co., Tx

2. The Company assures the County that it has obtained authorization, if any is required, from any landowners adjoining the crossing to cross whatever portion of their land, if any, lies beneath the roadway.
3. Such pipeline/utility shall be encased, so buried, covered, constructed and maintained as not to interfere with the use and occupancy of such roads by the public or the County. That a pipeline shall be buried to the depth of at least three (3) feet below the surface of the borrow ditch, that the pipeline/utility shall be situated no closer than three (3) feet from the edge of the roadway, and that the road will be restored at the time of construction to its original condition.
4. In the event it becomes necessary to build a Farm-to-Market Road or other road across such roads, it will become the duty of said the Company to adjust its pipeline with such construction without compensation from the County.
5. If said crossing is accomplished by crossing the traveled portion of said road, then the Company agrees it shall, that at its expense, bore under the road as its means of crossing and not cut or trench said road for a crossing. Said boring shall be at a depth of at least three (3) feet below the depth of the borrow ditch.
6. The Company shall fill and level ditches using appropriate fill material or gravel so as to return the road and/or borrow ditch in same condition as before construction so far as possible. Company shall remove any large rocks unearthed at construction at its expense.
7. The Company shall pay, at the time of application, the sum of \$500.00 for each crossing unto the Treasurer of Jack County, Texas. In the event that the permit is not granted, the application fee will be returned.

8. Said access herein granted may be assigned by the Company without further grant or procedure but grantee shall be bound by the same conditions.

9. In the event that the Company abandons its line, the Company shall remove its line from the roadway and this grant is vacated.

10. The Company is responsible to present this application to the Commissioner of the Precinct involved and obtain his signature evidencing the fact that he has seen the application and discussed the location with the Company. The Company shall then present the Application with the appropriate check to the County Judge's Office to then make arrangements for placing the matter on the Commissioners Court Agenda for approval.

11. The Company shall call the County Commissioner 48 hours prior to starting the actual work.

DATED THIS 22 day of August, 2013.

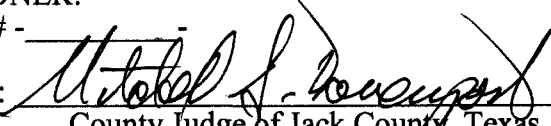
Recommended by:

