

MINUTES OF THE COMMISSIONERS COURT
SPECIAL SESSION
MARCH 6, 2017

BE IT REMEMBERED, that on the 6th day of March, 2017 A.D. at 10:01 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 March 3, 2017, 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 Commissioner Mahler

Pledge of Allegiance led by Mariah Guerrero

Pledge to the Texas Flag

Motion made by Commissioner Mahler and seconded by Commissioner Harvey to approve and authorize the following consent agenda items 17.03.180 through 17.03.192:

17.03.180 To approve and ratify the minutes for the February 27, 2017 special session and the March 3, 2017 Work Session.

17.03.181 To authorize payment for annual blood screens and/or PSA testing as a "Wellness Benefit" for regular full-time and full-time employees that declined the County's health insurance and employee's dependents covered under the County's health insurance plan to be paid by transfer from General Fund Contingencies to line determined by the County Auditor at a 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.

17.03.182 To amend the 2017 Budget to transfer \$1,900.00 from 100.409.4902, General Fund Contingencies, to Central Magistrate budget line 100.454.4611, Lease/Maintenance #1 Xerox Copier, to fully fund the expenses expected to be incurred for 2017.

17.03.183 To file Corlett, Probst & Boyd, PLLC invoice #25061 in the amount of \$1,900.00 with the County Auditor for payment processing for land surveying to be paid by transfer from 100.409.5003, Non-Departmental Capital Expense to line determined by the County Auditor.

17.03.184 To approve and ratify County Judge's signature on the Statewide Automated Victim Notification Services (SAVNS) FY 2017 invoice and the FY 2016 Quarterly Verification of Continuing Production Record.

17.03.185 To advertise for a used 2004 or newer chip spreader for Joint Road and Bridge use with funding from Joint Road & Bridge Fund.

17.03.186 To file Tyler Technologies, Inc. invoice #020-13601 in the amount of \$75,928.70 with the County Auditor for payment processing with payment from expenditure budget for software implementation as established by the County Auditor.

17.03.187 To add Texas Association of Counties Risk Management Pool quarterly payments for Workers' Compensation Insurance to list of recurring payments with quarterly invoices of \$71,843.00 for three quarters and \$71,841.00 for last quarter for a total of \$287,370.00 for 2017.

17.03.188 To amend Department 640 County Human Services 2016 Budget by transfer of \$912.00 from 100.409.4902 General Fund Contingencies to budget line 100.640.1200 Other Salaries to correct error in the approved 2016 Budget and to cover payroll expenses for the entire year.

17.03.189 To amend Court Order 16.12.792 dated December 19, 2016 to read as follows:

To approve the hiring of one (1) temporary, full-time Receptionist/Clerk in the Wichita County Treasurer's Office at a pay rate of up to \$12.50 per hour, plus applicable temporary staffing fees, to work on a temporary basis until rescinded by the Court. Receptionist/Clerk temporary position salary to be paid by transfer from General Fund Contingencies to Wichita County Treasurer's Office Salaries and Benefits Budget as determined by the Wichita County Auditor.

17.03.190 To approve quote from Jeffrey S. Ward and Associates, Inc. as lowest bidder out of three submitted quotes for buyout services related to three homes in Wichita County under DR4223 and authorize County Judge to sign any necessary documents.

17.03.191 To transfer funds as needed for the 2016 year end payroll accruals as 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.) Then from the department's Supplies and Operations Major Category and finally 3.) If there are not sufficient funds remaining in the departmental budget, transfer from General Fund Non Departmental Contingencies. See attached schedule for details.

This is a standard adjustment that the Auditor's Office makes every year. 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 the 406 Supplies & Operations major category. The retirement line for EMO was slightly under-budgeted for 2016.

17.03.192 To transfer funds as needed to allocate Worker's Compensation expense to each department in accordance with Governmental Accounting Standards Board Pronouncement #34. This is a standard adjustment that the Auditor's Office makes every year. Funds will be transferred in the following order:

1. From within the departmental budget's Salaries and Benefits Major Category,
2. Then from the department's Supplies and Operations Major Category or Capital Expenses Major Category and
3. If there are not sufficient funds remaining in the departmental budget, transfer from General Fund Non Departmental Contingencies. See attached schedule for details.

Most departments have sufficient funds within the Salaries and Benefits Major Category to cover the WC charge.

The following departments will need an interdepartmental transfer:

Dept 406 - Emergency Management will transfer funds from the 406 Supplies & Operations Major Category.

Dept 428 - CDA DED will transfer funds from the 428 Supplies & Operations Major Category.

Dept 441 - 78th District Court will transfer funds from the 441 Supplies & Operations Major Category.

Dept 442 - 89th District Court will transfer funds from the 442 Supplies & Operations Major Category.

Dept 446 - CCL Probate Auditor will transfer funds from the 446 Supplies & Operations Major Category.

Dept 491 - Voter Registration will transfer funds from the 491 Supplies & Operations Major Category.

Dept 510 - Courthouse Facilities will transfer funds from the 510 Supplies & Operations Major Category.

Dept 561 - County Jail will transfer funds from the 561 Supplies & Operations Major Category.

Dept 562 - Courthouse Security will transfer funds from General Fund Contingencies.

Dept 640 - County Human Services will transfer funds from the 640 Supplies & Operations Major Category.

Motion carried unanimously.

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

Motion carried unanimously.

Jail work orders were discussed with no action taken.

No action taken on General Business #3 - Constables' yearly report.

17.03.194 Motion made by Commissioner Watts and seconded by Commissioner Harvey to approve proposal from Beacon Lighthouse, Inc. for safety equipment for Constable Pct. #1 2017 Ford Explorer PPV K8A for a total not to exceed \$1,800.00 to be paid from 2016 Limited Tax Note Proceeds.

Motion carried unanimously.

17.03.195 Motion made by Commissioner Watts and seconded by Commissioner Beauchamp to move General Business item #5 into a closed session as authorized by the Texas Government Code Section 551.074, Personnel Matters.

Motion carried unanimously.

Court went into closed session at 10:20 a.m. to discuss, consider and/or take action to approve Wichita County Treasurer's Office to resume responsibilities of the County payroll.

Court went out of closed session at 11:04 a.m. with a motion made by Commissioner Watts and seconded by Commissioner Mahler to go back into closed session as authorized by the Texas Government Code Section 551.071, Consultation with Attorney.

Court went back into closed session at 11:05 a.m. for consultation with attorney. Court went out of closed session at 11:13 a.m. and into open session at 11:16 a.m. to discuss General Business item #5 with no action taken.

Court recessed again at 11:34 a.m. and returned for a work session at 1:23 p.m. for discussions with Sgt. Wilson from the Texas Department of Public Safety regarding the Weigh Station.

With no further action to be taken, Commissioners Court was adjourned at 2:51 p.m. and will meet in a work session on Friday, March 10, 2017 in the Commissioners Courtroom.

ATTEST:

_____, Deputy
LORI BOHANNON, COUNTY CLERK

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