

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 **Monday the 18th day of December, 2017 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 Minutes of Meetings for December 11, 2017;
- (b) Review and Acceptance of Treasurer's and Auditor's Monthly Reports for period ending November 30, 2017;
- (c) Reception of Certificates of Training Hours for Elected/Appointed County Official/Officer: Henry Birdwell, County Commissioner Precinct #3;
- (d) Appointment of Linda Y. Wade to the Jack County Child Welfare Board for a three year term;

4. TIMED AGENDA ITEMS: None

5. Discussion of Commissioner Precinct Operations;

6. Update on Courthouse Repair Project 2017 details, if any;

7. Update on LEC Roof Repair Project;

8. Update on status of County activities, if any, under the CTIF Grant, FEMA 2015 Flood Grant;

9. Review of bids for rock for road materials and action on same;

10. Review of Proposals received for Architectural Services on courthouse exterior and plumbing repairs;

11. Negotiation of fees for architectural services, if any, regarding courthouse exterior and plumbing repairs and authorizing execution of contract for services by the County Judge;

12. Public hearing on 2018 county wide voting **AND** seeking a permanent change in Jack County voting plan consistent with the temporary changes in the voting plan for the November 8, 2017 election;

13. Approval of joint primary election services contract between the County and the Jack County Democratic Party and the Jack County Republican Party;

14. Reports, if any, by other Department Heads;

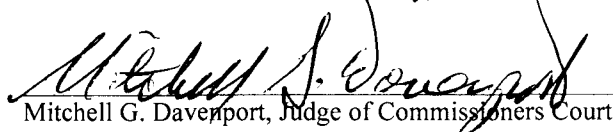
15. Annual report from Jack County Child Welfare Board;

16. FUTURE AGENDA ITEMS; AND;

17. ADJOURNMENT.

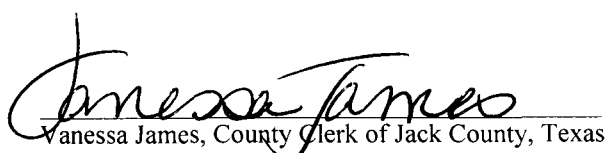
Dated this the 14th day of December, 2017

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 14th day of December, 2017, and said Notice remained so posted continuously for at least 72 hours preceding the scheduled time of said meeting.

Dated this the 14th day of December, 2017, at 3:39 pm.


Vanessa James, County Clerk of Jack County, Texas



FILED FOR RECORD

_____ O'CLOCK _____ M

DEC 14 2017

VANESSA JAMES, County Clerk
JACK COUNTY, TEXAS

_____ DEPUTY

MINUTES

On this the 18th day of December, 2017 the Commissioners Court of Jack County, Texas met in Regular session at 9:05 a.m. with the following elected officials present:

John Berry, Commissioner Pct. 1
James L Brock, Commissioner Pct. 2
Henry Birdwell, Jr., Commissioner Pct. 3
Terry Ward, Commissioner Pct. 4
Mitchell G. Davenport, County Judge

FILED FOR RECORD

_____ O'CLOCK _____ M

DEC 27 2017

PUBLIC FORUM

VANESSA JAMES, County Clerk
JACK COUNTY, TEXAS

No members of the public addressed the Court.

BY _____ DEPUTY

PAYMENT OF ACCOUNTS AND CLAIMS

All accounts and claims were submitted to the Court for approval.

Commissioner Birdwell made a motion to pay all claims submitted. Commissioner Ward seconded and the motion passed unanimously.

CONSENT AGENDA ITEMS

- (a) Approval of Minutes of Meetings for December 11, 2017;
- (b) Review and Acceptance of Treasurer's and Auditor's Monthly Reports for period ending November 30, 2017;
- (c) Reception of Certificates of Training hours for Elected/Appointed County Official/Officer: Henry Birdwell, County Commissioner Precinct #3;
- (d) Appointment of Linda Y. Wade to the Jack County Child Welfare Board for a three year term;

Motion was made by Judge Davenport to adopt consent agenda. Motion was seconded by Commissioner Birdwell and passed unanimously.

TIMED AGENDA

None.

COMMISSIONER PRECINCT OPERATIONS

Commissioners discussed the speed and signage on the dirt roads. Judge Davenport also reported that he is going to order more burn ban flags.

UPDATE ON COURTHOUSE REPAIR PROJECT 2017

Nothing new to report.