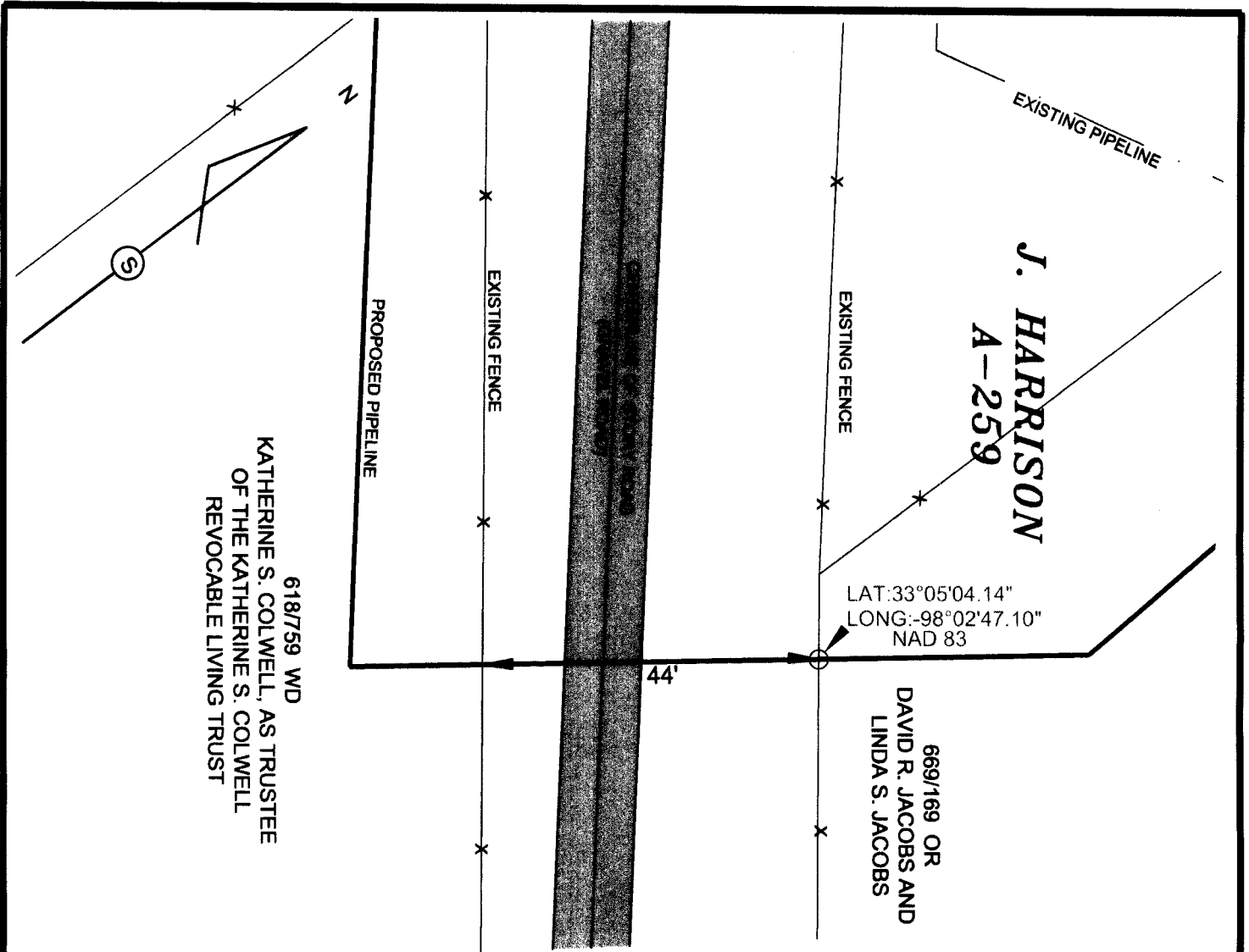
APPLICANT: Worsham-Steed Gas Storage, L.P.

