

**MINUTES OF THE COMMISSIONERS COURT
SPECIAL SESSION
JANUARY 3, 2017**

BE IT REMEMBERED, that on the 3rd day of January, 2017 A.D. at 10:03 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 December 30, 2016, with the following members present:

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

Invocation by Steve Sparks, CEO & Director of Faith Mission and Faith Refuge

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 17.01.01 through 17.01.19:

- 17.01.01 To approve and ratify the minutes for December 27, 2016 special session and the December 30, 2016 work session.
- 17.01.02 To reappoint R.J. Bob Hampton, County Treasurer, as Financial Advisor over the Interest and Sinking Fund and as Investment Officer to invest all county funds whenever available for 2017.
- 17.01.03 To continue employment of county employees for 2017.
- 17.01.04 To pay hourly county road workers up to \$10.00 per hour, plus salary or agency expense during 2017.
- 17.01.05 To authorize the County Treasurer to release the county payroll on designated paydays for 2017 (Bi-weekly and Fridays) and on days other than the routine days when holidays or other events preclude processing on the regular paydays.
- 17.01.06 To authorize County Judge to sign Electronic Recording Trusted Submitter (Company) Agreement. A copy of the Agreement is attached hereto as Exhibit "A".
- 17.01.07 To file Tyler Technologies invoice #020-13185 in the amount of \$47,668.75 with the County Auditor for payment processing for software services with payment from Fund 414 budget line as assigned by the Auditor.
- 17.01.08 To file City of Wichita Falls invoice #12-16SD in the amount of \$2,426.50 for repair to Sheriff's Office 2010 Ford Explorer to be paid by transfer from Department 561 Supplies and Operations Budget, as available, to line to be determined by the County Auditor.
- 17.01.09 To accept and approve the Criminal District Attorney's 2017 Anticipated Budget for the Forfeiture Fund.
- 17.01.10 To accept and approve the Criminal District Attorney's 2017 Anticipated Budget for the Hot Check Fund.
- 17.01.11 To accept and approve the Criminal District Attorney's 2017 Anticipated Budget for the DED Forfeiture Fund.
- 17.01.12 To file Ralph's & Expressway Stations invoice #262610 in the amount of \$1,776.00 with the County Auditor for six (6) 10R225 tires with balance and installation for Precinct #4 with payment from 224.240.3610, Tires, by transfer from other Department 224 budget lines if needed.

17.01.13 To file Mark's Plumbing invoice #001571657 in the amount of \$2,281.44 with the County Auditor for payment processing for plumbing parts for courthouse jail with payment from 100.511.3312, Maintenance & Carpentry Supplies, by transfer from other Department 511 budget lines is needed.

17.01.14 To file Martin's Auto Sales invoice #250304 in the amount of \$5,232.60 for repair to Sheriff's Office 2013 Dodge Charger's (Unit #31) right front side to be paid by transfer from Department 560 Supplies and Operations Budget, as available, to line to be determined by the County Auditor.

17.01.15 To amend Court Order 16.10.669 dated October 31, 2016 to read as follows:

To approve quotes from G.A.L. Horticulture Services to complete landscaping of north parking lots at estimated price of \$27,846.00 for parking lot #1 and \$19,556.25 for parking lot #2 for total of \$47,402.25 to include permit fees and extra controllers to be paid from Permanent Improvement Fund or the Limited Tax Note Series 2016, and authorize County Judge to sign Notice to Proceed Letter.

17.01.16 To ratify County Judge's signature on the Addendum to West Order Form for WestlawPRO Orders for the Law Library. A copy of the addendum is attached hereto as Exhibit "B".

17.01.17 To amend Court Order 16.12.763 dated December 12, 2016 to read as follows:

To approve the hiring of a full-time temporary Office Clerk for the County AgriLife Extension Office for 40 hours per week at \$12.50 an hour, plus applicable service fees, to begin immediately, and to approve up to a ten (10) day overlap for training purposes, to be paid by transfer from 100.665.1200, Other Salaries, to line determined by the County Auditor.

17.01.18 To file Web Fire Communications invoice #4579-1 in the amount of \$194,675.00, and all Web Fire Communications invoices related to the NEC-9300 Telephone System, to be paid from Fund 404 Limited Tax Note Series 2016 to line established by the County Auditor.

