

**MINUTES OF THE COMMISSIONERS COURT
REGULAR SESSION
FEBRUARY 20, 2018**

BE IT REMEMBERED, that on the 20th day of February, 2018 A.D. at 8:36 a.m. the Honorable Commissioners Court of Wichita County, Texas met in regular session at the Courthouse in Wichita Falls, Texas pursuant to adjourning February 16, 2018, with the following members present:

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

Invocation by Judge Gossom

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 18.02.167 through 18.02.185, with the removal of item #10:

- 18.02.167 To approve and ratify the minutes for the February 12, 2018 regular session and the February 14 & 16, 2018 special sessions.

- 18.02.168 To donate and transfer 1984 GMC brush vehicle VIN 1GDHK34M0EV520295 from Wichita County to Wichita East Volunteer Fire Department who has had the vehicle since 1984.

- 18.02.169 To accept Constable Precinct 2 Report of Activity for the year 2017.

- 18.02.170 To file Web Fire Communications, Inc. invoice #33407 in the amount of \$235.00 with the County Auditor for payment processing for phone extension move with payment from 2016 Limited Tax Note as miscellaneous expense for DA Civil Division Office Project.

- 18.02.171 To approve payment of \$1,200.00 to Flint Inspection Consulting Services, Inc. for an HVAC asbestos inspection at the Lindemann Building to be paid from the 2016 Limited Tax Note.

- 18.02.172 To authorize Harper Perkins Architects, Inc. to go out for bids for the removal of asbestos in the Lindemann Building related to the Cooling Tower Project to be paid from the 2016 Limited Tax Note.

- 18.02.173 To authorize County Judge to sign Scope of Work for Engagement of Services from MWH Group, Certified Public Accountants Consultants for the audit of the year ended December 31, 2017. A copy of the scope of work is attached hereto as Exhibit "A".

- 18.02.174 To authorize County Auditor and County Treasurer to issue a check to the County Clerk from budget in Department 491, Voter Registration, by transfer from budget line(s), as necessary, to pay for advertising with payment to Burkburnett Blacksox Baseball of \$1,500.00 for a full page sponsorship ad and authorize County Clerk to submit Chapter 19 Purchase Request Vouchers to Secretary of State Election Funds Management for reimbursement of the expense.

- 18.02.175 To authorize County Judge to sign letter to Securus Technologies, Inc. stating that it will rescind the bid award and to reject all other bids for an inmate phone contract. A copy of the letter is attached hereto as Exhibit "B".

- 18.02.176 To approve payment of TACA membership dues of \$75.00 and RACA membership dues of \$25.00 for the Court Administrator to be paid from 100.425.4802, Professional Dues.

- 18.02.177 To approve payment of RACA membership dues of \$25.00 for each of the Court Coordinator's in each District Court who elects to attend the RACA conference to be paid from 100.440.4802, 100.441.4802, and 100.442.4802.

- 18.02.178 To approve three (3) road signs stating "No dumping allowed of any material – by order of Wichita County Commissioners Court" to be placed on Old Lake Road W. – ¼ mile off of Hwy 25 N.

18.02.179 To file Monty’s Plumbing & Septic Tank Service invoice in the amount of \$3,720.00 with the County Auditor for payment processing to move main water line and valve on South Huntington Lane to be paid from 224.240.XXXX, line to be determined by the County Auditor.

18.02.180 To approve the installation of two pipeline crossings at Hammond Ranch and at McFall by Universal Field Services, Inc.

18.02.181 To authorize County Judge to sign tax deed for one property held in trust by the City of Electra.

Parcel 108954, winning bidder Donald Hunter for the amount of \$1,125.00
A copy of the deed is attached hereto as Exhibit “C”.

18.02.182 To file Harper Perkins Architects, Inc. invoice #7 in the amount of \$271,178.81 with the County Auditor for payment processing for architectural services and reimbursable expenses for Project No. 16783.02, Wichita County Law Enforcement Center (LEC) with payment from 2017 LEC Bond Proceeds.