Phone No. 903-360-2596 -

COMMISSIONER:
PRECINCT # - _____

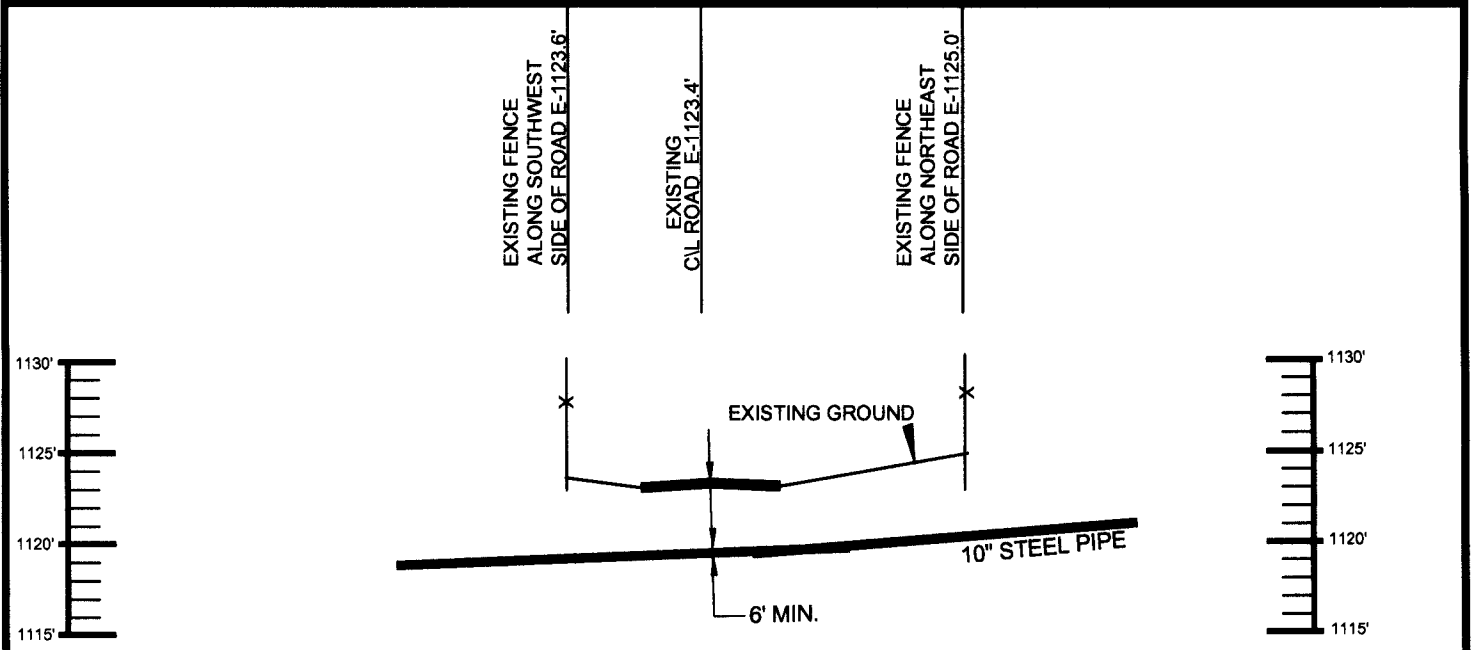
By: Bryan Irwin -

APPROVED:  -
County Judge of Jack County, Texas



PLAN

SCALE: 1" = 20'



Eric Brennan
ERIC BRENNAN, TEXAS
REGISTERED PROFESSIONAL
LAND SURVEYOR
NUMBER 5560

PROFILE

SCALE: HOR. = 1" = 20'
 VERT. = 1" = 10'

07/30/2013
 J-201L_STORYRD

PLAN & PROFILE
 SHOWING

PROPOSED WORSHAM-STEED GAS STORAGE, L.P. PIPELINE
CROSSING STONY ROAD 1141 FEET NORTHWEST
OF ITS INTERSECTION WITH SHAWVER ROAD
JACK COUNTY, TEXAS

W BRUMMETT

JACOBS DAVID M & LINDA S
212.18 Ac.
869/198

2115
CANNON BOB
9.28 Ac.
8/8

J HARRIS

259

5988
ALEXANDER DOYLE
48.88 Ac.
8/8

10841
ALEXANDER DOYLE
117.18 Ac.
8/8

9165
MERLINE S REY LYNG
2.58 Ac.
818/759

8716
LEE DAN JO
64.88 Ac.
852/179

8888
PRIETT DONNE GALE
11.31 Ac.
881/787

8878
PRIETT ROGER PE
12.38 Ac.
881/742

8888
PRIETT DONNE GALE
2.58 Ac.
8/8

51428
LEE JOE H
78.88 Ac.
8/8

STORY RD
SHAWVER RD

5479
LEE JOE H
28.88 Ac.
8/8

54191
LEE TRACY LYNN
68.88 Ac.
857/187

8888
LYONS BURKE E

8888
LYONS BURKE E

6312
LYONS BURKE E
48.18 Ac.
889/144

54198
LEE MICHAEL DAVID
68.88 Ac.
857/198

50888
LYONS BURKE E
8.58 Ac.
889/144

D/EILEEN

7484
MOORE TERRY SCOTT
99.95 Ac.
8/581

HAWTHORNE RD

5984
LEE KENNETH GLEN
68.88 Ac.
857/193

4749
JOHNSON JOHNNY F & SALLY
188.88 Ac.
783/347

COUNTY CLERK – JACK COUNTY, TEXAS
PRESERVATION AND RESTORATION RECORDS PLAN
FY 2014

SEP 05 2013

NANICE ROBINSON, County Clerk
JACK COUNTY, TEXAS
BY _____ DEPUTY**EXECUTIVE SUMMARY**

The purpose of this document is to define the restoration and preservation, digital capture, storage, retention and management of archived records belonging to the County Clerk's Office. Records maintained in the County Clerk's office have been identified to fall under the category of "Preservation and Restoration Plan" that will provide reproduction and archiving of such records and assist in maximizing storage space and making records readily available for optimum viewing. It is the intent of the County Clerk to follow guidelines set by the Texas State Library and Archives Commissioner for preservation of such records.

