

**MINUTES OF THE COMMISSIONERS COURT  
SPECIAL SESSION  
FEBRUARY 25, 2013**

BE IT REMEMBERED, that on the 25<sup>th</sup> day of February, 2013 A.D. at 10:07 a.m. the Honorable Commissioners Court of Wichita County, Texas met in special session at the Courthouse in Wichita Falls, Texas pursuant to adjourning February 11, 2013, 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 Dr. John Ward, Chaplain

Pledge of Allegiance

Pledge to the Texas Flag

Proclamation recognizing March 2013 as American Red Cross Month accepted by Tommy Smyth, County Tax Assessor/Collector and member of the Red Cross Executive Board.

Motion made by Commissioner Presson and seconded by Commissioner Mahler to approve and authorize the following consent agenda items 13.02.118 through 13.02.135, with an adjustment to Item #13:

13.02.118 To approve and ratify the minutes for February 11, 2013 regular session.

13.02.119 To file Judicial Education Record, September 1, 2012 – August 31, 2013 with carryover of 16 hours of judicial education from 2012 received from the Texas Association of Counties for County Judge Woodrow Gossom, Jr.

13.02.120 To file Hill's Pet Nutrition Sales, Inc. invoice no. 219863681 in the amount of \$593.88 for Sheriff's Office Drug Dog food to be paid from 100.560.3303, Drug Dog Expenses.

13.02.121 To file Wilbourn & McCabe invoice no. 8499 in the amount of \$1,864.11 with the County Auditor for payment processing for Courthouse 3<sup>rd</sup> floor air handler work and repairs with payment from 100.510.4454, Repair & Maintenance, Building Equipment.

13.02.122 To file the following Wilbourn & McCabe Plumbing Co. invoices totaling \$2,760.00 with the County Auditor for payment processing for sewer line repairs and replacement at Iowa Park Annex with payment from budgeted lines 100.513.4452 and 100.513.4454, Repair & Maintenance, Building & Equipment, by transfer as appropriate.

<u>Invoice No.</u>	<u>Amount</u>
8815	\$2,135.00
8768	430.00
8729	<u>195.00</u>
TOTAL	\$2,760.00

13.02.123 To file City Auto Sales invoice no. 04352 in the amount of \$2,075.00 with the County Auditor for payment processing for repairs to Sheriff's Office Unit #65 with payment from 100.560.4456, Repair & Maintenance, Vehicles.

13.02.124 To file Davis Electric Co. invoice no. 16372 in the amount of \$1,660.00 with the County Auditor for payment processing for electrical work with payment from 225.250.5001, Capital Expenditures, by transfer to budget line as appropriate, in conjunction with Court Order 12.12.799 of December 10, 2012 for Iowa Park tower communication improvements.

13.02.125 To authorize payment of wellness blood screens and/or PSA testing for all regular full-time County employees. Testing will also be paid by Wichita County for employees dependents covered under Wichita County Health Insurance Plan. To be paid from the health insurance reserve fund at rate of \$15.00 per person/per test. Part-time employees, CSCD employees, retirees and dependents may pay for testing at a rate of \$15.00 per test per person.

13.02.126 To file Southern Tire Mart work order invoice no. 59060958 in the amount of \$1,000.38 with the County Auditor for payment processing for 2 tires and installation for joint use belly dump trailer with payment from 225.250.5001, Capital Expenditures, by transfer to budget line as appropriate.

13.02.127 To file C & I Electronics Inc. invoice no. 75265 in the amount of \$2,210.00 with the County Auditor for payment processing for installing courthouse security cameras with payment from 236.400.5001, Capital Expenditures, by transfer to budget line as appropriate.

13.02.128 To file Red River Refrigeration, Inc. invoice no. 5759 in the amount of \$765.22 with the County Auditor for payment processing for repair of the ice machine in the jail with payment from 100.561.4466, Repair & Maintenance, Other Machinery & Equipment.

13.02.129 To authorize the County Judge to sign the Agreement for the Care of Estrays with Dennis Brooks. A copy of the agreement and fee schedule are attached hereto as Exhibit "A".

13.02.130 To file Wichita Telephone invoices no. 9978 in the amount \$222.55 and no. 9984 in the amount of \$564.00 with the County Auditor for payment processing for wiring for time reporting system to be paid from 100.409.56132012, Time Clock System, funded from 100.409.5001.

13.02.131 To authorize Commissioners and County Judge to sign Nortex Regional Planning Commission Proxy/Alternate Designation of 2013 designating Commissioner Norriss as Proxy and Judge Gossom as Alternate Representatives. A copy of the designation is attached hereto as Exhibit "B".

13.02.132 To approve the renewal of 23 IBM Universe annual user licenses through Tyler technologies at a total cost of \$1,753.75 with payment from 100.411.4671, TSG Contract Costs - Lease /Maintenance Software. A copy of the renewal is attached hereto as Exhibit "B-1".

13.02.133 To transfer funds as needed for the 2012 year end Worker's Compensation entry required by GASB 34. Funds will be transferred in the following order:

- 1) From within the departmental budget's Salaries and Benefits Major Category.
- 2) From the department's Supplies and Operations Major Category.
- 3) If there are not sufficient funds remaining in the departmental budget, transfer from General Fund Non-Departmental Contingencies.

