



Ector County Commissioners' Court

January 09, 2024

10:00 AM

Commissioners' Courtroom, Ector County Administration Building Annex, 1010 E. 8th St.,  
Odessa, Texas

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**CALL TO ORDER- JUDGE DUSTIN FAWCETT**

Dustin Fawcett, County Judge  
Mike Gardner, Commissioner Precinct #1  
Greg Simmons, Commissioner Precinct #2  
Don Stringer, Commissioner Precinct #3  
Billy Hall, Commissioner Precinct #4  
Minutes taken by Jennifer Martin, County Clerk

The meeting was called to order at 10:01 a.m.

**INVOCATION- COMMISSIONER MIKE GARDNER**

The invocation was led by Commissioner Gardner.

**PLEDGE OF ALLEGIANCE- UNITED STATES AND TEXAS**

The pledge of allegiance to the United States flag and the pledge of allegiance to the Texas flag was recited.

**SPECIAL PRESENTATIONS/REQUESTS/RESOLUTIONS**

1. West Odessa VFD, Mike Gardner- Commissioner, Pct. #1

To consider, discuss, and take any necessary action to receive a presentation and update from the West Odessa Volunteer Fire Department regarding ARPA funds.

**Minutes Attachments**

1. Agenda Item #1.pdf

After the last agenda item was discussed, item #1 was revisited. Austin Harden addressed the court to request matching funds for what the department has raised in donations. He also requested that the court consider approving an ordinance that would allow the Volunteer Fire Department to bill out to insurance companies for extended calls.

**NO ACTION WAS TAKEN ON THIS ITEM**

2. Sole Source List Addition, Lucy Soto- Purchasing

To consider, discuss, and take any necessary action on the addition of Kofile Inc. to the 2023 Sole Source List.

**ITEM WITHDRAWN**

3. FBI Academy Student Travel Funding, Mike Griffis- Sheriff

To consider, discuss, and take any necessary action to approve travel funding for Michael Lopez, an FBI National Academy Student; the funding will come from the Training Fund in the amount of \$1,500.00.

A motion to approve as presented was made by Commissioner Simmons; Commissioner Hall seconded the motion. MOTION PASSED 5-0

**POLICIES/PROCEDURES**

4. Rules for Electronic Bidding, Lucy Soto- Purchasing

To consider, discuss, and take any necessary action to approve the *Rules for Electronic Bidding* for use with OpenGov software. In accordance with Texas Local Government Code 262.0235, electronic responses to solicitations are permitted based on adopted rules by Commissioners' Court; physical copies of bids will still be accepted and uploaded to the software and released on tabulations.

Commissioner Hall made a motion to approve as presented; a second was made by Commissioner Stringer. MOTION PASSED 5-0

**CONTRACTS/AGREEMENTS/GRANTS**

5. Kellus Turner Park Design Changes, Lucy Soto- Purchasing, Steve Davis- Public Works Director

To consider, discuss, and take any necessary action regarding changes made to the Kellus Turner Park design, and authorize the County Judge to sign all documents associated with this agenda item; there is no change in the original cost.

Michelle Spinks addressed the court to request permission to begin the beautification of Kellus Turner Park. She stated her services will be free of charge.

A motion to approve as presented was made by Commissioner Gardner; Commissioner Hall seconded the motion. MOTION PASSED 5-0

6. South Ector County VFD Equipment, Lucy Soto- Purchasing, Santiago Ortega- South Ector VFD

To consider, discuss, and take any necessary action regarding quotes from Metro Fire for the South Ector County Volunteer Fire Department's purchase of a Brush Truck and a Light Rescue Truck using ARPA funds; the purchase is being made through the National Purchasing Partners Bid Cooperative PS20225 Contract.

Commissioner Hall made a motion to approve the request; a second was made by Commissioner Stringer. MOTION PASSED 5-0

7. 2024 Chevy Silverado Specifications, Lucy Soto- Purchasing, Eddie Landrum- Planning and Development Director

To consider, discuss, and take any necessary action regarding the specifications for a 2024 Chevy Silverado for the Planning and Development Department.

A motion to approve as presented was made by Commissioner Stringer; Commissioner Simmons seconded the motion. MOTION PASSED 5-0

8. Consent to Leasehold Deed of Trust , John Henderson- Commissioners' Court Attorney and Grant Writer

To consider, discuss, and take any necessary action to approve the *Consent to Leasehold Deed of Trust* between T. Aero II, LLC, and Alliance Bank Central Texas regarding two hangars located at Odessa-Schlemeyer Airport, and authorize the County Judge to sign all documents associated with this agenda item.

Minutes Attachments

1. Agenda Item #8.pdf

Commissioner Stringer made a motion to approve as presented; a second was made by Commissioner Hall. MOTION PASSED 5-0

9. RCI Agreement & Ratification , Mike Griffis- Sheriff, John Henderson- Commissioners' Court Attorney and Grant Writer

To consider, discuss, and take any necessary action regarding the Recruiter Model Service Agreement with Recourse Communications, Inc. (RCI), and the Ratification document associated with this agreement, and authorize the County Judge, County Commissioners, and County Clerk to sign all documents associated with this agenda item.

Minutes Attachments

1. Agenda Item #9.pdf

A motion to approve as presented was made by Commissioner Simmons; Commissioner Gardner seconded the motion. MOTION PASSED 5-0

**PLANNING AND DEVELOPMENT**

10. Replat- Clearwater Mesa Section 2, Eddie Landrum- Planning and Development Director

To consider, discuss, and take any necessary action on a Replat of Block 16, Lot 21, Corrected Clearwater Mesa Section 2, in Section 35, Block 43, Precinct #4, and authorize the County Judge to sign all documents associated with this agenda item.

