

MAR 17 2016

State of Texas
County of PanolaBOBBIE DAVIS
COUNTY CLERK, PANOLA COUNTY, TEXAS
BY B. Davis DEPUTY

On this 22nd day of February, 2016, the Commissioners' Court of Panola County, Texas met in a Special Meeting of the Court at 9:00 AM in the Commissioners' Courtroom of said County with the following members of the Court present:

Ronnie LaGrone	Commissioner, Precinct #1
John Gradberg	Commissioner, Precinct #2
Frank R. Langley, Jr.	Commissioner, Precinct #3
Dale LaGrone	Commissioner, Precinct #4

constituting a quorum of the Court, with LeeAnn Jones, County Judge, being absent. Also attending were Bobbie Davis, County Clerk, and Vicki Heinkel, Administrative Assistant to the County Judge. Attached to and made a part of these minutes is a list of other attendees and the office or organization that each represents. The following proceedings were held at this meeting:

PRAYER: Commissioner John Gradberg gave the prayer.

OPEN MEETING:

1. **CITIZEN COMMENTS:**

There were no Citizen Comments.

2. **COMMISSIONERS' REPORTS:**

Commissioner Ronnie LaGrone reported that the County Commissioners attended a Commissioners' Conference in College Station last week.

3. **COUNTY JUDGE'S REPORT:**

There was no County Judge's Report.

4. **CONSENT ITEMS:**

PERSONNEL

a. None

ROAD & BRIDGE

a. None

MISCELLANEOUS

a. To approve and record the Panola County Investment Report for Third Quarter Fiscal Year 2015.

- b. To approve and record the Panola County Treasurer's Third Quarter Report for Fiscal Year 2015.
- c. To record The Ohio Casualty Insurance Company Certificate for Panola County Treasurer Deputy Cynthia Denese Powell.
- d. To approve and record 2015 Budget Amendment No. 30.

REQUESTS FOR CONFERENCE ATTENDANCE

- a. To approve and record a Request for Attendance at a Conference form(s) for the following Panola County elected official(s)/employee(s): PCSD Deputy Adam Jones; PCSD Deputy Jeff Ivy; Panola County Clerk Bobbie Davis (2); Panola County Clerk Chief Deputy Rokesia Hicks; PCSD Communications Officer Sarena Newman(2); PCSD Communications Officer Leigh Welk (2); PCSD Communications Officer Hollie Mojica (2); PCSD Communications Officer Carrie Riddle (2); and Panola County Assistant Criminal District Attorney Katie Nielsen.

Commissioner Frank R. Langley, Jr. moved and Commissioner Dale LaGrone seconded the motion to approve all the Consent Items. The motion passed by a vote of 4-0-1. County Judge LeeAnn Jones was absent.

A COPY OF EACH LETTER, AMENDMENT, REQUEST, AND/OR BOND IS ATTACHED TO AND MADE A PART OF MINUTES.

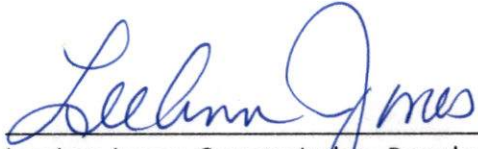
It was noted at this time during the Commissioners' Court Meeting that the audio/visual recording equipment was not properly recording the meeting.

- 5. Commissioner Dale LaGrone moved and Commissioner John Gradberg seconded the motion to approve payment of current Panola County bills as prepared and submitted by the County Auditor. The motion passed by a vote of 4-0-1, with County Judge LeeAnn Jones absent. SEE COPY OF BILLS ATTACHED.
- 6. Due to his absence, attorney Patrick Woods' presentation regarding Volkswagen Group of America, Inc and Audi of America, LLC was not offered.
- 7. Commissioner Dale LaGrone moved and Commissioner Frank R. Langley, Jr. seconded the motion to award a bid opened by the Commissioners' Court on February 8, 2016 for the Panola County Airport-Sharpe Field AWOS Installation Project to Vaisala, Inc. The motion passed by a vote of 4-0-1, with County Judge LeeAnn Jones absent. SEE COPY OF BID AND RELATED DOCUMENTS ATTACHED.
- 8. Commissioner Frank R. Langley, Jr. moved and Commissioner John Gradberg seconded the motion to appoint Jim Stevens, Pastor Carl Anderson, Ms. Fatha Burchette, Reverend Steve Jackson, and Steven Hill to the Sexually Oriented Business Order, Permit and License Appeal Board for a one year term commencing February 27, 2016 and ending February 27, 2017. The motion passed by a vote of 4-0-1, with County Judge LeeAnn Jones absent. SEE COPY OF APPOINTMENT ATTACHED.
- 9. Commissioner Frank R. Langley, Jr. moved and Commissioner Dale LaGrone seconded the motion to declare the following electronic equipment as surplus property: thirty one (31) computer monitors; eight (8) computer towers; two (2) fax machines; seven (7) printers; one (1) staples paper shredder; nine (9) VCR/DVD players; two (2) digital printers; nine (9) keyboards; one (1) typewriter; two (2) computer mouse; three (3) boxes of miscellaneous wire/connectors; one (1) Clearone XAP TH2 telephone interface; two (2) Clearone XAP 800 ultimate audio management platforms; two (2) Altinex multi-