LEC ROOF REPAIR PROJECT

Judge Davenport received an email from Burnett Hunt and he still working on getting the insurance to pay an amount closer to the amount it will actually cost to repair the roof..

CTIF GRANT AND FEMA FLOOD GRANT

Nothing new to report.

REVIEW OF BIDS FOR ROCK FOR ROAD MATERIALS AND ACTION ON SAME

One bid was received in a timely manner from Zack Burkett.

Commissioner Birdwell made a motion to accept the bid as proposed. Commissioner Brock seconded and the motion passed unanimously.

REVIEW OF PROPOSALS RECEIVED FOR ARCHITECTURAL SERVICES ON COURTHOUSE EXTERIOR AND PLUMBING REPAIRS

There were ten proposals received in a timely manner but one did not have all the bid specs included. Lisa Perry handed out proposals from architects for the Commissioners to review.

Commissioner Berry made a motion to push back action until the January 8, 2018 meeting. Judge Davenport seconded and the motion passed unanimously.

NEGOTIATION OF FEES FOR ARCHITECTURAL SERVICES, IF ANY, REGARDING COURTHOUSE EXTERIOR AND PLUMBING REPAIRS AND AUTHORIZING EXECUTION OF CONTRACT FOR SERVICES BY THE COUNTY JUDGE

No action taken.

PUBLIC HEARING ON 2018 COUNTY WIDE VOTING AND SEEKING A PERMANENT CHANGE IN JACK COUNTY VOTING PLAN CONSISTENT WITH THE TEMPORARY CHANGES IN THE VOTING PLAN FOR THE NOVEMBER 8, 2017 ELECTION

Public hearing began at 10:05 a.m. with City Manager Mike Smith telling Commissioners that he received no negative feedback and recommends we continue using the County-wide plan.

Previous Republican chair, Sharon Van Baale said she hopes more people will get out and vote now knowing they can go to any voting location. She really likes this plan for voters. The only concern was if the voting machines could be hacked. County Clerk Vanessa James clarified that the actual voting machines are never connected to the internet therefore they cannot be compromised.

Judy McRoberts has been a pollworker for 25 years and reports that she likes the County-wide voting plan and received nothing but positive feedback from voters. She recommends keeping this plan.

Commissioner Ward made a motion to make County Wide voting permanent in Jack County. Commissioner Berry seconded and the motion carried unanimously.

APPROVAL OF JOINT PRIMARY ELECTION SERVICES CONTRACT BETWEEN THE COUNTY AND THE JACK COUNTY DEMOCRATIC PARTY AND THE JACK COUNTY REPUBLICAN PARTY

Judge Davenport made a motion to approve the joint election services contract between the County and the Jack County Democratic Party and the Jack County Republican Party. Commissioner Berry seconded and the motion passed unanimously.

DEPARTMENT HEADS

Judge Davenport updated the Commissioners on the interlocal agreements regarding housing inmates in the Jack County jail.

Kim Gibby proposed setting a policy in place for ACH electronic payment transactions. She would like to get this started for some of the bills that have been pre-approved making a one-time electronic payment when necessary. This will be place on a future agenda.

Judge Davenport has set up a meeting in January with area Judges and AT & T regarding connectivity back up.

ANNUAL REPORT FROM JACK COUNTY CHILD WELFARE BOARD

Jack County Child Welfare Board annual report was submitted to Commissioners for review by Board member Debra Tillery.

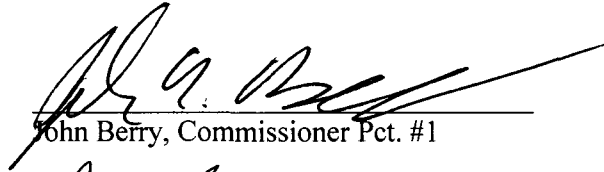
FUTURE AGENDA ITEMS

None.

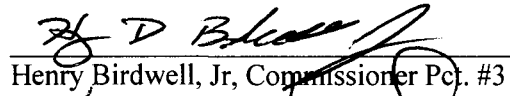
ADJOURNMENT

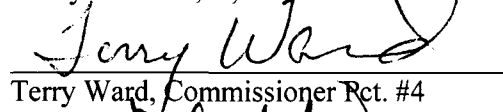
There being no further business motion was made by Commissioner Brock to adjourn.
Commissioner Birdwell seconded the motion to adjourn and the motion passed unanimously.

