

**MINUTES OF THE COMMISSIONERS COURT**  
**REGULAR SESSION**  
**MARCH 19, 2018**

BE IT REMEMBERED, that on the 19<sup>th</sup> day of March, 2018 A.D. at 10:00 a.m. the Honorable Commissioners Court of Wichita County, Texas met in regular session at the Courthouse in Wichita Falls, Texas pursuant to adjourning March 16, 2018, 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 Mike Whaley, City Manager of Burkburnett

Pledge of Allegiance                      Pledge to the Texas Flag

Motion made by Commissioner Mahler and seconded by Commissioner Beauchamp to approve and authorize the following consent agenda items 18.03.244 through 18.03.236:

18.03.244        To approve and ratify the minutes for the March 12, 2018 regular session and the March 14 & 16, 2018 special sessions.

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

Parcel 110975, winning bidder Rodolfo Mena, Jr for the amount of \$2,500.00.

A copy of the deed is attached hereto as Exhibit "A".

18.03.246        To file the Texas A & M AgriLife Extension Agents' Monthly Reports for February, 2018.

18.03.247        To receive quarterly report for the Wichita County District Attorney Drug Enforcement Division for major activities of the division from October 1, 2017 to December 31, 2017.

18.03.248        To file Texhoma Door & Gate invoice #1954 in the amount of \$9,930.00 with the County Auditor for payment processing for new doors for Precinct #4 shop to be paid by Precinct #4 Supplies and Operations line, to line determined by the County Auditor.

18.03.249        To approve the appointment of Tiffany M. Esparza to the Wichita County Child Welfare Board.

18.03.250        To approve the reappointments of the following persons to the Wichita County Child Welfare Board:

Dr. Barbara Brewer, David Collins, LaRae Collins, Meredith Crowe, Jeri Hutchinson, Vivian Kirkpatrick, Marla S. Lee, Diana Lochridge, Geneva Schroeder, and Vernetha Vaden.

18.03.251        To file Terracon Consultants, Inc. invoice #TA23501 in the amount of \$1,645.00 with the County Auditor for payment processing for cooling tower replacement design at the Lindemann Annex with payment from the 2016 Limited Tax Note proceeds.

18.03.252        To file James Lane Air Conditioning and Plumbing invoice #121434 in the amount of \$2,131.02 and invoice #121094 in the amount of \$227.78 for the repair of sprinkler system in the rec yard and meter installation at Juvenile Center with payment from 100.521.4452, Repair & Maintenance, Buildings.

18.03.253        To approve mileage reimbursement request from 30<sup>th</sup> District Court Coordinator resulting from a meeting with the Denton County IT Odyssey specialist to be paid by transfer from the Tyler travel budget as assigned by the County Auditor.

18.03.254        To file application and certificate for payment no. 4 in the amount of \$84,992.90 for payment to Santa Rosa Construction with the County Auditor for payment processing for CDA Civil Division Office Renovation project with payment from the 2016 Limited Tax Note, Fund 404.

18.03.255 To file application and certificate for payment no. 1 in the amount of \$40,000.00 for payment to Yates Construction with the County Auditor for payment processing for progress payment for pre-construction fee for Law Enforcement Center (LEC) with payment from LEC bond proceeds fund.

18.03.256 To file the following Harper Perkins Architects, Inc. invoices with the County Auditor for payment processing for professional services:

<u>Invoice</u>	<u>Amount</u>	<u>Project</u>	<u>Pay from</u>
8	\$271,178.80	Law Enforcement Center	LEC Bond Fund
5	<u>1,742.00</u>	CDA Civil Div. Renovation	Limited Tax Note
TOTAL	\$272,920.80		

18.03.257 To approve two supervisors, in addition to Tommy Smyth Tax Assessor Collector and Nicki Kingry Chief Deputy, to attend the 84<sup>th</sup> Annual Tax Assessor-Collectors Association of Texas Conference June 3<sup>rd</sup> to June 7<sup>th</sup> 2018 in Frisco Texas with expenses to be paid from 100.499.4304, Travel out of County, and registration fees to be paid from 100.499.4852, Training / Conf & Seminars.

18.03.258 To approve and authorize County Judge to sign the Tax Resale Deed for the resale of property acquired by tax foreclosure sale in Cause No. 43,881-A, Iowa Park ISD vs. Bradberry, Eulas, 12994 Kamay Rd. A copy of the resale deed is attached hereto as Exhibit "B".

18.03.259 To transfer \$12,500.00 from 100.412.4852, Training/Conf & Seminars (Tyler Travel) to 100.412.1200, Other Salaries.