17.01.19 To amend final payment amount in Court Order 15.12.737 to \$76,000 to be paid on January 15, 2017 to be paid from General Fund Contingencies.

Motion carried unanimously.

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

Motion carried unanimously.

Jail work orders were discussed with no action taken.

17.01.21 Motion made by Commissioner Watts and seconded by Commissioner Beauchamp to award bid for Indigent Burial/Cremation for 2017 to Falls Funeral Home.

Motion carried unanimously.

Item #4 was tabled until a list of certain janitorial items could be researched to see which of those items could be purchased from BuyBoard.

17.01.22 Motion made by Commissioner Mahler and seconded by Commissioner Watts to approve the purchase of the following equipment items to be used to expand seating in the New Employee Orientation (NEO) Training Room, to be paid by transfer from Department 404 budget line 100.409.5001 to appropriate line as determined by the County Auditor.

One (1) HON Folding Base and Table	\$ 646.00
Two (2) HON Guest Chairs	<u>452.00</u>
TOTAL	\$1,098.00

Motion carried unanimously.

17.01.23 Motion made by Commissioner Harvey and seconded by Commissioner Mahler to approve and authorize County Judge to sign Amendment No. 2 to Operating Agreement with Aramark Correctional Services, LLC., pending legal counsel review. A copy of the amendment is attached hereto as Exhibit "C".

Motion carried unanimously.

17.01.24 Motion made by Commissioner Mahler and seconded by Commissioner Watts to approve quote from Wichita Restaurant Supply in the amount of \$1,973.00 to replace the Booster Heater in the downtown jail to be paid by transfer from Department 561 Supplies and Operations Budget, as available, to line to be determined by the County Auditor.

Motion carried unanimously.

17.01.25 Motion made by Commissioner Watts and seconded by Commissioner Mahler to approve continuation of current 40 hour per week staffing person to continue in Records Management to evaluate whether this is a fulltime or part-time position as determined by Ms. Flores, Ms. Bohannon, and Judge Gossom. In addition, allocate 120 hours from current salary line to be paid \$12.50, plus county benefits, for Ms. Geist to assist with relocations or absences during 2017.

Motion carried unanimously.

17.01.26 Motion made by Commissioner Mahler and seconded by Commissioner Watts to approve the names and alternates drawn for the 2017 Wichita County Personnel Committee:

Mitizi Brotherton	DH 1-4
Bob Hampton	DH 1-4
Lori Bohannon	DH 5-20
Deb Stevens	DH 5-20
Bob Yow	Alternate
Tommy Smyth	DH 21+
Kirk Wolfe	Alternate
Jamie Young	Employee
Fran Findlay	Employee
Andrea Fosdick	Alternate

Motion carried unanimously.

Court recessed at 11:16 a.m. and went into a Closed Session at 11:18 a.m. for briefing and discussion with Steve Shelton, Law Offices of Stephen R. Shelton, and Meredith Kennedy, Wichita County Criminal District Attorney's Office regarding possible purchase of real property at 1008 7th Street. Meeting was closed pursuant to Section 551.072 of the Texas Government Code (deliberation regarding real property) and Section 551.071 of the Texas Government Code (consultation with attorney).

Court recessed for lunch at 12:12 p.m. then went back into closed session at 1:34 p.m. for a briefing and discussion with Wichita County Criminal District Attorney's Office on pending litigation. This meeting was closed pursuant to Section 551.071 of the Texas Government Code (consultation with attorney).

Court went out of closed session and into a work session at 3:48 p.m. for new Commissioner Orientation and to discuss, consider, and/or take action on assignment of Department Liaisons and other committees.

17.01.27 Motion made by Commissioner Mahler and seconded by Commissioner Watts to approve the assignment of Department Liaisons and other committees. The list is attached hereto as Exhibit "D".

Motion carried. Commissioner Beauchamp, Judge Gossom, Commissioner Mahler, and Commissioner Watts for, Commissioner Harvey against.

With no further action to be taken, Commissioners Court was adjourned at 4:24 p.m. and will meet in a work session on Friday, January 6, 2017 in the Commissioners Courtroom.

ATTEST:

_____, Deputy
LORI BOHANNON, COUNTY CLERK

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