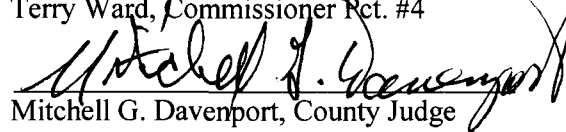
Meeting was adjourned at 11:33 a.m.


John Berry, Commissioner Pct. #1


James Brock, Commissioner Pct. #2


Henry Birdwell, Jr, Commissioner Pct. #3


Terry Ward, Commissioner Pct. #4

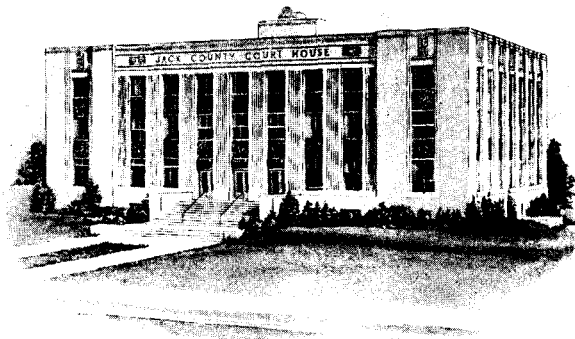

Mitchell G. Davenport, County Judge

ATTEST:


Vanessa James, County Clerk



JACK COUNTY



KIM GIBBY

County Treasurer

100 N. Main St., Ste. 201

Jacksboro, Texas 76458

JACKSBORO, TEXAS

AUDITOR & TREASURER'S CERTIFICATE

I hereby certify that the following constitutes the Jack County Treasurer's Report for the monthly period ending on Nov. 30, 2017.

This report was prepared for the purposes of comparing and reconciling the actual balances of the County's cash accounts and investments, if any, to its general ledger for the period stated.

Respectfully submitted,

- Kim Gibby -

Kim Gibby, Jack County Treasurer

Agreed:

- Lisa Perry -

Lisa Perry, Jack County Auditor

ORDER APPROVING TREASURER'S REPORT

After comparing and examining the Treasurer's Report for the monthly period ending Nov. 30, 2017, and determining that the report is correct, the Court finds that the report should be approved. It is therefore ORDERED that the report is approved.

It is FURTHER ORDERED that the amounts received and paid from each fund, and the cash balance remaining in the Treasurer's custody are as indicated in the report itself.

ORDERED this 18th day of December, 2017.

- John R. Berry -

John R. Berry,
Commissioner, Pct. 1, Jack County

- James Brock -

James Brock,
Commissioner, Pct. 2, Jack County

- Henry D. Birdwell, Jr. -

Henry D. Birdwell, Jr.,
Commissioner, Pct. 3, Jack County

- Terry Ward -

Terry Ward,
Commissioner, Pct. 4, Jack County

- Mitchell G. Davenport -

Mitchell G. Davenport,
County Judge of Jack County, Texas

ATTEST:
- Vanessa James -

Vanessa James, County Clerk of Jack County, Texas



FILED FOR RECORD

_____ O'CLOCK _____ M

DEC 18 2017

VANESSA JAMES, County Clerk
JACK COUNTY, TEXAS

BY _____ DEPUTY

TREASURER'S REPORT NOVEMBER 2017

UNCLAIMED PROPERTY ACCOUNT

Date	Description		Balance
11/1/17	BEGINNING BALANCE	\$ 6,939.56	
	Credits	\$ -	
	Debits	\$ -	
	ENDING BALANCE	11/30/2017	\$ 6,939.56

EXTRADITION ACCOUNT

Date	Description		Balance
11/1/17	BEGINNING BALANCE	\$ 2,339.65	
	Credits	\$ -	
	Debits	\$ -	
	ENDING BALANCE	11/30/2017	\$ 2,339.65

JP FEE ACCOUNT

Date	Description		Balance
11/1/17	BEGINNING BALANCE	\$ 9,495.29	
ck#5402	October credit card payments transferred to GF	\$ (8,014.38)	
	Deposits (Bank Card)	\$ 6,609.64	
	Deposit (Interest)	\$ 6.61	
	ENDING BALANCE	11/30/17	\$ 8,097.16

