

**MINUTES OF THE COMMISSIONERS COURT
SPECIAL SESSION
SEPTEMBER 11, 2017**

BE IT REMEMBERED, that on the 11th day of September, 2017 A.D. at 10:00 a.m. the Honorable Commissioners Court of Wichita County, Texas met in special session at the Courthouse in Wichita Falls, Texas pursuant to adjourning September 8, 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 Beauchamp

Pledge of Allegiance Pledge to the Texas Flag

Motion made by Commissioner Watts and seconded by Commissioner Mahler to approve and authorize the following consent agenda items 17.09.626 through 17.09.635:

17.09.626 To approve and ratify the minutes for the September 5, 2017 special session and public hearing, and the September 8, 2017 work session.

17.09.627 To file the Texas A & M AgriLife Extension Agents' Monthly Reports for August, 2017.

17.09.628 To amend Court Order 17.07.482 to correct a typographic error to the acreage of the donation to the City of Burkburnett from 2.066 acres to .2066 acres or property located at 0 W 6th Street, Burkburnett, TX 76354 pursuant to Section 272.001(l) of the Texas Local Government Code.

17.09.629 To file VTM Services, LLC invoice #619106179 in the amount of \$789.63 with the County Auditor for payment processing for inspection of security x-ray machine with payment from 236.400.4466, Repair & Maintenance, Other Equipment.

17.09.630 To file continuing education certificates from the Texas Association of Counties 2017 Legislative Conference, August 23-25, 2017 for Commissioners Harvey, Mahler, and Watts.

17.09.631 To file Lowe's invoice #33440 in the amount of \$846.66 and invoice #94918 in the amount of \$810.34 for a total amount of \$1,657.00 with the County Auditor for payment processing for maintenance and carpentry supplies purchased for the evidence storage room at Sprague Annex to be paid from Fund 401, Permanent Improvement Fund to line determined by the County Auditor.

17.09.632 To file Wichita County Rural Fire Department invoice of September 5, 2017 in the amount of \$2,203.00 with the County Auditor for payment processing for mass casualty and rehab unit insurance and related costs with payment from 2017 budget line 100.406.4902, Contingency, by transfer to budget line as established by the County Auditor.

17.09.633 To advertise for bids for removal and disposal of building materials containing asbestos from buyout properties at 1613 Wranglers Retreat and 4975 Miriam Lane in accordance with asbestos abatement plan developed by Flint Inspections Consulting Services, Inc.

17.09.634 To amend Court Order 17.08.583 to include \$150.00 fee for carpet cleaning in Juvenile Detention area after repair of broken water pipes to bring the total invoice to \$3,459.96.

17.09.635 To file Mark's Plumbing invoice #1642740 in the amount of \$741.25 with the County Auditor for payment processing for plumbing supplies for the Jail to be paid by transfer from General Fund Contingencies to line determined by the County Auditor.

Motion carried unanimously.

17.09.636 Motion made by Commissioner Watts and seconded by Commissioner Harvey to approve the personnel section within the Proposed 2018 Budget including salaries and allowances for elected officials as listed or changed, changes, additions, deletions, or other changes in the position/maximum salary:

| | | | |
|---------|---|----------------------------|--|
| Page 23 | 15 IT Help Desk | in 409 | \$46,500 |
| Page 24 | Civil Attorney -Additional | in 409 | \$67,899 |
| Page 25 | District Clerk 08 Deputy (position terminates 30 days after Odyssey “go live” date). | in 430 | \$27,319 |
| Page 26 | Court Reporter Reduce salaries to 2017 level. | in 444 & 445 | \$69,980 to \$66,600 |
| Page 27 | Public Defender Correct position 05 to 2017 salary Switch salaries in positions 6 & 12 -Investigator. | in 465 | \$63,277 |
| Page 31 | Jail Facility Trustee Officer P/T Transport Officer Correct position 01 salary | in 561 in 561 in 665 | Correct title. \$15,600 (\$15/hr x 20 hrs x 52 weeks) \$14,134 |
| Page 33 | Correct position 01 salary Deputy Clerk position 01 & 02 | in 225 in 239 | \$14,134 Correct title. |

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

17.09.637 Motion made by Commissioner Watts and seconded by Commissioner Beauchamp to approve the maintenance and operation section of the proposed 2018 Budget including changes in travel lines for training and other purposes and other changes to correct omissions, etc.

| Department 560 Sheriff | | |
|------------------------|---------------------------------|-----------|
| Move from 3312 to 3308 | | 750.00 |
| Move from 3313 to 3312 | | 1,500.00 |
| Move from 3315 to 3314 | | 300.00 |
| 3402* | Firearm and Ammunition Supplies | 20,000.00 |
| 3404* | Chemical Munitions | 2,500.00 |
| 3423 | Investigative Supplies | 2,500.00 |
| 3426* | Training Munitions and Supplies | 2,500.00 |
| 3452 | PUB SAFETY EQPT >\$250 <\$1,000 | 2,000.00 |
| 3453* | PUB SAFETY EQPT >\$500 <\$5,000 | 5,000.00 |
| 4253 | Employee Awards | 800.00 |
| 4258 | Uniform not submitted | 10,000.00 |
| 4308 | Travel/Transport not submitted | 30,000.00 |
| 4084 | Record Destruction | 1,000.00 |
| 4202 | Employee Physicals | 1,500.00 |
| 4204 | Staff Medical Tests | 1,500 |
| 4255 | Uniforms | 3,500 |
| 4256* | Body Armor | 5,000 |
| 4414 | Notary Bonds | 400.00 |

| | | |
|---------------------|-------------------|-----------|
| Department 561 Jail | | |
| 3506 | Clothing Supplies | 10,000.00 |

| | | |
|------------------------------------|-----------------------------|----------|
| Department 562 Courthouse Security | | |
| 4258 | Uniform Exp Reimb | 1,800.00 |
| 4304 | Travel / Out of Co Employee | 100.00 |
| 4852 | Training / Conf & Seminars | 1,500.00 |
| | Firing Range | 5,400.00 |

Motion carried unanimously.

