



# POLK COUNTY COMMISSIONERS COURT

December 11, 2012

Polk County Courthouse, 3<sup>rd</sup> floor

10:00 A.M.

2012-182

Livingston, Texas

## NOTICE

Is hereby given that a regular meeting of the Polk County Commissioners Court will be held on the date stated above, at which time the following subjects will be discussed;

## Agenda Topics

**(Persons wishing to provide Public Comment must complete and submit a *Public Participation Form to the County Clerk prior to the Call To Order*. \*\* Please turn off (or mute) all cell phones and pagers \*\***

### 1. CALL TO ORDER.

- Invocation
- Pledges of Allegiance

### 2. PUBLIC COMMENTS

This item is included to allow public comments on topics that may or may not appear on this agenda. However, in accordance with law, this Court cannot discuss, deliberate or take action on any item or topic not listed on this agenda. Public comments requesting or requiring action or deliberation may be scheduled on a future agenda. Each public comment will be limited to a maximum of five (5) minutes, unless a member of the Court requests additional time for the presenter. Any handout materials must be reproduced prior to the meeting and furnished by the presenter. **After the close of this portion of the Agenda, public comment for the remainder of the Court session is no longer appropriate or accepted unless specifically requested by a Member of the Court.**

### 3. INFORMATIONAL REPORTS.

This item is included on the Agenda to receive announcements from the Court members and/or other Elected Officials and Department Heads of Polk County.

- A. COUNTY OFFICE OF TEXAS AGRILIFE EXTENSION – PROGRAM UPDATE.
- B. RESOLUTIONS HONORING THE SERVICE OF
  - MARION A. “BID” SMITH, POLK COUNTY TAX ASSESSOR-COLLECTOR
  - ROBERT HILL TRAPP, JUDGE – 411<sup>TH</sup> JUDICIAL DISTRICT
  - CHARLES CLACK, POLK COUNTY CONSTABLE, PRECINCT 1
- C. RECOGNIZE THE EFFORTS OF MARGIE AINSWORTH, ASSISTANT COUNTY AUDITOR, AND THE COUNTY AUDITOR’S OFFICE IN RECEIVING THE GOVERNMENT FINANCE OFFICERS ASSOCIATION (GFOA) CERTIFICATE OF ACHIEVEMENT FOR EXCELLENCE IN FINANCIAL REPORTING.

### 4. OLD BUSINESS (TABLED FROM LAST AGENDA)

- A. CONSIDER APPROVAL OF REVISED PLAT OF COTTON HILL ESTATES SUBDIVISION, PURSUANT TO PUBLIC HEARING HELD NOVEMBER 13, 2012.
- B. DISCUSS AND TAKE ANY NECESSARY ACTION REGARDING THE FLOORING AT THE LAW ENFORCEMENT CENTER.

### NEW BUSINESS

### 5. CONSENT AGENDA (The items listed within the Consent Agenda are deemed to be of a routine nature and are not scheduled for individual consideration by the Commissioners Court. However, any member of the Court retains the option to remove any one or more items from the Consent Agenda and to have the item/s individually considered).

- A. APPROVE MINUTES OF PREVIOUS MEETING/S: November 27, 2012 (Regular Meeting).

