

**MINUTES OF THE COMMISSIONERS COURT
SPECIAL SESSION
JANUARY 19, 2016**

BE IT REMEMBERED, that on the 19th day of January, 2016 A.D. at 10:00 a.m., the Honorable Commissioners Court of Wichita County, Texas met in a special session at the Courthouse in Wichita Falls, Texas pursuant to adjourning January 11, 2016, with the following members present:

Honorable Woodrow W. Gossom, Jr., County Judge
Commissioner Ray Gonzalez, Precinct No. 1
Commissioner Lee Harvey, Precinct No. 2
Commissioner Barry Mahler, Precinct No. 3
Commissioner Jeff Watts, Precinct No. 4

Invocation by Mr. Joseph Schaeffer

Pledge of Allegiance

Pledge to the Texas Flag

Motion made by Commissioner Mahler and seconded by Commissioner Watts to approve and authorize the following consent agenda items 16.01.21 through 16.01.35, with the move of item #16 to General Business:

- 16.01.21 To approve and ratify the minutes for the January 11, 2016 regular session.
- 16.01.22 To amend Court Order 15.12.782 dated December 28, 2015 to include \$71.00 to complete the total VFIS of Texas invoice #29315 in the amount of \$2,071.00 for Mass Casualty and Rehab Unit insurance renewal for term period October 16, 2015 through October 15, 2016.
- 16.01.23 To approve the Ag Extension Office's Expenditure Certification for 2015.
- 16.01.24 To rescind the action of Court Order 15.11.705 regarding an agreement for personal services between Jeffrey S. Ward & Associates, Inc. and Wichita County.
- 16.01.25 To release current balance in Leigh Eickman's scholarship fund to Leigh Eickman/University of North Texas.
- 16.01.26 To accept milling donations from TxDot 287 construction project.
- 16.01.27 To authorize County Judge to sign certificate of Substantial Completion for Project 13722.00, County Clerk Office, General Construction. A copy of the certificate is attached hereto as Exhibit "B".
- 16.01.28 To approve the employment of two part-time phone operators from MyStaf to overlap the regular full-time operator's vacation time beginning February 2, 2016 until her retirement on February 29, 2016, at \$10.00 per hour, plus staffing agency fees, with all costs to be covered from funds budgeted in the 2016 Department 409 Personnel budget by transfer(s) from and to budget lines as determined by the County Auditor.
- 16.01.29 To transfer \$1,432.00 from 100.524.4452, General Fund, Lindeman Building, Repairs and Maintenance/Buildings to 100.524.57032015, General Fund, Lindeman Building, Water Cooling Tower Valve Replacement.
- 16.01.30 To recognize the receipt of an annual salary supplement increase pertaining to the Constitutional Judge's salary supplement pay as an unanticipated revenue source that was not included in the original budget for 2015. County Auditor further recommends that the salary supplement increase be recognized as revenue in the 2015 budget and therefore available for appropriation. This formal budget amendment will increase both revenues and expenditures by \$5,655.00, the amount of the annual salary supplement increase.

16.01.31 To amend Court Order 15.04.249, dated April 20, 2015 to read as follows:

To authorize purchase of a 2016 Ford F-350 Chassis Cab with service body at quoted price of \$41,763.24 from Sam Pack's Five Star Ford for Precinct #4 with payment from 224.240.5801, Budget Only Infrastructure Projects, by transfer to budget line as assigned by the County Auditor.

16.01.32 To authorize the transfer of \$125,409.00 to fund Health Insurance for the Juvenile Probation Department, line 100.570.2106. Transfer will be taken from General Fund Contingencies.

16.01.33 To file application and certificate for payment #2 in the amount of \$32,7338.90 payable to Brazos Restoration and Waterproofing, Inc. with the County Auditor for payment processing for Courthouse Exterior Waterproofing Project with payment from Permanent Improvement Fund.

16.01.34 To file application and certificate for payment #6 (final) in the amount of \$20,121.00 payable to Falls Construction Co. with the County Auditor for payment processing for the County Clerk Office Renovation Project with payment from the Permanent Improvement Fund.

