

**MAY 26, 2015**

**WISE COUNTY COMMISSIONERS' COURT MEETING**

On this the 26<sup>th</sup> day of May, A.D., 2015 at 9:00 A.M. came on to be had a Special Meeting of the Commissioners' Court of Wise County, Texas held in the County Court at Law Jury Room (3<sup>rd</sup>) Floor in County Courthouse of said County in the town of Decatur with the following members present and presiding:

|                 |          |                              |
|-----------------|----------|------------------------------|
| J.D. Clark      |          | County Judge                 |
| Danny White     | (ABSENT) | Commissioner, Precinct No. 1 |
| Kevin Burns     |          | Commissioner, Precinct No. 2 |
| Harry Lamance   |          | Commissioner, Precinct No. 3 |
| Gaylord Kennedy |          | Commissioner, Precinct No. 4 |

Sherry Lemon, County Clerk and Ex-Officio Clerk of Commissioners' Court when and where the following proceedings were had, to-wit:

All attachments referred to in the minutes of the Wise County Commissioners' Court are designated original or copy and are provided at the time of action by the Court unless otherwise indicated by provider.

County Judge Clark votes aye on all agenda items unless otherwise indicated.

- 1) Clark called the meeting to order at 9:00AM. All court members were present except White.
- 2) Pledge of Allegiance
- 3) Moment of Silence
- 4) Community Forum: None
- 5) Correspondence: None
- 6) Motion made by Kennedy seconded by Lamance with Burns voting aye to approve the minutes of the meetings of April 27, 2015; May 11, 2015 and May 18, 2015, as presented. (No attachments)
- 7) Motion made by Burns seconded by Lamance with Kennedy voting aye to approve the final plat of Mesquite Trails, Lots 1 and 2 located in Precinct No. 1, as presented, granting a variance for drainage study and 150' setback (road frontage) and also including a letter of general conformance from Kimley-Horn and Associates, Inc. (See attachment)

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- 8) Motion made by Lamance seconded by Kennedy with Burns voting aye to approve the final plat of Hamm Road Estates, Lots 6-8 located in Precinct No. 3, as presented, including a letter of general conformance from Kimley-Horn and Associates, Inc. (See attachment)
- 9) Manning Surveying surveyor Mark Manning stated the Stacie's Acres, Lot 1, Block 1, Precinct No. 2 plat was presented to the City of Bridgeport as the subdivision is located in the City of Bridgeport ETJ. No court action taken regarding this plat. A letter of general conformance was provided by Kimley-Horn and Associates, Inc. (See attachment)
- 10) Motion made by Kennedy seconded by Burns with Lamance voting aye to approve the final plat of Blue Addition, Lot 1, Block 1 located in Precinct No. 4, granting a variance requiring 25' off the highway right-of-way instead of 50' and including a letter of general conformance from Kimley-Horn and Associates, Inc. (See attachment)
- 11) Motion made by Burns seconded by Lamance with Kennedy voting aye to approve the final plat of Reed Place Lot 1 located in Precinct No. 2 with a letter of general conformance from Kimley-Horn and Associates, Inc. (See attachment)
- 12) Motion made by Kennedy seconded by Burns with Lamance voting aye to approve the Re-Plat of Brantley Acres Lots 40R and 41R located in Precinct No. 4 granting a variance on drainage study and road frontage and including a letter of general conformance from Kimley-Horn and Associates, Inc. (See attachment)
- 13) Clark stated this item was presented on May 11, 2015 for discussion and since that time Clark, Commissioners Court Attorney Thomas Aaberg, County Auditor Ann McCuiston and Indigent Health Director Beverly Kalisek have worked on getting a plan that would make the county very involved in who is and isn't approved for indigent burials.

Clark provided the following:

- "Order Setting the Policy for Pauper Burials"; Clark outlined the "Procedure" section (See attachment)
- "Wise County Indigent Burials/Cremations form (See attachment)

Clark stated the applicant will complete the form and the funeral home will forward the pre-screening form to the Indigent Health Care department. Clark stated this pre-screening is necessary to determine indigency. Clark stated this will help determine indigency status being 21% below national minimum income standard for the last 90 days. Clark stated the questions about veteran status is to trigger a connection to Veteran's Service director Laura Spain to determine qualification for veteran benefits and to also make sure that veterans get a proper send-off (Veteran's Group honor guard).

Clark stated if an applicant is not willing to provide all of the information then Kalisek's office can deny the application.

