

**MINUTES OF THE COMMISSIONERS COURT  
SPECIAL SESSION  
March 19, 2012**

BE IT REMEMBERED, that on the 19th day of March, 2012 A.D. at 10:08 a.m. the Honorable Commissioners Court of Wichita County, Texas met in special session at the Courthouse in Wichita Falls, Texas pursuant to adjourning March 12, 2012, with the following members present:

Honorable Woodrow W. Gossom, Jr., County Judge  
Commissioner Ray Gonzalez, Precinct No. 1  
Commissioner Pat Norriss, Precinct No. 2  
Commissioner Barry Mahler, Precinct No. 3  
Commissioner Bill Presson, Precinct No. 4

Invocation by Bob Hampton, County Treasurer

Pledge of Allegiance

Pledge to the Texas Flag

Presentation of Absolutely Incredible Kid Day Proclamation for Camp Fire USA.

Presentation of Proclamation Recognizing March 2012 as American Red Cross Month.

Motion made by Commissioner Presson and seconded by Commissioner Mahler to approve and authorize the following consent agenda items, 12.03.182 through 12.03.194:

12.03.182 To approve and ratify the minutes for March 12, 2012 regular session.

12.03.183 To file the District Clerk's Annual Plan for records archiving. A copy of the plan is attached hereto as Exhibit "A".

12.03.184 To record the following Commissioners and employees who attended the class on Spill Prevention Control & Countermeasures (SPCC) which complied with regulatory requirements of the Environmental Protection Agency 40 CFR Part 112 & 265, relating to oil pollution prevention and solid waste management plans:

Commissioner Norriss	Commissioner Gonzalez	Don Farmer
Commissioner Presson	Kevin Curren	Scott Minard
Rex Wells	Gary DeVore	Leon Crabtree
William Laughlin	Bill Davis	David Simon
Jerry Pruett	Robert C. Davis	

12.03.185 To file Summit invoice #INSM055415 in the amount of \$515.31 for mail machine ink tank and ink head with County Auditor for payment processing with payment from 100.409.4686, Mail Machine Lease/Maintenance.

12.03.186 To approve quote in the amount of \$310.00, plus shipping if necessary, from One Nine Solutions for 2,500 Capias Pro Fine Postcards for Judge Gossom's Office. To be paid from 100.403.3104, Printed Material.

12.03.187 To file Trinity Air Conditioning, Inc. invoice #12010503 in the amount of \$2,754.00 for servicing jail chiller with County Auditor for payment processing with payment from 100.511.4454, Repair and Maintenance, Building Equipment.

12.03.188 To file Trinity Air Conditioning, Inc. invoice no. 12012410 in the amount of \$1,745.81 and invoice no. 12020702 in the amount of \$780.00 for boiler repairs with County Auditor for payment processing with payment from 100.511.4454, Repair & Maintenance, Building Equipment.

12.03.189 To file Trinity Air Conditioning, Inc. invoice no. 11110404 in the amount of \$673.27 for boiler repair with County Auditor with payment from 100.511.4454, Repair & Maintenance, Building Equipment.

12.03.190 To renew and authorize County Judge to sign the Wichita County Tax Abatement Policy declaring Wichita County's eligibility and intention to participate in the tax abatement program to promote development/redevelopment in certain areas of the county. A copy of the Memorandum is attached hereto as Exhibit "B".

12.03.191 To approve and authorize the appointment of Ms. Becky Trammell to the Wichita County Historical Commission for a term to expire December 31, 2012.

12.03.192 To advertise for bids for one  $\frac{3}{4}$  ton pickup for Precinct #4.

12.03.193 To transfer \$10,000.00 from the Employee Health Insurance Reserve Fund (702.901.7011) to the Cafeteria Plan (701.901.7020) to cover the Cafeteria Plan's negative fund equity of \$8,425.00 at 12/31/2011.

12.03.194 To approve the IT Department's attached inventory list of computers to be written off as destroyed or otherwise disposed of.

Motion carried unanimously.

12.03.195 Motion made by Commissioner Norriss and seconded by Commissioner Gonzalez to approve the emergency and regular bills for payment. A copy of the bills is attached hereto as Exhibit "C".