16.01.35 To authorize Harper Perkins Architects to move forward with Request for Proposals for maintenance projects for the Sprague Jail Annex roof and showers.

Motion carried unanimously.

16.01.36 Motion made by Commissioner Watts and seconded by Commissioner Harvey to approve the emergency and regular bills for payment.

Motion carried unanimously.

Received a year in review briefing on collections from Tony Fidelie of Perdue, Brandon, Fielder, Collins & Mott L.L.P. and Tommy Smyth, Wichita County Tax Assessor/Collector.

Received presentation by Mandy Patlan on information and promotional items for the Veteran's Service Office.

16.01.37 Motion made by Commissioner Watts and seconded by Commissioner Gonzalez to authorize Veteran's Service Office to purchase promotional items such as brochures and polo shirts, and to transfer up to \$2,000.00 for payment from 100.405.4304, Travel/Out of County, Employee to 100.405.4405, Advertising, or to appropriate line(s) as determined by the County Auditor.

Motion carried unanimously.

16.01.38 Motion made by Commissioner Gonzalez and seconded by Commissioner Watts to authorize IT Department to purchase a desk and office chair for the new IT Help Desk position from Midwest Office Supply at their quoted price of \$1,733.67 to be paid by transfer from 100.412.3153, Office Equipment, to appropriate line as determined by the County Auditor.

Motion carried unanimously.

16.01.39 Motion made by Commissioner Mahler and seconded by Commissioner Watts to authorize IT Department to purchase parts from Bass Computers for an IT built computer for the IT Help Desk position not to exceed \$2,000.00 to be paid from 100.412.3152, Office Equipment.

Motion carried unanimously.

16.01.40 Motion made by Commissioner Watts and seconded by Commissioner Mahler to authorize IT Department to renew Barracuda Backup Server 890 Energizer Updates and Instant Replacement for 1 year from Parity Consultants.

Barracuda Backup Server 890 1 year Energizer Updates	- \$3,271.81
Barracuda Backup Server 890 1 year Instant Replacement	- \$3,999.08

To be paid from 100.412.3151, Computer Software.

Motion carried unanimously.

16.01.41 Motion made by Commissioner Watts and seconded by Commissioner Gonzalez to revise the Wichita County Vacation Policy as follows:

3.08-2 ORIGINAL *All vacation leave shall be based upon the anniversary date of employment. For example, an employee hired on the 12th day of the month receives the monthly accrual on the 12th of every month after completing six months of employment.*

3.08-2 REVISED **All vacation leave shall be based upon the anniversary date of her or his most recent full time hire date. For example, an employee hired on the 12th day of the month receives the monthly accrual on the 12th of every month after completing six months of employment. If the employee is hired on the 29th, 30th or 31st of a month, the employee will accrue vacation hours on the anniversary date or end of the month, whichever comes first.**

3.08-3 ORIGINAL *Employees earn 84 hours (10.5 days) of vacation per year for the first 10 years (120 months) of employment. Vacation accrues at the rate of 7.0 hours per month. Vacation accruals are credited on the anniversary date of employment each month.*

3.08-3 REVISED **Employees earn 84 hours (10.5 days) of vacation per year for the first 10 years (120 months) of employment. Vacation accrues at the rate of 7.0 hours per month.**

Motion carried unanimously.

16.01.42 Motion made by Commissioner Watts and seconded by Commissioner Harvey to approve First Bank quote for purchase of six (6) vehicles for the Sheriff's Office and approve County Judge to sign lease agreement pending final review by legal counsel.

Motion carried unanimously.

Consent Agenda item #16 concerning jail work orders was discussed with no action taken.

With no further action to be taken, Commissioners Court was adjourned at 12:03 p.m. and will meet in a special session on Monday, January 25, 2016 at 10:00 a.m. in the Commissioners Courtroom.

ATTEST:

_____, Deputy
LORI BOHANNON, COUNTY CLERK

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