

**JULY 25, 2016**

**WISE COUNTY COMMISSIONERS' COURT MEETING**

On this the 25<sup>th</sup> day of July, A.D., 2016 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     | 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 9:00 AM, all court members were present.
- 2) Pledge of Allegiance
- 3) Moment of Silence
- 4) Community Forum:

Boyd City Councilman Tim Hammons commended the court for the work they do. Hammons specifically commended Wise County Sheriff Lane Akin regarding the "Back the Blue" event scheduled a few weeks ago. Hammons commented that Akin sent an envelope with blue ribbons to the Wise County Veterans Group as he was unable to attend the meeting personally and all of the veterans are still wearing the blue ribbons.

- 5) County Correspondence: None
- 6) Precinct Coordination/Cooperation:

Kennedy commented that he will begin road work on Wednesday for the City of Bridgeport (via Interlocal Agreement) for Airport Road and will need trucks from the other precincts.

White commented that he will lay asphalt in a few weeks and will need trucks as well.

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- 7) Motion made by White seconded by Burns and unanimously adopted by the Court to approve the minutes of the meeting July 11, 2016, as printed. (No attachment)
- 8) Motion made by Burns seconded by Lamance and unanimously adopted by the Court to approve the Re-Plat of Grand Harbor, Lot 191R located in Precinct No. 2 with a letter of general conformance from Kimley-Horn and Associates, Inc. (See attachment)
- 9) Motion made by Burns seconded by Kennedy with Lamance voting aye and White abstaining (White is related to owner of property) to approve the Final Plat of 4 Aces Estates, Lots 1-10 located in Precinct No. 1 with a letter of general conformance from Kimley-Horn and Associates, Inc. (See attachment)
- 10) Motion made by White seconded by Burns and unanimously adopted by the Court to approve the Re-Plat of Ray's Addition Lots 3R1 and 3R2 located in Precinct No. 1 with a letter of general conformance from Kimley-Horn and Associates, Inc. (See attachment)
- 11) Motion made by Burns seconded by White and unanimously adopted by the Court to appoint Becky Rodriguez to Place #2 (Wise and Jack Counties) on the Helen Farabee Centers' Board of Trustees. (See attachment)

Clark commented that Rodriguez has been a Wise County resident for 20 ½ years, and he worked with her through Bowie ISD (Crisis Intervention Counselor at Bowie High School).

12) Clark presented an updated Travel Policy for the court's consideration. Clark stated the items highlighted are additions to the policy and that very few items were struck from the original policy. Clark stated that many of these things have been done in practice but were not in printed policy. Clark outlined the following from the memo attached to policy:

- Hotel nightly rates as paid by the County will be capped at \$200.00/night
- Valet parking will not be covered by the County except in the rare event that a hotel requires it.
- Hotel rooms for the night prior to an event will be considered by the Auditor's Office on a case-by-case basis depending on itinerary and location.
- Mileage rates are subject to change each year. The County will reimburse employee's mileage following the rates at the time the mileage is incurred.
- Mileage will be calculated from the courthouse.
- Multiple employees from the same department who are attending the same event should carpool as vehicles allow. Mileage incurred by an employee who has the option to carpool with other employees but opts not to for personal reasons will not be paid by the County.
- If the agenda or itinerary for a conference/meeting/workshop/etc. reflects that a meal will be provided, no advance payment or reimbursement will be made to the employee for that meal. Meals will be valued at \$10.00 for breakfast, \$14.00 for lunch, and \$22 for supper, based on the State of Texas per diem rate of \$46.00 per day for meals.

- If an employee does not use the full per diem for the meals, it is expected and encouraged that the employee will return the difference to the County.
- The County will not reimburse any tips that may be paid by an employee during travel.
- If an employee spends an extra day or days on a trip for personal reasons, it will be at the employee's expense.

Lamance confirmed that this is a policy for all employees. Lamance asked County Auditor Ann McCuiston about whether Auditor's office staff will be okay reviewing the third item listed. McCuiston told Lamance that the Auditor's office will review based on mileage to the conference/event and the start time of the conference/event agenda.

Clark stated it was decided this should be a case-by-case basis. Clark stated there is not anything currently in policy about going down the day before and this in written policy will give the Auditor's office the ability to determine payment if the person goes to conference the night before. McCuiston and Clark commented about those county employees who attend committee meetings before conferences begin.

White asked about why there is nothing in the policy update about reimbursement of adult beverages? Clark stated this item was in already the original policy.