Motion carried unanimously.

12.03.196 Motion made by Commissioner Mahler and seconded by Commissioner Norriss to approve posting a job announcement to the public and hire one (1) regular, full-time Equipment Operator position (223.230.02) in Precinct #3, Road and Bridge Section, at Grade 12, Steps A-C.

Motion carried unanimously.

12.03.197 Motion made by Commissioner Norriss and seconded by Commissioner Presson to approve quote from Texas A&M for a Dell Latitude Notebook 6520 for the Ag Extension office at a price not to exceed \$850.00. To be paid from 100.665.3152 to the appropriate line as determined by the County Auditor.

Motion carried unanimously.

12.03.198 Motion made by Commissioner Presson and seconded by Commissioner Mahler to approve the request that Justice of the Peace performing inquest duties be reimbursed mileage in accordance with the county travel policy. Funds will be transferred from General Fund Non-Departmental Contingency (100.409.4902) to the appropriate travel line designated by the County Auditor as follows: \$750.00 allowance for JP 1-1 and JP 1-2 and \$250.00 allowance for each outlying JP 2, 3, and 4. Travel reports must be submitted through the County Judge on a monthly basis. All reports are due by the 10<sup>th</sup> of the month following or will not be paid. The policy is effective starting the current month of March, 2012.

Motion carried unanimously.

12.03.199 Motion made by Commissioner Mahler and seconded by Commissioner Gonzalez to approve Southwest Data's quote to prepare voter registration cards to assist County Clerk at a cost not to exceed \$7,500.00 to be paid from the General Contingency Fund to the appropriate line in Dept. 491, Voter Registration, designated by the County Auditor. Funding for postage will be considered at a later date.

Motion carried unanimously.

12.03.200 Motion made by Commissioner Presson and seconded by Commissioner Norriss to amend Court Order Number 12.01.55 of January 23, 2012 for repair of Constable #1 Dodge Durango to change authorized amount from up to \$1,020.00 to actual billed amount of \$1,300.53 and adding additional repairs invoiced at \$966.95 by the City and filing the invoice with the County Auditor for payment processing with payment from Dept. 550 budget lines as determined by the County Auditor and additional funding, if needed, to be considered at a later date.

Motion carried unanimously.

12.03.201 Motion made by Commissioner Presson and seconded by Commissioner Norriss to approve purchases made by Constable #1 on GT Distributors invoice no. 0383953 in the amount of \$132.94 for jacket and invoice no. 0384053 in the amount of \$9.99 for jacket police panel to be paid by transfer to the appropriate line as determined by the County Auditor.

Motion carried. Commissioner Gonzalez, Commissioner Norriss, Commissioner Mahler and Commissioner Presson voted in favor. Judge Gossom voted against.

12.03.202 Motion made by Commissioner Presson and seconded by Commissioner Mahler to approve up to \$5,000.00 to be used from the County Wide Records Management Fund 237 and / or transferred from the General Fund Non-Departmental Contingency line item (100.409.4902) for records destruction by Albert's Record Management. Expense will be assigned by the Auditor to the County Wide Records Management Fund.

Motion carried unanimously.

12.03.203 Motion made by Commissioner Presson and seconded by Commissioner Mahler to accept quote for additional concrete driveway/parking/unloading area for west parking lot at down ramp to Travis Street in the amount of \$1,275.00 from M & F Litteken Company to be paid from Permanent Improvement Fund.

Motion carried unanimously.

12.03.204 Motion made by Commissioner Mahler and seconded by Commissioner Gonzalez to authorize County Judge to sign Scope of Work for Engagement of Services from Lynn, Ross, Smith & Gannaway, LLP. A copy of the Scope of Work is attached hereto as Exhibit "D".

Motion carried unanimously.

With no further action to be taken, the Commissioners Court adjourned at 11:28 a.m. to meet in special session on Monday, March 26, 2012 at 10:00 a.m. in the Commissioners Court Room.

ATTEST:

\_\_\_\_\_, Deputy  
LORI BOHANNON, COUNTY CLERK  
WICHITA COUNTY, TEXAS

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WOODROW W. GOSSOM, JR., COUNTY JUDGE  
WICHITA COUNTY, TEXAS