Minutes Attachments

1. Agenda Item #10.pdf

Commissioner Hall made a motion to approve as presented; a second was made by Commissioner Gardner. MOTION PASSED 5-0

11. Donation- Lynx Estate Road, Eddie Landrum- Planning and Development Director

To consider, discuss, and take any necessary action to accept a donation (portion of 3rd Street) of a public road within Lynx Estate, being a plat of a 15.0 acre tract out of Section 33, Block 42, and for Ector County to accept the maintenance of this road.

A motion to approve as presented was made by Commissioner Gardner; Commissioner Simmons seconded the motion. MOTION PASSED 5-0

**PUBLIC WORKS**

12. Acceptance of Wheeler Road, Lucy Soto- Purchasing, Steve Davis- Public Works Director

To consider, discuss, and take any necessary action regarding the **acceptance and maintenance** of the newly reconstructed County Road 307 (S. Wheeler Road) from approximately 3,783-feet south of State Highway 302 and County Road 307 intersection to Winkler County Road 404 (7.32 miles), and authorize the County Judge to sign all documents associated with this agenda item.

**ITEM WITHDRAWN**

**CONSENT AGENDA**

13. Proposed Consent Agenda, Tristan Marquez- County Auditor

To consider, discuss, and take any necessary action regarding the following proposed Consent Agenda:

13a.) Line Item Transfer-Public Works:

To consider, discuss, and take any necessary action to approve a line item transfer to FMLR fund, Public Works, Special Departmental Equipment, 002-810-5507 from Road Maintenance, 002-810-5241 for \$10,000.00, and authorize the County Judge and County Clerk to sign all documents associated with this agenda item.

Minutes Attachments

1. Agenda Item #13.pdf

Commissioner Simmons made a motion to approve as presented; a second was made by Commissioner Gardner. MOTION PASSED 5-0

**BUDGET/FINANCIAL**

14. Budget Amendment Request- Library, Tristan Marquez- County Auditor

To consider, discuss, and take any necessary action to approve a budget amendment to General Fund, Library, Library supplies, 001-690-5185 for \$8,800.00, Subscriptions, 001-690-5207 for \$7,500.00, Software Maintenance Contracts, 001-690-5283 for \$3,400.00, and to Donated Revenues, 001-4171 for \$19,700.00, and authorize the County Judge and County Clerk to sign all documents associated with this agenda item.

Minutes Attachments

1. Agenda Item #14.pdf

A motion to approve as presented was made by Commissioner Simmons; Commissioner Hall seconded the motion. MOTION PASSED 5-0

15. Ector County Monthly Treasurer's Reports, Cleopatra Callaway- County Treasurer

To consider, discuss, and take any necessary action regarding the Ector County Monthly Treasurer's Reports for September 2023 and October 2023, and authorize the County Judge and County Commissioners to sign all documents associated with this agenda item. In addition, it is requested that these reports be archived with the official minutes of this meeting.

Minutes Attachments

1. Agenda Item #15.pdf

Commissioner Simmons made a motion to approve as presented; a second was made by Commissioner Gardner. MOTION PASSED 5-0

16. Financial Reports/Statements, Tristan Marquez- County Auditor

To consider, discuss, and take any necessary action to approve the Accounts Payable Fund Requirements Report for January 9th, 2024, and review County financial statements and reports.

Minutes Attachments

1. GENERAL REPORT 01 09 24.pdf
2. TRUST 01 09 24.pdf

A motion to approve as presented was made by Commissioner Gardner; Commissioner Simmons seconded the motion. MOTION PASSED 5-0

10:19 A.M.

Commissioner Stringer made a motion to adjourn to Executive Session; a second was made by Commissioner Gardner. MOTION PASSED 5-0

1:10 P.M.

A motion was made by Commissioner Gardner to reconvene; Commissioner Hall seconded the motion. MOTION PASSED 5-0

**EXECUTIVE SESSION**

17. Legal Matters, Shelby Rigtrup- County Judge Admin

To consider and discuss legal matters pursuant to Title 5, Chapter 551, Section 551.072, Texas Government Code.

**NO ACTION WAS TAKEN ON THIS ITEM**

18. Real Estate, Shelby Rigtrup- County Judge Admin

To consider and discuss real estate issues/transactions pursuant to Title 5, Chapter 551, Section 551.072, Texas Government Code.

**NO ACTION WAS TAKEN ON THIS ITEM**

19. Personnel Matters, Shelby Rigtrup- County Judge Admin

To consider and discuss personnel matters pursuant to Title 5, Chapter 551, Section 551.074, Texas Government Code.

Commissioner Simmons made a motion to reclassify the carpenter/painter position in the Building Maintenance Department to a newly described position of construction specialist and allow the salary adjustments as discussed in Executive Session; a second was made by Commissioner Stringer. MOTION PASSED 5-0

A motion was made by Commissioner Simmons to authorize the new Chief Deputy position in the District Clerk's Office to start at Step 9 instead of Step 8; Commissioner Hall seconded the motion. MOTION PASSED 5-0

Commissioner Simmons made a motion to reclassify the 4-H youth program assistant starting salary, which was originally budgeted for \$15.00, be increased to \$18.40 and authorize that hire at Step 1 (\$18.40); a second was made by Commissioner Gardner. MOTION PASSED 5-0

**ADJOURN**

**Time: 1:22 P.M.**

With no further business to discuss a motion to adjourn was made by Commissioner Gardner with a second by Commissioner Simmons. MOTION PASSED 5-0

THE STATE OF TEXAS

COUNTY OF ECTOR

I, Jennifer Martin, County Clerk, do hereby attest to the accuracy of the Commissioners Court Proceedings for the Regular Commissioners' Court meeting held on the above date.

January 17, 2024 at 02:53 PM



Jennifer Martin, Ector County Clerk