

REGULAR SESSION MEETING DECEMBER 9, 2024

Be it remembered on the 9th day of December at 10:00 o'clock A.M., there was Begun and Holden a Regular Meeting of the Commissioner's Court in the Courthouse, in the town of Farwell, with the following members present, To-wit:

Isabel Izzy Carrasco	Judge
Kirk Frye	Commissioner Pct. #1
Charles Wilkins	Commissioner Pct. #2
Kenny White	Commissioner Pct. #3
Casey Russell	Commissioner Pct. #4
Sharon May	County Treasurer
Susie Spring	County Clerk

Also Present:

Juan Carlos Vidaurri, Member of the Public
Awyna Sanchez, Tax Assessor-Collector
Eric Geske, Sheriff
Mario Vidaurri, Chief Deputy
Jayme Schlabs, Captain SO
Amy Dudley

When the following was had and done, To-wit:

Call to Order

1. Prayer

Commissioner Frye led the Court in prayer to begin the meeting.

2. Pledge of Allegiance to the American Flag and the Texas Flag

The Court pledged their allegiance to the flags of the United States of America and the State of Texas.

3. Open Forum for Public Comments

There were no comments from members of the public.

4. Approve Minutes from Previous Meeting

Upon a motion to approve the minutes from the Regular Meeting on November 25, 2024, by Commissioner Russell, seconded by Judge Carrasco, the motion passed by a majority vote.

5. Consider Approval and Payment of Accounts Payable-Sharon May

Sharon May reported the Accounts Payable List for and December 4th and 9th 2024. Motion by Commissioner Wilkins, seconded by Commissioner Frye to approve Payment of the Accounts Payable as presented. Motion carried by majority vote. See attached.

6. Consider Treasurer's Payroll Report-Sharon May

Commissioner White made the motion to approve the Treasurer's Payroll Report for November 29, 2024, Commissioner Russell seconded and the motion passed by majority vote. See attached.

7. Consider and Discuss Approving Bond for City of Friona

The City of Friona recently became the subcontractor for the Tax Assessor-Collector to replace the Friona Chamber of Commerce. This allows the City to offer services Monday-Friday rather than the limited days the Chamber was functioning as the subcontractor.

The subcontractor must be bonded to collect the monies for the County.

Judge Carrasco made a motion for the bond to be approved. Commissioner Frye seconded the motion and the motion passed by majority vote.

8. Discuss the Overage Check from Juvenile Probation

This issue was discussed earlier this year. The Judge reported that out of the amount that was allocated for Juvenile Probation at the beginning of the year, \$36,303.16 is remaining. This has been deposited back into the General Account.

Judge Carrasco praised Jose Martinez for handling his office responsibly and not overspending.

9. Consider and Discuss Compliance with FLSA for 207K

After consultation with TAC consultant for Human Resources, A need was found to correct wording in the Handbook in regard to recordkeeping to determine overtime for FLSA 207K employees. See attached.

Upon discussion Commissioner Frye proposed an expansion of the wording to include "ending on Sunday at 11:59 PM" to follow "the work week shall begin at 12:01 AM on each Monday".

Upon motion by Commissioner Russell to approve the revision to the Handbook to include Commissioner Frye's suggested new wording, seconded by Commissioner Frye, the motion passed by majority vote.

10. Consider and Discuss Moving All Parmer County Employees to the Same Timesheet

Upon recommendation from TAC Human Resource Consultant that all County Employees utilize the same timesheet and turn them into the Treasurer's office on the same time frame, all County Employees will utilize the timesheet the SO is using.

Commissioner Frye made a motion to utilize the SO's timesheet for all employees. Commissioner Russell seconded the motion and the motion passed with majority vote. This time sheet will be utilized starting December 30, 2024. This will be a 4-week timesheet and turned in at the end of the reporting period.

11. Consider and Discuss Calculating both Sick and Vacation Time in Hours and Not Days

Judge Carrasco proposed a change to the wording of the calculation of sick and vacation time in the Handbook. He wanted to eliminate the wording of days earned to just utilize the language of hours earned.

This then devolved into a discussion of how both sick and vacation time are taken. Some people have different hourly requirements so indicating a half day or whole day might be confusing.

A proposal was presented to calculate sick hours taken in two hour increments. This was unacceptable for several reasons. Judge Carrasco then moved to table this issue until clear language could be written for inclusion in the Handbook. Commissioner Russell seconded and the motion passed by majority vote.

12. Consider and Discuss Pay for Holiday Hours: ½ Day vs. Full Day

Judge Carrasco, Sharon May and Mario Vidaurri all agreed to recommend that a holiday needed clarification in the Handbook that a Holiday is 8 hours unless worked and a half day holiday is 4 hours. If worked, the hours are paid at time and a-half plus the holiday paid hours that all employees receive. This occurs primarily for the 207 K employees.

Discussion ensued with more questions than agreement. Judge Carrasco moved to table this issue. Commissioner White seconded and the motion passed by majority vote.

13. Consider and Discuss Fire Reports

Fire reports from City of Farwell, City of Friona, City of Bovina, Lazbuddie and Rhea-Hollene Fire Departments were reviewed. There was inconsistency in the reporting among the Departments. Some Departments did not use the approved form sent out by the Treasurer. The reports are to be for the dates December 1st of the previous year through November 30th of this year. This reporting was not consistent with the requesting departments.

The Commissioners agreed that the Treasurer would send the form for next year and if not reported correctly, the Department would not be paid.

The following numbers were approved for each listed Department:

Farwell-58

Bovina-17

Friona-64

Lazbuddie-26

Rhea-3

For a total of 168

Based on percentage of total, the departments will be paid as follows:

Farwell-\$13,809.53

Bovina-\$4,047.62

Friona-\$15,238.09

Lazbuddie-\$6,190.47

Rhea-\$714.29

Upon a motion from Commissioner White to approve these reports and pay the money per call, seconded by Commissioner Russell, the motion passed with a majority vote.

14. Consider Any and All Matters Concerning the Parmer County Law Enforcement Center Including but not Limited to:

A. Consider and Discuss MOU with the City of Farwell Police Dept.

B. Consider and Discuss MOU with 27th Special Operations Wing, Cannon Air Force Base

The Sheriff reported 24 inmates housed in the Parmer County Jail. Eleven of the inmates are from Lamb County.

Sheriff Geske reported that the City of Farwell Police Department is seeking an MOU similar to the one the County had with the City of Friona when they were short staffed with Deputies.

The discussion is for \$55.00/hour when coverage from the Sheriff's Department is utilized. The agreement is for coverage every other weekend from Friday at 5 PM to Monday at 8 AM, while the Department is staffed only by the Chief of Police.

Upon a motion by Judge Carrasco to approve the MOU, seconded by Commissioner White, the motion passed by majority vote.

Sheriff Geske also presented a MOU between the 27th Special Operations Wing and the Sheriff's Office. This allows cooperation for response assistance.

The CAFB Special Operations Wing will also offer training and participation in active shooter and other training such as chemical, radiological, nuclear and explosive exercises. This also allows PCSO to utilize the CAFB military working dogs for explosives or drugs.

The Sheriff indicated that the County Attorney has reviewed this MOU. Upon a motion by Commissioner Frye to approve this agreement, seconded by Commissioner Russell, the motion passed with a majority vote.

With no further business to come before the Court, Commissioner White moved to adjourn. Commissioner Russell seconded and adjournment was called at 12:40 o'clock PM.

Suzie Spring
County Clerk



[Signature]
County Judge