- Clark also provided the following:
  - “Request for Information” Form
  - “Employment Verification Form”
  - “Statement of Support” form
  - “Background Information Release” form
  - “Affidavit of Separation” form
  - “Approval or Denial of Application for Indigent Burial” form (See attachments)

Clark stated the county paid for thirty-one indigent burials last year without a process in place. Clark asked Kalisek to confirm the number of residents that qualify for indigent health care? Kalisek stated there are twenty-nine residents that currently qualify. Clark stated it makes sense to go through the same system to qualify for indigent burial as you do for indigent health care.

Clark stated the approval or denial form will be sent by Kalisek’s office to the funeral home. Clark also stated a “No Known Next-of-Kin” form will be provided to the funeral home for certification in the event that no next-of-kin can be found. Clark stated, “We owe it to the taxpayers and to the system to do this. We don’t have any oversight of it now until we get an invoice and we need to be involved from the get-go. We shouldn’t put it on the funeral homes to decide who is indigent and who is not; they don’t have the means to determine that. We’re the one paying the bill and we should be the one to say who qualifies for the program.”

Kalisek noted per state guidelines eligibility for indigency is based on monthly income.

Kennedy asked if this is for burial or for cremation or both? Clark stated that in these policies “We decided not to change that so it can go either way.” Clark stated he thinks the issue is about qualification approval.

Lamance confirmed this will be sent to Kalisek’s office. Lamance asked Kalisek about approval/denial? Kalisek confirmed that she or her staff will approve or deny after review. Lamance asked if this will overload Kalisek? Kalisek stated this will not overload her department.

Motion made by Burns seconded by Kennedy with Lamance voting aye to approve the Indigent Burial/Cremation Application/Screening Process policies and procedures. (See attachment)

14) Clark told Fire Marshal/Emergency Management Coordinator Chuck Beard that he heard from Raphael with the state over the weekend and Raphael requested the county continue the emergency management declaration and to add a reference to the tornadoes and flooding from last week.

Beard told Clark that he spoke to Raphael this morning and was advised to make a separate declaration for the flooding and tornadoes from Tuesday. Clark stated that was not what he was told. Clark stated he cannot do that under this item. Clark stated he would appreciate the court voting to add the tornadoes and flooding from last week to the existing declaration.

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Motion made by Lamance seconded by Burns with Kennedy voting aye to add mention of tornadoes and flooding from the past week to the existing emergency declaration. (See attachment)

15) Donations:

Motion made by Burns seconded by Kennedy with Lamance voting aye to accept the following donations with the court's thanks:

- \$1000.00 to Emergency Medical Services (EMS) from the Bridgeport Riding Club PRCA Account.
- \$100.00 from Randy and Susan Parker for the Animal Shelter.

16) Bids:

Motion made by Burns seconded by Lamance with Kennedy voting aye to award Bid No. 15-600-033 for the purchase of one or more new truck tractors to Bruckner for \$106,500.00 for Precinct No. 1. (See attachment)

Motion made by Burns seconded by Lamance with Kennedy voting aye to reject all bids received on Bid No. 15-600-034 for the purchase of Sheriff Uniforms and authorize Asset Control Officer Diana Alexander to advertise for bids for the purchase of Sheriff's Department uniforms. (See attachment)

Alexander noted for court record that the security for the Elections Administration office will need to change from the current location (US. Business Hwy 380 in Decatur) to the new location 200 S. Trinity Street (old Guardian Title Company building). Alexander reminded the court the court approved to use Tyco Integrated Security via state contract (TxMAS) and the current security will be cancelled at the current location (once they're moved out) and will install at the new building. Alexander stated the total installation cost at the new location of \$2,793.31 with \$542.00 for annual monitoring. (See attachment)

Motion made by Burns seconded by Kennedy with Lamance voting aye to approve the destruction of three stretcher mattresses from Emergency Medical Services (EMS). (No attachment)

17)

Department Head Reports:

- Treasurer April 2015 (See attachment)

a) Budget Amendments:

FY15-17 for various line items. (See attachment) McCuiston noted for the record that new line items are being made for the storm damage.

b) FY14 and FY15 Three Year Capital Expenditure Plan: None

c) Claims/Payroll:

- Claims Register May 22, 2015 (See attachment)
- Payroll Register May 22, 2015 (See attachment)

McCuiston noted an additional claim for Raymond Napolitan for \$460.00 for attorney fees.

d) Utility Permits/Right of Way: None

e) Interlocal Agreements: None

f) Contracts:

(Original contracts are filed in the Asset Control Office by Diana Alexander.)