00078 ACCOUNT

Date	Description		Balance
11/30/17	BALANCE SHOWN ON STATEMENT	\$ 5,553,744.48	
	Outstanding Checks	\$ 70,972.39	
	ENDING BALANCE	11/30/17	\$ 5,482,772.09

RECAP OF MONEY OCTOBER 2017

	Fund	Balance	Transfer	Receipts	Accts Payable	Payroll	Transfer	Balance
	Designation	11/01/17	Out				In	11/30/17

10	Precinct #1	\$ 222,285.79	\$ -		\$ 17,861.81	\$ 7,342.31	\$ 28,675.00	\$ 225,756.67
20	Precinct #2	\$ 288,743.08	\$ -		\$ 16,470.86	\$ 7,095.86	\$ 28,675.00	\$ 293,851.36
30	Precinct #3	\$ 332,263.22	\$ -		\$ 10,923.52	\$ 8,338.43	\$ 28,675.00	\$ 341,676.27
40	Precinct #4	\$ 341,676.78	\$ -		\$ 16,373.47	\$ 7,513.74	\$ 30,449.15	\$ 348,238.72
50	Road & Bridge	\$ 23,891.40	\$ 114,700.00	\$ 296,667.60			\$ -	\$ 205,859.00
51	R&B Heavy Equipment	\$ (213,848.57)	\$ -	\$ 64,855.82			\$ -	\$ (148,992.75)
52	CTIF Fund	\$ 21,745.37	\$ 1,774.15	\$ 6,721.81	\$ 2,670.08		\$ -	\$ 24,022.95
53	FEMA Fund	\$ -					\$ -	\$ -
60	Lateral Road	\$ 170,244.05	\$ -				\$ -	\$ 170,244.05
70	Law Library	\$ 37,120.85	\$ -	\$ 385.00	\$ 270.00		\$ -	\$ 37,235.85
71	Appellate Judicial System	\$ 85.00	\$ -	\$ 55.00	\$ 140.00		\$ -	\$ -
72	County Court RTA	\$ 93,010.95	\$ -	\$ 2,240.00			\$ -	\$ 95,250.95
73	District Court RTA	\$ 5,649.37	\$ -	\$ 110.00			\$ -	\$ 5,759.37
78	County Clerk RM&P	\$ 127,033.09	\$ -	\$ 2,302.34		\$ 1,186.27	\$ -	\$ 128,149.16
79	District Clerk RM&P	\$ 9,855.63	\$ -	\$ 56.48			\$ -	\$ 9,912.11
80	Records Preservation	\$ 13,131.67	\$ -	\$ 110.00			\$ -	\$ 13,241.67
81	Work Program	\$ 45.17	\$ -				\$ -	\$ 45.17
82	Guardianship Fund	\$ 5,300.00	\$ -	\$ 40.00			\$ -	\$ 5,340.00
83	Emergency Mgmt	\$ (76,411.63)	\$ -				\$ -	\$ (76,411.63)
84	CH Renovation	\$ 355,204.85	\$ -				\$ -	\$ 355,204.85
85	CH Renovation I&S fund bal	\$ 69,696.79	\$ -				\$ -	\$ 69,696.79
90	General Fund	\$ 1,779,216.85	\$ -	\$ 1,198,260.02	\$ 144,987.19	\$ 132,066.82	\$ 2,616.63	\$ 2,703,039.49
91	Judge's State Supplement	\$ 3,378.12	\$ -				\$ -	\$ 3,378.12
92	Dist. & Co. Court Tech	\$ 7,647.67	\$ -	\$ 41.96			\$ -	\$ 7,689.63
93	Probate Education	\$ 3,541.32	\$ -	\$ 10.00			\$ -	\$ 3,551.32
94	Records Management	\$ (1,566.55)	\$ -	\$ 307.47			\$ -	\$ (1,259.08)
95	Courthouse Security	\$ 136,783.22	\$ -	\$ 572.82	\$ 379.11		\$ -	\$ 136,976.93
96	Justice Court Tech	\$ 25,224.24	\$ -	\$ 252.62			\$ -	\$ 25,476.86
98	Interest & Sinking	\$ 344,169.98	\$ -	\$ 137,609.77			\$ -	\$ 481,779.75
99	State Fines & Fees	\$ 10,515.52	\$ 2,616.63	\$ 10,159.72			\$ -	\$ 18,058.61