GOAL

The goal is to reproduce and archive all documents, regardless of type, as efficiently as possible. The County Clerk's Office is also looking at restoring records, suspending or reducing deterioration of public records, improving the public access to these documents in a manner that reduces the risk of deterioration, and possible reducing or eliminating paper documents.

SCOPE

The scope of this document includes the following

- *All County Clerk records filed at the Jack County Courthouse
- *Plans to restore and preserve records with significant historical value
- *Future plans are to improve public and governmental access and provide an archive for records that have or will be imaged.

This document addresses the restoration and preservation needs of the County Clerk Records Archive. No other departments are addressed.

SECTION ONE: RECORDS CURRENTLY IN REPOSITORY**INVENTORY**

Currently the County Clerk's office has many docket books and files that are related to civil and criminal actions which have occurred throughout the years. Vital statistic files dating back many years include birth, death, and marriage records.

SECTION TWO: RESTORATION AND PRESERVATION**PERMANENT RECORDS**

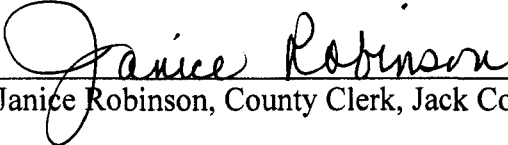
After reducing and/or reproducing these records, the County Clerk plans to utilize the space for the growing number of cases occurring daily. The reproduction will allow better access to the records and will alleviate over crowding of storage rooms and archive facilities by assisting in eliminating items that are not required to be maintained permanently. Historical Records will be imaged and made available on-line when applicable.

SECTION THREE: FUTURE PLANS

Records are currently imaged by case file and stored off-site by our software provider. This assists in archiving the imaged records and provides the capability of viewing them on-line 24/7 for approved users. At this time we have over 65,000 images of records dating back to 1999. With our software through i-Docket we have an ongoing service that makes available case files and images for judges, court staff and the public.

PUBLIC AND GOVERNMENTAL ACCESS

It is the intent of the County Clerk's Office to make older public records more accessible on the computer and by index, at a future date. This will allow additional access to County Clerk records, and provide an archive method to back-up our imaging system,



Janice Robinson, County Clerk, Jack County, Texas



SEP 05 2013

JANICE ROBINSON, County Clerk
 JACK COUNTY, TEXAS
 BY _____ DEPUTY

DISTRICT CLERK
RECORDS MANAGEMENT FEES

CIVIL

FEE TITLE	AMOUNT	VARIABLE	SET BY	PAY TO
County Records Management & Preservation Fund	\$5.00	\$5 to County RMPF	Statute GC 51.317(c)(1)	Treasurer for deposit in proper RMPF (dedicated)
District Clerk Records Management & Preservation Fund	\$5.00	\$5.00 to Clerk RMPF	Statute GC 51.317 (c)(2)	Separate Clerk account-used only upon approval by Comm. Court
Court Records Preservation Fee	Not to exceed \$10.00	Dedicated account	Statute GC 51.708, fee set by Comm. Court	Treasurer for deposit in "Court Records Preservation" account
District Court Records Technology Fund	Not to exceed \$10.00	If Comm. Court approves fee based on plan submitted by Dist. Clerk	Statute GC 51.305	Treasurer dedicated to "District Court Records Technology Fund"

CRIMINAL

FEE TITLE	AMOUNT	VARIABLE	SET BY	PAY TO
Records Management & Preservation Fund	\$22.50	\$22.50 to County RMPF	Statute CCP 102.005(f)(1),	Treasurer for dedicated fund
Records Management & Preservation Fund	\$2.50	\$2.50 to <u>Clerk</u> RMPF	Statute CCP 102.005 (f)(2)	Separate Clerk account-used only upon approval by Comm. Court
County & District Court Technology Fund	\$4.00	Dedicated Account	Statute 102.0169 CCP	Treasurer to deposit into "County and District Court Technology Fund"