tasker M+100-100; two (2) Pointmaker PVI-83 multiple-sync video maker; one (1) Sanyo Pro Xtrax multiverse projector; two (2) Shure ULX54 wireless receivers; two (2) Shure MX412DLE microphone; and one (1) Shure DD4ULX2 microphone. The motion passed by a vote of 4-0-1, with County Judge LeeAnn Jones absent.

10. Commissioner John Gradberg moved and Commissioner Frank R. Langley, Jr. seconded the motion to authorize the County Judge to advertise for sealed bids for used electronic equipment. Bid specifications are available in the County Judge's Office, 110 S. Sycamore, Room 216-A, Carthage, Texas. Bids will be opened March 14, 2016 at a Regular Session of the Panola County Commissioners' Court scheduled for 9:00 AM. The motion passed by a vote of 4-0-1, with County Judge LeeAnn Jones absent. SEE COPY OF INVITATION TO BID ATTACHED.
11. Commissioner Dale LaGrone moved and Commissioner Frank R. Langley, Jr. seconded the motion to trade in five (5) copiers, one located in each of the following places: County Judge's Office, Panola County Road and Bridge Department, Panola County Detention Center, Panola County 911 Rural Addressing Office and Panola County Auto Registration Office; initiate five (5) sixty month leases with Xerox through DIR for each copier for the above-referenced departments; and to authorize the County Judge to submit purchase orders for said copiers. The motion passed by a vote of 4-0-1, with County Judge LeeAnn Jones absent. SEE COPY OF FINANCIAL ANALYSIS ATTACHED.
12. Commissioner Dale LaGrone moved and Commissioner Frank R. Langley, Jr. seconded the motion to terminate the government records management services contract with Kofile Systems, Inc. The motion passed by a vote of 4-0-1, with County Judge LeeAnn Jones absent. SEE COPY OF INFORMATION ATTACHED.
13. Commissioner Frank R. Langley, Jr. moved and Commissioner John Gradberg seconded the motion to authorize the County Judge to advertise for sealed proposals for microfilming, indexing, re-indexing, digitizing, recording, redaction services, re-creation, high speed digital conversion, computer hardware, index book re-creation, full service indexing for land records and other records purchase for the offices of the County and District Clerks. Proposals shall also include importing/linking previously filed images to the computer and internet site, imaging retrieval-internet service going forward, cashiering/indexing-duplex prints; generic indexing package/Commissioners' Court package, marriage license, court minutes, vital statistics software, scanning process-image retrieval for microfilm back-up, microfilm conversion to digital images, permalife paper-24 lb paper with rounded corners and hole punch to desired size of County's volumes for the office of the County Clerk and District Clerk. Proposals to be opened April 25, 2016 at 9:00 AM. Specifications available in the County Judge's Office, 110 S. Sycamore, Room 216-A, Carthage, Texas. The motion passed by a vote of 4-0-1, with County Judge LeeAnn Jones absent.
14. Commissioner John Gradberg moved and Commissioner Dale LaGrone seconded the motion to adopt Order #2016-04 granting an exemption from competitive bidding for government records management services until procurement through a request for proposals is completed. The motion passed by a vote of 4-0-1, with County Judge LeeAnn Jones absent. SEE COPY OF ORDER ATTACHED.
15. Commissioner Dale LaGrone moved and Commissioner Frank Langley seconded the motion to approve a letter agreement extending the contract with Government Records Services, Inc., the County's current service provider, until procurement through a request for proposals is completed. The motion passed by a vote of 4-0-1, with County Judge LeeAnn Jones absent. SEE COPY OF LETTER AGREEMENT ATTACHED.

Dated this 22nd day of February, 2016.



LeeAnn Jones, County Judge, Panola County, Texas



Bobbie Davis, County Clerk, Panola County, Texas