All departments have sufficient funds within the Salaries and Benefits Major Category, except for the following departments which did not have enough left in the Salaries & Benefits Major Category to cover the accruals:

- Dept. 406 – Emergency Management will transfer funds from 406 Supplies & Operations.
- Dept. 412 – Information Technology will transfer funds from 412 Supplies & Operations.
- Dept. 428 – DED will transfer funds from 428 Supplies & Operations.
- Dept. 440 – 30<sup>th</sup> District Court will transfer funds from 440 Supplies & Operations.
- Dept. 442 – 89<sup>th</sup> District Court will transfer funds from 442 Supplies & Operations.
- Dept. 444 – CCL #1 will transfer funds from 444 Supplies & Operations.
- Dept. 446 – CCL Probate Clerk will transfer funds from 446 Supplies & Operations.
- Dept. 455 – Justice of the Peace Pr 1 Pl 1 will transfer funds from 455 Supplies & Operations.
- Dept. 551 – Constable Precinct #2 will transfer funds from 551 Supplies & Operations.
- Dept. 237 – County Wide Records Mgt. will transfer funds from 237 Supplies & Operations.
- Dept. 510 – Courthouse Facility will transfer funds from 100.409.4902 Non Dept. Contingencies.
- Dept. 550 – Constable Precinct #1 will transfer funds from 100.409.4902 Non Dept. Contingencies.
- Dept. 562 – Courthouse Security will transfer funds from 562 Supplies & Operations and from 100.409.4902 Non Dept. Contingencies.

13.02.134 To authorize County Judge to sign FY 2012 Chapter 59, Asset Forfeiture Report as submitted by Sheriff Office and reviewed by Auditor's Office. A copy of the report is attached hereto as Exhibit "C".

13.02.135 To advertise for bids for 5 vehicles for Sheriff Office (4 ea. patrol cars, 1 ea. vehicle for Sheriff).

Motion carried unanimously.

13.02.136 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 "D".

Motion carried unanimously.

13.02.137 Motion made by Commissioner Norriss and seconded by Commissioner Presson to take the Service Truck Bid received from Four Stars Auto Ranch under advisement and bring back in one week.

Motion carried unanimously.

13.02.138 Motion made by Commissioner Presson and seconded by Commissioner Norriss to approve quote from Airgas USA, LLC for a Miller Bobcat 225 Kohler engine welder at a cost of \$3,295.46, to be paid from 224.240.5001, Precinct 4 Capital Expenditures and assigned to the appropriate budget line in Precinct 4 by the County Auditor.

Motion carried unanimously.

13.02.139 Motion made by Commissioner Norriss and seconded by Commissioner Presson to authorize the 78<sup>th</sup> District Court to provide an interpreter, per court order, from the Deaf Action Center, located in Dallas, Texas, for Cause number 52,563-B, The State of Texas vs. Antonio Leija, Jr. Invoice following will be paid from 100.443.4130, Interpreter Fees.

Motion carried unanimously.

No action was taken on General Business Item #5 regarding the purchase of a vehicle for the Emergency Management Office. Will bring back in one week.

13.02.140 Motion made by Commissioner Norriss and seconded by Commissioner Gonzalez to accept and approve quote from Kent's Tire Service, Inc. in the amount of \$913.26 for two (2) each Goodrich 11R24-5 tires mounted on Precinct #2 rock truck to be paid from 222.220.4456, Repair & Maintenance, Vehicles.

Motion carried unanimously.

13.02.141 Motion made by Commissioner Mahler and seconded by Commissioner Norriss to approve the posting of a Job Announcement to hire one (1) Regular, Full-Time Collections Clerk position (100.560.53) in the Wichita County Sheriff's Office (Warrants and Collections Office), and to fill the position at a salary of \$2,352.80 per month, and to be hired immediately following the selected applicant's successful completion of all pre-employment testing, if required.

Motion carried unanimously.

13.02.142 Motion made by Commissioner Presson and seconded by Commissioner Mahler to authorize Information Technology to purchase a Canon, DR-6030C High Speed Document Scanner, or equivalent, for the Sheriff's Office at a cost not to exceed \$3,000.00, plus shipping, if not free, with payment from 100.409.5001, Capital Expenditures by transfer to proper budget line as determined by Auditor.

Motion carried unanimously.

13.02.143 Motion made by Commissioner Mahler and seconded by Commissioner Gonzalez to approve a motion to be read as follows:

For the local option election to be held on May 11, 2013 in Justice Precinct #3 the boundaries for local option status for Justice Precinct #3 shall be the boundaries existing when the current local option status was put into effect and not as changed by census redistricting.

Motion carried unanimously.

No action taken on General Business Item #10 to award the bid for Motor Grader. Will bring back in one week.

The Court went out of open session at 10:48 a.m. and into closed session at 10:55 a.m. for a briefing and discussion regarding Precinct 1, Place 2, Justice of the Peace Chief Clerk. Meeting was closed pursuant to Section 551.074 (Personnel Matters).

The Court went out of closed session at 11:02 a.m. and reconvened in open session at 11:03 a.m. with the following actions taken:

13.02.144 Motion made by Commissioner Presson and seconded by Commissioner Gonzalez to approve the action to hire one Temporary Clerk in the Justice of the Peace, Precinct 1, Place 2 Office to work up to twenty (20) hours per week for a period of up to 12 weeks, and to compensate the Temporary Clerk at an hourly rate of pay up to \$9.50 per hour, plus temporary staffing agency billing fees up to \$3.99 per hour for a total of \$13.49 per hour. Temporary positions will have no County employee benefits.

Motion carried unanimously.

13.02.145 Motion made by Commissioner Norriss and seconded by Commissioner Mahler to approve the use of a cell phone for Marci Avery for up to nine weeks for Precinct 1, Place 2, Justice of the Peace Office purposes at a cost of \$3.99 per month and \$0.08 per minute to be paid from General Fund Contingency by transfer to Precinct 1, Place 2 Justice of the Peace budget, if and as required.

Motion carried unanimously.

With no further action to be taken, the Commissioners Court adjourned at 11:05 a.m. to meet in special session on Monday, March 4, 2013 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