	TOTALS	\$ 4,135,633.23	\$ 119,090.78	\$ 1,720,758.43	\$ 210,076.04	\$ 163,543.43	\$ 119,090.78	\$ 5,482,772.19

	Pct 1	Pct 2	Pct 3	Pct 4	GF	EMG MGMT	Totals
Pct 1 transfer in:	\$ 28,675.00				\$ 2,616.63	\$ -	
Pct 2 transfer in:		\$ 28,675.00					
Pct 3 transfer in:			\$ 28,675.00				
Pct 4 transfer in:				\$ 30,449.15			
R&B transfer out:	\$ 28,675.00	\$ 28,675.00	\$ 28,675.00	\$ 28,675.00			\$ 114,700.00
CTIF transfer out:				\$ 1,774.15			\$ 1,774.15
State Fund transfer out:					\$ 2,616.63		\$ 2,616.63
Budget Amendment Emg Mgmt	\$ -	\$ -	\$ -	\$ -			\$ -

Jack County
Bank Account Reconciliaton
11/30/2017

Bank Balance According to Statement	\$ 5,553,744.48
Outstanding Deposits	\$ -
Outstanding Checks	\$ 70,972.39
Balance	<u>\$ 5,482,772.09</u>

Balance per General Ledger by Fund

10	PCT. 1	\$ 225,756.67
20	PCT. 2	\$ 293,851.36
30	PCT. 3	\$ 341,676.27
40	PCT. 4	\$ 348,238.72
50	ROAD & BRIDGE C.W.	\$ 205,859.00
51	R&B Heavy Equipment	\$ (148,992.75)
52	CTIF Fund	\$ 24,022.95
53	FEMA Fund	\$ -
60	LATERAL ROADS	\$ 170,244.05
70	LAW LIBRARY	\$ 37,235.85
71	Appellate Judicial System	\$ -
72	County Court RTA	\$ 95,250.95
73	District Court RTA	\$ 5,759.37
78	County Clerk RM&P	\$ 128,149.16
79	District Clerk RM&P	\$ 9,912.11
80	Preservation fund	\$ 13,241.67
81	Work Program	\$ 45.17
82	Guardianship Fund	\$ 5,340.00
83	Emergency Management	\$ (76,411.63)
84	Courthouse Renovations	\$ 355,204.85
85	Courthouse Renovations I&S	\$ 69,696.79
90	GENERAL	\$ 2,703,039.49
91	COUNTY JUDGE EXCESS	\$ 3,378.12
92	Dist. & Co. Clerk Tech	\$ 7,689.63
93	PROBATE	\$ 3,551.32
94	RECORDS MANAGEMENT	\$ (1,259.08)
95	COURTHOUSE SECURITY	\$ 136,976.93
96	J.P. TECHNOLOGY	\$ 25,476.86
98	INTEREST & SINKING	\$ 481,779.75
99	State Fines & Fees	\$ 18,058.61

Balance per General Ledger	\$ 5,482,772.19
Balance per Bank Statement	\$ 5,482,772.09
Unlocated difference	\$ (0.10)

ACH PMT CK#51402 WAS .10 OFF
WILL BE CORRECTED IN DECEMBER REPORT



GREETINGS FROM JACK COUNTY CHILD WELFARE BOARD:

Comprised of dedicated volunteers, the Jack County Child Welfare Board (JCCWB) was established in 2007 with the cooperation and assistance of our Jack County Commissioners Court and generous donations from members from Bryson, Jacksboro and Perrin. Every dollar donated goes directly to the needs of the children in our county.

Current members of the Jack County Child Welfare Board are: Molly Urbanczyk and Claudia Torres, Co-Chairpersons; Debra Tillery, Secretary; Cathy McAnear, Treasurer; Sharon Robinson, Member; Leslie Jackson, Member and Linda Wade, Member.

The needs are often quite basic, and assistance can really change the course of things. Often, the difference between a child who goes to school and one who doesn't is a pair of shoes, a winter coat, or a note book and pencils. Sometimes the difference between an infant who is healthy and one who isn't, is formula, clean diapers, lotions and a soft blanket. In some instances, the difference between a thriving family and a broken family is simply monetary assistance in paying a utility bill. The JCCWB helps to ensure that these children will not have to go another day without things we all take for granted. We are committed to helping any child or family in need in Jack County, not just cases where CPS is involved.