18.03.260 To file SKC Communications Products LLC invoice #INV2399447 in the amount of \$181.30 with the County Auditor for payment processing for a video card for Commissioners Court video to be paid from 100.402.315356042017.

18.03.261 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 440 - 30th District Court will transfer funds from the 440 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 Audit Clerk will transfer funds from the 446 Supplies & Operations Major Category.

Dept 455 - JP 1.1 will transfer funds from the 455 Supplies & Operations Major Category.

Dept 458 - JP 3 will transfer funds from the 458 Supplies & Operations Major Category.

Dept 551 - Constable Precinct #2 will transfer funds from the 551 Supplies & Operations Major Category.

Dept 552 - Constable Precinct #3 will transfer funds from General Fund Contingencies.

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

18.03.262 To transfer funds as needed for the 2017 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.

Dept. 446 - CCL Probate Audit Clerk will transfer funds from the 446 Supplies and Operations Major Category.

Motion carried unanimously.

18.03.263 Motion made by Commissioner Harvey and seconded by Commissioner Beauchamp to approve the regular bills for payment.

Motion carried unanimously.

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

18.03.264 Motion made by Commissioner Watts and seconded by Commissioner Mahler to approve the low bid from ServiceMaster of Wichita Falls to remove mold in an area of the Jail Annex as recommended by the Mold Assessment/Protocol by Flint Inspection Consulting Services, Inc.

Motion carried unanimously.

18.03.265 Motion made by Commissioner Beauchamp and seconded by Commissioner Harvey to approve quote from Mobile Phone of Texas, Inc. in the amount of \$20,757.00, for relocating existing equipment from Electra water tower to 330 foot Guyed Tower in Electra to be paid from the 2016 Limited Tax Note.

Motion carried unanimously.

18.03.266 Motion made by Commissioner Beauchamp and seconded by Commissioner Watts to approve Tyler Technologies proposal in the amount of \$13,220.00 for biometric identification for the Tyler Odyssey Conversion Project with payment from Fund 403, Tyler Technologies Software Acquisition budget as established by the County Auditor.

Motion carried unanimously.

18.03.267 Motion made by Commissioner Beauchamp and seconded by Commissioner Harvey to approve an order to Hart InterCivic, Inc. for election maintenance supplies at a cost of \$2,211.20 to be paid from 100.490.3000, Supplies, to appropriate line(s) as determined by the County Auditor.

Motion carried unanimously.

18.03.268 Motion made by Commissioner Beauchamp and seconded by Commissioner Watts to authorize County Judge to sign Lexis Nexis subscription plan amendments and contract addenda for Bill Group #422LLT2JK and Bill Group #424T9Y7W8 for access to and use of specified materials, products, services, and features for term of three years with pricing as follows:

<u>Year</u>	<u>Bill Group 422LLT2JK</u>	<u>Bill Group 424T9Y7W8</u>	<u>Total/Mo.</u>
4/1/2018 to 3/31/2019	\$1,653.00		\$ 1,653.00
4/1/2019 to 3/31/2020	1,702.00		1,702.00
4/1/2020 to 3/31/2021	1,753.00		1,753.00
5/1/2018 to 4/30/2019		621.50	621.50
5/1/2019 to 4/30/2020		640.00	640.00
5/1/2020 to 4/30/2021		659.00	659.00

Payment will be from budget line 242.400.4844, On-Line Services. Copies of the contracts are attached hereto as Exhibit "C".

Motion carried unanimously.

18.03.269 Motion made by Commissioner Harvey and seconded by Commissioner Mahler to accept S & S Trailer & Sales estimate #1181 in the amount of \$4,685.00 for a 2018 Lamar 83" x 16' Tandem Axle Trailer for Precinct #2 to be paid from 222.220.5001, Capital Expenditures, to line determined by the County Auditor.

Motion carried unanimously.

18.03.270 Motion made by Commissioner Mahler and seconded by Commissioner Beauchamp to approve a receptionist in the Veterans Service Office for up to 40 hours per week due to the absence of one counselor, to be paid at a rate of up to \$12.50 per hour, plus temporary agency staffing fees, to be paid from 100.405.1295, Temporary.

Motion carried unanimously.

18.03.271 Motion made by Commissioner Beauchamp and seconded by Commissioner Mahler to approve the County Treasurer's Report for January, 2018 and authorize County Judge and Commissioners to sign affidavit certifying compliance with Section 114.026(c) for January, 2018. A copy of the affidavit is attached hereto as Exhibit "D".

Motion carried unanimously.

With no further action to be taken, Commissioners Court was adjourned at 11:13 a.m. and will meet in a special session on Friday, March 23, 2018 in the Commissioners Courtroom.

ATTEST:

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

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