17.09.638 Motion made by Commissioner Harvey and seconded by Commissioner Beauchamp to approve the proposed capital expenditures section of the proposed 2018 Budget including changes for additions, deletions, and other changes to capital expenditure listing and policy including:

Page 37 Add \$80,000 to Precinct 2 budget, 222.5001 for new carports to house equipment.

Motion carried unanimously.

17.09.639 Motion made by Commissioner Watts and seconded by Commissioner Beauchamp to approve the 2018 Budget Preface and Policy Section, and attached items regarding paragraphs 2-a,b, and c, and accept grammatical and numerical corrections that do not change the bottom financial line of the County Judge’s Proposed 2018 Budget.

Para 1 pg i ...few will be layoffs. ADD – CDA withdrew her request for some position increases.
 ...\$15.00 per hour. ADD – One position restored to the jail staff as a Jail Facility Trustee Officer.
 One potential position for IT Help Desk budgeted in Budget 409.

Para 3 pg i ...as they did in 2017 ADD for the new optional plan unless there is an increase in the newer plan cost. If the current plan is kept there will be an 8.1% increase in rates.

Page ii JP 1-1 & 1-2 Budgets 455 & 456 Correct autopay to autopsy.

Page iii Help Desk Budget 411 (409) New Salaries \$46,500
 Which will change overall savings to approximately \$1,035,897 in the calculations.

Page vii Add recently submitted departments.

Page 1 Note: CORRECTION Prepared by Mr. Wall.

Page 2 VERIFY Software Loan Note – Mr. Wall.

Motion carried unanimously.

17.09.640 Motion made by Commissioner Watts and seconded by Commissioner Mahler to approve setting the debt service (I&S) rate at \$0.080663.

Motion carried unanimously.

17.09.641 Motion made by Judge Gossom and seconded by Commissioner Mahler to approve setting the proposed effective rate of \$0.576640.

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

17.09.642 Motion made by Commissioner Harvey and seconded by Commissioner Mahler to set the tax rate with the motion:

“I move that the property tax rate be increased by the adoption of a tax rate of \$0.657303 which is effectively a 9.3% increase in the tax rate”.

17.09.643 Motion made by Commissioner Harvey and seconded by Commissioner Beauchamp to approve the emergency and regular bills for payment

Motion carried unanimously.

Received briefing from Harper Perkins Architects, Inc. on the schematic drawings for the Law Enforcement Center.

17.09.644 Motion made by Commissioner Beauchamp and seconded by Commissioner Watts to approve schematic drawings of the Law Enforcement Center presented by Harper Perkins Architects, Inc.

Motion carried unanimously.

Jail maintenance projects and work orders were discussed with no action taken.

Construction issues with firing range were discussed with no action taken.

17.09.645 Motion made by Commissioner Mahler and seconded by Commissioner Watts to approve one (1) regular, full-time Deputy Clerk in the County Clerk’s Office, to waive posting procedures, and to authorize County Clerk to fill the position with a candidate of her choice at the salary of \$27,319.00 and to hire the candidate on the first workday following successful completion of all pre-employment testing.

Motion carried unanimously.

17.09.646 Motion made by Commissioner Mahler and seconded by Commissioner Watts to approve Hart InterCivic quote #3207 in the amount of \$28,875.00 for poll pad software and printers for 35 tablets with payment from 100.409.4902, General Fund Contingencies by transfer to proper budget line as assigned by the County Auditor.

Motion carried unanimously.

17.09.647 Motion made by Commissioner Beauchamp and seconded by Commissioner Watts to approve quote from KNOWiNK in the amount of \$10,850.00 for 35 Apple iPads (32 GB) tablets for poll pad software with payment from General Fund Contingency by transfer to budget line as assigned by the County Auditor.

Motion carried unanimously.

17.09.648 Motion made by Commissioner Watts and seconded by Commissioner Mahler to approve quote from Tarpley Media Systems in the amount of \$24,992.50 for repairs to the sound system in the juvenile detention dormitories, and to allow Commissioner Beauchamp to review the quote, to be paid by transfer from Department 570 salary line(s) to appropriate line as determined by the County Auditor.

Motion carried unanimously.

17.09.649 Motion made by Commissioner Mahler and seconded by Commissioner Watts to authorize the transfer of up to \$2,945.00 from 100.409.5001, Capital Expenditures to Department 640 budget line(s) as assigned by the County Auditor for:

| <u>Item</u> | <u>Est. Cost</u> |
|--------------------|---|
| Software | \$ 349.00 – per month for a cost of \$1,047 for the remainder of 2017 |
| Fujitsu Scanner | 880.00 |
| Consulting Service | <u>1,018.00</u> |
| TOTAL EST. | \$2,945.00 |

Motion carried unanimously.

17.09.650 Motion made by Commissioner Mahler and seconded by Commissioner Beauchamp to approve the County Treasurer’s Reports for July, 2017 and authorize County Judge and Commissioners to sign affidavit certifying compliance with Section 114.026(c) for July, 2017. A copy of the affidavit is attached hereto as Exhibit “A”.

Motion carried unanimously.

With no further action to be taken, Commissioners Court was adjourned at 12:09 p.m. and will meet in a special session on Wednesday, September 13, 2017 in the Commissioners Courtroom.

ATTEST:

_____, Deputy
LORI BOHANNON, COUNTY CLERK
WICHITA COUNTY, TEXAS

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