The needs of the children of Jack County continue to grow each day regardless of the state of our economy or of our wallets. The difference in Jack County is YOU. You can make a meaningful difference in the life of a child by making your contribution to support the JCCWB. We appreciate your help and generosity as we strive toward the goal of happy, healthy children and whole, stable families in our community.

Some of the ways your donations are utilized are:

- Established a "Rainbow Room" to provide emergency resources to Jack County children in need such as diapers, blankets, playpens, etc. in emergency situations;
- Established the JCCWB Family Center-necessary for CPS interviews, difficult custody transfers, and crisis center;
- Benefiting all kids in Jack County by making donations to the Gladys Johnson Ritchie Library, the Jacksboro Pool Project and the Jack County Food Pantry;
- Award \$1000 scholarships annually to graduating seniors in Jacksboro, Perrin and Bryson;
- Furnish Birthday and Christmas gifts to kids in Foster Care so they know they are remembered;
- Financially sponsor Law Enforcement Officers and CPS workers to attend seminars and conferences;
- Donate car seats to the Police and Sheriff's Departments so children can be transported safely in crisis situations and/or as needed for any child;

- Donated care bags, along with handmade quilts for children in crisis situations;
- Participate in the annual Health Fair and provide backpacks for the Back to School Fair;
- Every August we spend several thousand dollars to ensure children in need have back-to-school clothes;
- Assist families who have lost their homes to fires;
- Cover the expenses to become a foster parent for extended family members who take in children after a crisis;
- Sponsor parenting classes and child care during the classes;

**JACK COUNTY
ANNUAL ROCK MATERIAL
OFFICIAL BID FORM
Year: Bid Date to 9-30-18**

Bidders Name: Zack Burkett Co.
Address: P.O. Box 40
City/State/Zip: Graham, TX. 76450
Area Code & Phone #: 940.549.0436
Person to Contact: Mark Ellis

F.O.B.: Quarry yard

Screenings: \$ 9.00 Per Ton
Size: 1/8 or 3/8 minus
Oversize: \$ 9.00 Per Ton
Size: 1 1/2X 2 1/2 OR 2X5
Base: Commercial \$ 6.25 Per Ton
Other: 1" Base \$ 6.75 Per Ton

**F.O.B.: Precinct 1
barn, Jacksboro**

Screenings: \$ 12.00
Per Ton

Size: 1/8 OR 3/8 minus

Oversize: \$ 12.00
Per Ton

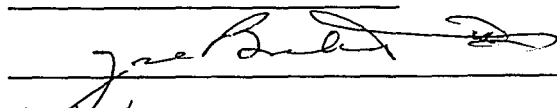
Size: 1 1/2 X 2 1/2 OR 2X5

Base: \$ Per Ton \$9.25

1" Base
Other: \$ Per Ton \$9.75

Signature

Date


12/11/17

CERTIFICATE OF INTERESTED PARTIES

FORM 1295

1 of 1

Complete Nos. 1 - 4 and 6 if there are interested parties.
Complete Nos. 1, 2, 3, 5, and 6 if there are no interested parties.

OFFICE USE ONLY
CERTIFICATION OF FILING

1 Name of business entity filing form, and the city, state and country of the business entity's place of business.
Zack Burkett Co.
Graham, TX United States

Certificate Number:
2017-292796

Date Filed:
12/11/2017

2 Name of governmental entity or state agency that is a party to the contract for which the form is being filed.
Jack County, Texas

Date Acknowledged:

3 Provide the identification number used by the governmental entity or state agency to track or identify the contract, and provide a description of the services, goods, or other property to be provided under the contract.
20171211
Jack County Annual Rock Material Bid

4	Name of Interested Party	City, State, Country (place of business)	Nature of interest (check applicable)	
			Controlling	Intermediary
	Burkett, James	Graham, TX United States	X	
	Burkett III , Zack	Graham, TX United States	X	

5 Check only if there is NO Interested Party. ☐

6 AFFIDAVIT

I swear, or affirm, under penalty of perjury, that the above disclosure is true and correct.



[Signature]
Signature of authorized agent of contracting business entity

AFFIX NOTARY STAMP / SEAL ABOVE

Sworn to and subscribed before me, by the said Zack Burkett, III, this the 11th day of December, 2017, to certify which, witness my hand and seal of office.

[Signature] Olga Edith Gonzalez Notary Public
Signature of officer administering oath Printed name of officer administering oath Title of officer administering oath