- B. APPROVE BUDGET REVISIONS, AS PRESENTED BY THE COUNTY AUDITOR AND BUDGET AMENDMENTS, AS SUBMITTED AND REVIEWED BY COURT APPOINTED COMMITTEE.
  - C. APPROVE SCHEDULE OF BILLS.
  - D. APPROVE PERSONNEL ACTION FORMS.
  - E. APPROVE UPDATE TO PERSONNEL MANAGEMENT SYSTEM TO REVISE JOB DESCRIPTIONS OF (CERTAIN) APPOINTED DEPARTMENT HEADS, PURSUANT TO ACTION TAKEN BY THE COMMISSIONERS COURT ON NOVEMBER 27, 2012.
  - F. APPROVE AGREEMENT RENEWING LEASE OF PROPERTY UTILIZED FOR COURTHOUSE PARKING LOT.
  - G. APPROVE CONSTABLE, PCT. 4 REQUEST FOR APPOINTMENT OF JOSEPH DANA AS RESERVE DEPUTY CONSTABLE, PCT. 4 AND APPROVE RELATED BOND.
  - H. APPROVE COUNTY AUDITOR'S REQUEST FOR CAPITAL PURCHASE OF (2) COMPUTERS, SOFTWARE AND SCANNERS TOTALING \$3,303.22 AS ADOPTED IN THE CAPITAL PURCHASE PROJECTIONS OF THE FY2013 BUDGET AND TO BE PAID FROM GENERAL FUND BALANCE AND INCLUDED ON THE FY2013 REIMBURSEMENT RESOLUTION FOR YEAR-END ISSUANCE OF LEGALLY AUTHORIZED DEBT (TAX NOTES).
  - I. APPROVE ORDER DESIGNATING SURPLUS PROPERTY TO BE DISPOSED BY SALE IN PUBLIC (ON-LINE) AUCTION.
  - J. APPROVE LEGGETT WATER SUPPLY REQUEST FOR UTILITY EASEMENT ON COUNTY PROPERTY LOCATED ADJACENT TO US HWY59 IN LEGGETT, TEXAS (ANIMAL SHELTER/RB3 YARD) AND AUTHORIZE COUNTY JUDGE TO EXECUTE EASEMENT FOLLOWING REVIEW BY PRECINCT 3 COMMISSIONER.
  - K. APPROVE CERTIFICATE OF CONSTRUCTION COMPLETION AND CHANGE ORDER #2 AS SUBMITTED FOR 2008 IKE DISASTER RECOVERY PACKAGE # 2 "DRAINAGE IMPROVEMENTS."
6. DISCUSSION OF HOTEL/MOTEL OCCUPANCY TAX REVENUE AND USE OF FUNDS, TO INCLUDE APPROVAL OF UPDATED AGREEMENT WITH LIVINGSTON-POLK COUNTY CHAMBER OF COMMERCE FOR ADMINISTRATION OF BUDGETED PORTION OF FUNDS AWARDED FOR PROMOTION OF TOURISM IN POLK COUNTY.
  7. DISCUSS AND CONSIDER APPROVAL OF AGING SERVICES MEAL PROVISION PLAN DURING THE (CHRISTMAS HOLIDAY) WEEK OF DECEMBER 24-28, 2012.
  8. DISCUSS ALTERNATE SCHEDULING OF REGULAR COMMISSIONERS COURT SESSIONS FALLING ON DECEMBER 25, 2012 (CHRISTMAS HOLIDAY) AND JANUARY 8, 2013 (DEEP EAST TEXAS LEGISLATIVE RECEPTION) AND CONSIDER POSSIBLE CANCELLATION, CONSOLIDATION OR RESCHEDULING.
  9. CONSIDER REQUEST OF KAYCEE JONES, JUDGE ELECT OF THE 411TH JUDICIAL DISTRICT, TO TRANSFER THE ADMINISTRATION AND PAYMENT OF SALARY & BENEFITS OF THE 411TH COURT COORDINATOR FROM SAN JACINTO COUNTY TO POLK COUNTY, CONTINGENT UPON THE AGREEMENT OF SAN JACINTO AND TRINITY COUNTIES TO ACCEPT THE RESPECTIVE PRO-RATA SHARE INCLUDING ANY INCREASED BENEFIT AMOUNTS TO BE REIMBURSED TO POLK COUNTY.
  10. CONSIDER SANTEK ENVIRONMENTAL, OPERATOR OF COUNTY WASTE SERVICES, REQUEST TO INCREASE DISPOSAL RATES AT CITIZENS COLLECTION STATIONS, EFFECTIVE JANUARY 1, 2013.

11. CONSIDER APPROVAL OF SHERIFF'S REQUEST TO ADVERTISE FOR BIDS FOR THE ACQUISITION OF (SPECIFIED NUMBER OF) SHERIFF'S DEPARTMENT VEHICLES AND VEHICLES AUTHORIZED FOR TRADE-IN, TO BE PURCHASED FROM GENERAL FUND BALANCE AND INCLUDED ON THE FY2013 REIMBURSEMENT RESOLUTION FOR YEAR END ISSUANCE OF LEGALLY AUTHORIZED DEBT.

ADJOURN

By: John P. Thompson, County Judge

Posted: Thursday, December 6, 2012



I do hereby certify that the above Notice of Meeting of the Polk County Commissioners Court is a true and correct copy of said Notice and that I posted a true and correct copy of said Notice in the Polk County Courthouse at a place readily accessible to the general public during normal business hours on Thursday, December 6, 2012 and that said Notice remained so posted continuously for at least 72 hours preceding the scheduled time of said Meeting. This notice has also been posted on the official website of Polk County, Texas ([www.co.polk.tx.us](http://www.co.polk.tx.us)).

SCHELANA WALKER, COUNTY CLERK

BY: Caul Bailey (Deputy)

FILED FOR RECORD

2012 DEC -6 PM 4:19

*Schelana Walker*  
SCHELANA WALKER  
POLK COUNTY CLERK