

**MINUTES OF THE COMMISSIONERS COURT  
SPECIAL SESSION  
JULY 18, 2016**

BE IT REMEMBERED, that on the 18<sup>th</sup> day of July, 2016 A.D. at 10:06 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 July 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 Bob Hampton, County Treasurer

Pledge of Allegiance

Pledge to the Texas Flag

Motion made by Commissioner Harvey and seconded by Commissioner Gonzalez to approve and authorize the following consent agenda items 16.07.413 through 16.07.428:

16.07.413 To approve and ratify the minutes for the July 11, 2016 regular session.

16.07.414 To file the Texas A & M AgriLife Extension Agents' Monthly Reports for June, 2016.

16.07.415 To file Texoma Heating & Air Inc. invoice #7014 in the amount of \$2,453.10 with the County Auditor for payment processing for servicing courthouse chiller with payment from 100.510.4454, Repair & Maintenance, Building Equipment.

16.07.416 To file application and certificate for payment number 2 in the amount of \$28,035.00 payable to NBR Construction Co., LLC with the County Auditor for payment processing for work on Sprague Jail Shower Renovation project with payment from Permanent Improvement Fund.

16.07.417 To file Harper Perkins Architects, Inc. invoice number 3 in the amount of \$517.41 with the County Auditor for payment processing for architectural services and reimbursable items for Sprague Jail Shower Renovations with payment from Permanent Improvement Fund.

16.07.418 To approve and authorize the County Judge to sign the Contract for Jail Confinement Service with Jack County, Texas, and Contract for Inmate Housing Services with Young County Texas. A copy of the Contract is attached hereto as Exhibit "A".

16.07.419 To receive the quarterly report from the Wichita County District Attorney's office regarding Drug Enforcement Division.

16.07.420 To reimburse Constable Precinct #3 \$40.00 per month for cell phone usage with payment from 100.552.4344, Cellular Phone.

16.07.421 To amend Constable Precinct #1 travel budget by transfer of \$500.00 from budget line 100.550.3602, Gas & Diesel to budget line 100.550.4304, Travel / Out of County Employee.

16.07.422 To file Bruckner Truck Sales invoice #547789WS in amount of \$3385.25 with County Auditor for payment processing for repair of Precinct #4 International Truck Unit #7 with payment form 224.240.4458, Repairs & Maintenance Road Equipment.

16.07.423 To correct 2016 Budget Position and Salaries Listing for Department 551, Constable #2 and Department 552, Constable #3 to \$25,446.00 effective January 1, 2016 as noted on Notice 2016 Salary and Personal Expense dated July 22, 2015 which was sent to each elected official. Note – Incorrect amount of \$26,446.00 was listed in the 2016 Budget. The correct amount has been paid since January 1, 2016.

16.07.424 To file Texoma Heating & Air Inc. invoice #7186 in amount of \$2039.09 with County Auditor for payment processing for adding 60 lbs. R-22 refrigerant to Courthouse chiller with payment form 100.510.4454, Repairs & Maintenance Building Equipment.

16.07.425 To implement Wichita County Estray Fees schedule for reimbursement of estray costs.

16.07.426 To request authorization to purchase approved budgeted items (see attached quote) from Dell Inc., in the amount of \$32,488.65 plus shipping, to be paid by from 100.412.5001 Capital Expenditures, and transferred to the appropriate line as determined by the Wichita County auditor. Hardware will support upgrade of Microsoft Exchange Server (e-mail) system, upgrade domain controllers, and upgrade administrative server.

16.07.427 To request authorization to purchase approved budgeted SCALE Computing hardware/software (see attached quote) from Parity Consulting in the amount of \$45,109.79 to support the Microsoft Share Point Server, to be paid from 100.412.5001 Capital Expenditures, and transferred to the appropriate line as determined by the Wichita County auditor.

16.07.428 To request a transfer of \$35,000 from General Fund Non-Departmental Contingencies (100.409.4902) to the Cafeteria Plan (Fund 701) to cover the Cafeteria Plan's projected negative fund equity after the 2016 plan year. Employees are allowed to continue to expend funds from the 2016 plan year until March 15, 2017.

The Cafeteria Plan Fund's sole source of "income" is from County employees' payroll deductions. Theoretically, all the money deducted from employees' paychecks will be redistributed as reimbursements. The service provider for the County's cafeteria plan charges monthly fees for each enrolled employee. Because the Cafeteria Plan fund does not generate enough income to cover the administrative fees, the General Fund makes an annual cash transfer to cover those costs. Plan fees for 2016 will be approximately \$12,100.

The County receives a large financial benefit when employees use the cafeteria plan. This is because the County is not required to make FICA tax contributions on employees' cafeteria plan deductions. In 2016, contributions to the Cafeteria Plan Fund from County employee's payroll deductions are projected to total over \$923,000. That will save over \$70,000 in FICA taxes. The FICA tax savings are realized in the funds that actually incur the payroll expense - General Fund, Road and Bridge Funds and certain grant funds.

According to IRS rules, an employee's entire contribution is available for use on the first day of the plan year - January 1. However, contributions are deducted biweekly over 12 months. Sometimes when an employee separates from service before the end of the year, the reimbursements paid out may exceed the contributions paid in. Conversely, some employees don't utilize the full amount that s/he has contributed throughout the year. Either way, the plan absorbs the shortfall or excess.

In 2016, the Cafeteria Plan Fund is projected to end the plan year with a fund equity deficit of \$33,025.64. The General Fund must make an additional contribution to cover the 2016 shortfall. Administrative fees and the shortfall from terminated employees will total approximately \$20,830. The estimated gross FICA savings of \$70,000 will yield the County wide net savings of \$49,800 in 2016.

Motion carried unanimously.

16.07.429 Motion made by Commissioner Gonzalez and seconded by Commissioner Mahler to approve the emergency and regular bills for payment.

Motion carried unanimously.

16.07.430 Motion made by Commissioner Gonzalez and seconded by Commissioner Watts to draw six total names for the selection of the public members to serve on the 2016 Salary Grievance Committee. The first three names drawn will serve as members of the Committee; the last three names drawn will serve as alternates. Selected as members were Billy Ray McCalip, Tamara Sanders, and Randy Catlin; selected alternates were Angel Bromley, Hugh Halpain, and Treva Clifton.

Motion carried unanimously.

16.07.431 Motion made by Commissioner Mahler and seconded by Commissioner Watts to purchase approved budgeted software from SHI, in the amount of \$193,284.83 to be paid from 100.412.3151 Computer Software.

Motion carried unanimously.

Reviewed and discussed jail work orders with no action taken.

Court recessed at 10:35 a.m. and went into a work session at 11:01 a.m. for general budget discussions.

Court recessed for lunch at 11:32 a.m. and went back into a work session at 1:32 p.m. for General discussions on radio proposal from City of Wichita Falls and general budget discussions.

With no further action to be taken, Commissioners Court was adjourned at 4:38 p.m. and will meet in a special session on Monday, July 25, 2016 in the Commissioners Courtroom.

ATTEST:

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

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