



# POLK COUNTY COMMISSIONERS COURT

September 11, 2018

10:00 A.M.

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

2018-094

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 appear on this agenda. 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.

#### OLD BUSINESS

4. APPROVE PAYMENT OF MANAGEMENT ADVISORY GROUP INTERNATIONAL (MAG) INVOICE #2077.

#### NEW BUSINESS

5. CONSIDER APPROVAL OF ORDER SETTING ELECTED OFFICIALS SALARIES, EXPENSES AND ALLOWANCES FOR FY2019.

6. RECEIVE AND RECORD DISTRICT JUDGE'S ORDERS SETTING FY2019 COMPENSATION FOR COUNTY AUDITOR, ASSISTANT AUDITORS AND (258<sup>TH</sup> & 411<sup>TH</sup> DISTRICT) COURT-REPORTERS, COURT COORDINATORS, BAILIFFS AND LABOR POOL STAFF PURSUANT TO LOCAL GOVERNMENT CODE.

7. VOTE TO RATIFY THE PROPERTY TAX INCREASE REFLECTED IN THE PROPOSED FY2019 BUDGET TO BE ADOPTED.

8. DISCUSS AND TAKE ANY NECESSARY ACTION REGARDING SALARY SURVEY TRANSITION COSTS BUDGETED IN FY2018:

A. CONSIDER PERSONNEL MANAGEMENT SYSTEM UPDATE TO INCLUDE JOB DESCRIPTION FOR ASSISTANT TO COMMISSIONER, AS PREVIOUSLY AUTHORIZED.

**B. CONSIDER APPROVAL OF IMPLEMENTATION OF SALARY SCHEDULE.**

**9. ADOPT FY2019 BUDGET.**

**10. CONSIDER APPROVAL OF ORDER SETTING 2018 TAX RATE FOR POLK COUNTY (FY2019).**

**11. 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:** August 28 and September 4, 2018 (Regular/Special Meeting).

**B. APPROVE SCHEDULES OF BILLS.**

**C. APPROVE ORDER DESIGNATING SURPLUS PROPERTY.**

**D. APPROVE AGREEMENT WITH DR. RAY LUNA FOR JAIL INMATE MEDICAL SERVICES.**

**E. APPROVE USE OF \$42,300 FROM MAINTENANCE CAPITAL OUTLAY BUILDINGS (BUDGETED FUNDS) FOR JUVENILE PROBATION ROOF REPAIR (\$6,000), MAINTENANCE BUILDING ROOF REPAIR (\$12,900), SUB COURTHOUSE IN CORRIGAN ROOF REPAIR (\$16,000), TAX OFFICE DOOR REPLACEMENT (\$3,400) AND HUMAN RESOURCE OFFICE BULLET PROOF WINDOW INSTALLATION (\$4,000).**

**F. APPROVE REQUEST FROM SAM HOUSTON ELECTRIC COOPERATIVE FOR UTILITY EASEMENT FOR ABOVE GROUND SERVICE AT THE POLK COUNTY LANDFILL CONTINGENT UPON CONFIRMATION FROM SANTEK ENVIRONMENTAL THAT PLACEMENT OF THE POLES AND ELECTRICAL LINES WILL NOT DISRUPT OPERATIONS.**

**G. APPROVE AGREEMENT WITH CITY OF LIVINGSTON FOR (LVFD) FIREFIGHTING SERVICES.**

**H. APPROVE USE OF \$3,959 FROM AGING CAPITAL OUTLAY (BUDGETED FUNDS) FOR PURCHASE OF NEW COMMERCIAL KITCHEN REFRIGERATOR.**

**I. APPROVE AN INCREASE TO THE CHANGE FUND OF THE COUNTY CLERK, AS RECOMMENDED BY THE COUNTY AUDITOR.**

**J. APPROVE SHERIFF'S REQUEST FOR MEMORANDUM OF UNDERSTANDING FOR HOUSING OF ANGELINA COUNTY INMATES IN POLK COUNTY JAIL.**

**K. RATIFY "NO CHANGE" IN COUNTY ROAD & BRIDGE FEE (\$10) AND CHILD SAFETY FEE (\$1.50) AUTHORIZED BY THE TEXAS TRANSPORTATION CODE, SEC. 502.401 - 502.403.**