18.02.183 To file the following invoices with the County Auditor for payment processing for TACA membership dues:

Sondra Recco/Motor Vehicle Supervisor	\$40.00 Total	100.499.4802
Michelle Torres/Property Tax Supervisor	\$40.00 Total	100.499.4802
Linda Baggett/Property Tax Asst Supervisor	\$40.00 Total	100.499.4802
Shawn Ramon/Asst Motor Vehicle Supervisor	\$40.00 Total	100.499.4802 New Member

18.02.184 To approve the re-appointment of Jeff Watts as County representative to the Wichita-Wilbarger 9-1-1 District Board of Managers.

18.02.185 To file Texas Association of Counties Risk Management Pool invoice #NRCN-20498-WC1 in the amount of \$77,837.00 for 1st Quarter and following Quarterly payments of \$77,837.00, \$77,837.00, and \$77,836.00 for a total contribution of \$311,347.00 for 2018 Workers’ Compensation coverage.

Motion carried unanimously.

18.02.186 Motion made by Commissioner Mahler and seconded by Commissioner Watts to approve the regular bills for payment.

Motion carried unanimously.

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

General Business item #3 regarding uniform keying of the Tax office Substations was discussed. Commissioners Harvey and Watts will ask for quotes.

18.02.187 Motion made by Commissioner Harvey and seconded by Commissioner Mahler to approve salary re-alignment in Court Administrators Office (425) beginning February 23, 2018 as follows:

POSITION	PREVIOUS SALARY	NEW MAXIMUM SALARY
01 Court Administrator	\$52,794.00	\$52,794.00
02 Deputy Chief Court Administrator	43,786.00	41,000.00
03 Indigent Defense Coordinator	33,472.00	36,258.00
04 Deputy Court Administrator 1	32,185.00	32,185.00

Initial salary increases as of February 23, 2018 must be approved by the supervising members of the Commissioners Court. Other increases may be made by the Court Administrator after 90 days.

Motion carried unanimously.

18.02.188 Motion made by Commissioner Mahler and seconded by Commissioner Harvey to approve the hiring of a temporary receptionist in the Public Defender's office to begin working as soon as possible and continue working until the regular, full-time Receptionist returns to work. This request for a temporary receptionist shall not exceed eight (8) calendar weeks. The temporary receptionist will be paid at an hourly rate of up to \$10.00 per hour, plus temporary staffing fees, to be paid by transfer from General Fund Contingencies to the Public Defender's Office Salaries & Benefits budget as determined by the County Auditor. This temporary position will have no County benefits.

Motion carried unanimously.

18.02.189 Motion made by Commissioner Mahler and seconded by Commissioner Harvey to approve quote from Cleaver Brooks Sales & Service in the amount of \$7,051.03 for Job No. 1015-64576 for the retube of the Kewanee Boiler and inspection of the heat exchanger bundle in the Courthouse to be paid from the 2016 Limited Tax Note, or other appropriate funds as determined by the County Auditor, and authorize County Judge to sign quote. A copy of the quote is attached hereto as Exhibit "D".

Motion carried unanimously.

18.02.190 Motion made by Commissioner Mahler and seconded by Commissioner Harvey to approve estimate from Texhoma Door & Gate in the amount of \$4,240.00 for to replace 10' x 10'6" rolling steel exit door and to install liftmaster model H 460v 3 phase operator in the downtown jail facility to be paid from 100.511.4452, Repair & Maintenance, Building, to line determined by the County Auditor.

Motion carried unanimously.

General Business item #8 regarding road closures was removed because all members of Commissioners Court must be present for that vote.

With no further action to be taken, Commissioners Court was adjourned at 9:55 a.m. and will meet in a special session on Friday, February 23, 2018 in the Commissioners Courtroom.

ATTEST:

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

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