New Contracts:

- Dustin Office Machines – District Attorney copier (See attachment)
- Dustin Office Machines – Sheriff's Department copier (See attachment)
- Texas Facilities Commission Federal Surplus Property Program "Add/Delete Authorized Representatives" form (See attachment)
- Wise County Water Control and Improvement District #1 Contract for the Assessment/Collection of Ad Valorem Taxes. (See attachment)

Fully Executed:

- MJ Wright & Associates Letter of Agreement for renovation of two portable buildings. (See attachment)
- Contract Amendment – Texas Department of Family and Protective Services (See attachment)

Motion made by Burns seconded by Lamance with Kennedy voting aye to approve all items listed under the consent agenda item, as presented.

18) Project Agreement for Road Repair:

McCuiston presented for Clark's signature the Project Agreement #4021 for the City of Runaway Bay for road repair of: Duval Ct., Lanai Circle, Bolero Ct., Jim Walters, Britton Lane, Bridwell Lane, Hunter Ct., Houser Place and Houser Court that was approved on April 27, 2015. (See attachment)

19) Right-of-Way Improvements:

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Motion made by Kennedy seconded by Lamance with Burns voting aye to approve Commissioners' request to enter onto private property to clean/clear certain named right-of-way for public safety, as presented. (No attachments)

- CR 3250 Charles Golaz property Precinct No. 4
- Rogers Road (Newark) trees in right-of-way Precinct No. 3 (unknown property owner)
- Preskitt Road Sharon Voss property Precinct No. 2
- CR 1370 Dick Clement property Precinct No. 2
- CR 3170 Clyde Pounds Estate property Precinct No. 2
- CR 1790 Max Holloway property Precinct No. 2

20) Burn Ban:

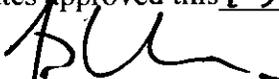
Beard commented there was a rash of structure fires last week. Beard commented that his new Assistant Fire Marshal started last Tuesday. Beard stated he may request assistance from the state regarding paperwork from the recent storms/damage.

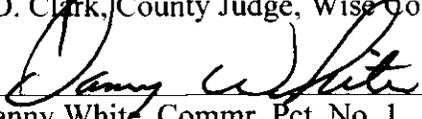
21) Committee Reports: None

22) Clark announced the next meetings as Monday, June 15, 2015 and Monday, June 29, 2015.

23) Clark adjourned the meeting at 9:30 AM there being no further business to be had.

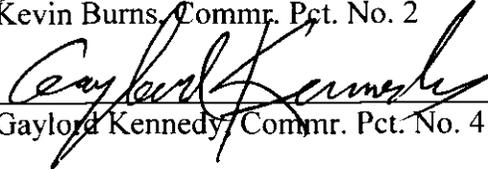
Minutes approved this 15 day of June, 2015, as printed.

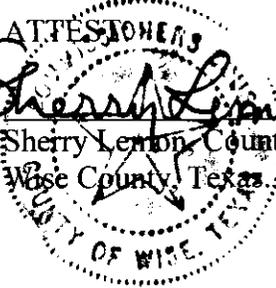
  
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J.D. Clark, County Judge, Wise County

  
\_\_\_\_\_  
Danny White, Commr. Pct. No. 1

  
\_\_\_\_\_  
Kevin Burns, Commr. Pct. No. 2

  
\_\_\_\_\_  
Harry Lamange, Commr. Pct. No. 3

  
\_\_\_\_\_  
Gaylord Kennedy, Commr. Pct. No. 4

  
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Sherry Lenton, County Clerk and Ex-Officio Clerk of Commissioners' Court,  
Wise County, Texas  


The Wise County Commissioners' Court adopted the ***Rules of Procedures, Conduct & Decorum at Meetings of Wise County Commissioners' Court*** on February 28, 1994 and the rules have not been revised.

Addendum:

The following abbreviations are used in reference to current Wise County projects.

WCCAB – Wise County Courthouse Annex at Bridgeport

SWA – Southwest Architects Inc.

TxDOT/DPS - Texas Department of Transportation/Department of Public Safety

TAC – Texas Association of Counties

TFP – Wise County Thoroughfare Plan

WHJ – Wiginton, Hooker and Jeffry, P.C. (in relation to Wise County facilities Master Study Plan)

WCWC – Weatherford College Wise County campus