**12. CONSIDER APPROVAL OF PERSONNEL MATTERS, AS FOLLOWS:**

**A. REVIEW AND CONSIDERATION OF PERSONNEL ACTION FORM REQUESTS SUBMITTED SINCE LAST MEETING AND REVIEW OF ANY AUTHORIZED EMERGENCY HIRING.**

**13. CONSIDER REQUESTS FOR REVISIONS AND/OR AMENDMENTS TO THE BUDGET, AS FOLLOWS:**

**A. FY2018 BUDGET REVISIONS AND AMENDMENTS, AS PRESENTED BY THE COUNTY AUDITOR'S OFFICE**

**14. CONSIDER APPROVAL OF OFFERS TO PURCHASE TAX FORECLOSED PROPERTIES, AS FOLLOWS;**

(PCT 2) Lot 29, Block 18, Section 2, Impala Woods, Cause #T14-028

(PCT 4) Lots 83-86, Section 6, Big Thicket Lake Estates, Cause #T14-069

Lot 5, Section 6, Indian Springs Lake, Cause #T17-118

15. CONSIDER APPROVAL OF RENEWAL OF INDEPENDENT CONTRACT AGREEMENTS WITH BARBARA HAYES - MEDICAL REVENUE SERVICES, INC. - FOR ADMINISTRATION OF COUNTY INDIGENT HEALTHCARE PROGRAM AND OVERSIGHT OF JAIL MEDICAL AND AGING PROGRAMS.
16. APPROVE SHERIFFS' AND CONSTABLES' FEES EFFECTIVE JANUARY 1, 2019 AND DIRECT NOTIFICATION TO STATE COMPTROLLER, PURSUANT TO TEX. LOC. GOV'T. CODE 118.131.
17. CONSIDER AND APPROVE EMERGENCY MANAGEMENT'S RECOMMENDATION FOR DISASTER DEBRIS MONITORING AND CONSULTING SERVICES.
18. CONSIDER APPROVAL OF PROPOSAL FROM GOODWIN-LASITER-STRONG TO PROVIDE ENVIRONMENTAL SERVICES FOR THE EMERGENCY WATERSHED PROTECTION PROGRAM – TAYLOR LAKE ROAD SLOPE EROSION – IN ACCORDANCE WITH THE REQUEST FROM THE NATURAL RESOURCES CONSERVATION SERVICE.

ADJOURN

By: Sydney Murphy, County Judge

Posted: Thursday –September 6, 2017



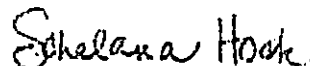
I do hereby certify that the above Notice of Meeting of the Polk County Commissioners Court is a true and correct copy of said Notice and that I posted a true and correct copy of said Notice in the Polk County Courthouse at a place readily accessible to the general public during normal business hours on Thursday – September 6, 2018 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 HOCK, COUNTY CLERK

BY: Ronae' Howard (Deputy)

FILED FOR RECORD

2018 SEP -6 PM 3:36

  
SCHELANA HOCK  
POLK COUNTY CLERK



September 11, 2018  
10:00 a.m.

**COMMISSIONERS COURT  
of Polk County**

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

**ADDENDUM to Posting #2018-094**

The following will serve to amend the Agenda of the Commissioners Court Meeting scheduled for September 11, 2018 at 10:00 A.M.

**AMEND TO REVISE:**

- 8. **DISCUSS AND TAKE ANY NECESSARY ACTION REGARDING SALARY SURVEY TRANSITION COSTS BUDGETED IN FY2019:**
  - A. CONSIDER PERSONNEL MANAGEMENT SYSTEM UPDATE TO INCLUDE JOB DESCRIPTION FOR ASSISTANT TO COMMISSIONER, AS PREVIOUSLY AUTHORIZED.
  - B. CONSIDER APPROVAL OF IMPLEMENTATION OF SALARY SCHEDULE.

Commissioners Court of Polk County, Texas

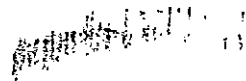
By: Sydney Murphy, County Judge

Dated: Friday, September 7, 2018

I, the undersigned County Clerk, do hereby certify that the above Addendum to the 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 Addendum and that I posted a true and correct copy of said Addendum at the door of the Polk County Courthouse at a place readily accessible to the general public at all times on Friday – September 7, 2018 and that said Addendum 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 HOCK, COUNTY CLERK

BY: Ronnie Howard (Deputy)



FILED FOR RECORD

2018 SEP -7 AM 8:46

*Schelana Hock*  
POLK COUNTY CLERK