Motion made by White seconded by Burns and unanimously adopted by the Court to adopt the travel policy with updates/revisions, as presented. (See attachment)

13) Clark presented information regarding FY17 county insurance. Clark reviewed the sheet titled "Wise County – Employee Benefits Review Health" for Aetna Insurance (current provider).

Clark reminded the court that the county pays 100% for employee and approximately 50% for dependents. Clark noted the "buy up plan" if employees want a "richer" plan.

Clark compared the monthly medical cost for the base plan paid by the county for the current rate and renewal rate for Aetna as follows:

- Employee only: Current \$751.76; Renewal \$941.47
- Employee and Spouse: Current \$1,503.53; Renewal \$1,882.95
- Employee and Children: Current \$1,353.18; Renewal \$1,694.65
- Employee and Family: Current \$ 2,255.30; Renewal \$2,824.42

Clark stated that this was a "non-starter" for the county when the insurance committee first received this information. Clark explained that this is not affordable from the county budget perspective or the employee perspective. Clark stated the committee has been relentless in searching for a better insurance option for the county and employees. Clark stated this was completed on Friday. Clark stated the county has received a quote from Texas Association of

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Counties (TAC) to enter the health insurance pool. Clark stated that 207 of the 254 counties in Texas participate in the pool.

Clark stated the county has not been able to get into the pool in the past. Clark presented documents to the court for the court's consideration. Clark stated the insurance provider through TAC is Blue Cross Blue Shield (BCBS). Clark continued that if the county wishes to go with TAC Insurance Pool BCBS it will be a 5% decrease in cost from the current Aetna plan for the county and the employee. (See attachments)

Clark noted the following differences from the current Aetna base plan to the BCBS base plan:

- Deductible for Individual: \$2,500/year (Aetna); \$2,500/year (BCBS)
- Deductible for Family \$5,000/year (Aetna); \$7,500/year (BCBS)
- Office Visit Co-Pay: \$40.00 (Aetna); \$40.00 (BCBS)
- Co-Pay Specialist: \$60.00 (Aetna); \$50.00 (BCBS)
- Urgent Care Co-Pay: \$50.00 (Aetna); \$50.00 (BCBS)
- Hospital admission: deductible + 30% (Aetna); deductible + 20% (BCBS)
- Outpatient Surgery: deductible + 30% (Aetna); deductible + 20% (BCBS)
- Emergency Room: \$250.00 (Aetna); \$150.00 + deductible and 20% (BCBS)
- Currently waived if admitted
- Prescriptions:
  - Under BCBS \$250.00 deductible
  - Co-Pay Generic \$20.00 (Aetna); \$10.00 (BCBS)
  - Co-Pay Brand: \$40.00 (Aetna); \$30.00 (BCBS)
  - Co-Pay Non-Formulary: \$60.00 (Aetna); \$50.00 (BCBS)

Clark noted the health maintenance program offered by TAC via the Health Insurance Pool that employees can enroll in if they're on maintenance medication: asthma, high blood pressure, cholesterol, and diabetes. Clark stated that if an employee is a member of the health maintenance program they will receive 50% off their co-pay for those maintenance drugs.

Clark noted the out-of-pocket maximum will be as follows:

- Individual: \$5,000.00 (Aetna); \$4,350.00 (BCBS)
- Family: \$10,000.00 (Aetna); \$6,200.00 (BCBS)

Clark noted there are no out-of-network benefits under the current Aetna Plan. Clark noted there will be out-of-network benefits under BCBS.

Clark reviewed the cost to county on the current plan versus the proposed TAC Health Insurance Pool BCBS plan:

- Employee Only: \$751.76 (Aetna); \$705.18 (BCBS)

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- Employee and Spouse: \$1,503.53 (Aetna); \$1,267.02 (BCBS)
- Employee and Children: \$1,353.18 (Aetna); \$1,407.48 (BCBS)
- Employee and Family: \$2,255.30 (Aetna); \$2,109.80 (BCBS)

County Treasurer Katherine Hudson commented that BCBS is a PPO not a HMO like Aetna.

Clark expressed excitement about this insurance opportunity to both the county and to employees. Clark stated the county will save approximately \$250,000.00 per year by making this change and noted the saving benefits to the employee as well.

Hudson presented a spreadsheet of how the insurance change will affect the employee per paycheck. (See attachment)

Clark presented the court with documents regarding life insurance, dental insurance and vision insurance opportunities under the TAC Health Insurance Pool. (See attachment)

Clark noted the following:

- Life Insurance provided to county employees is \$25,000.00. Clark stated TAC is going to keep the amount the same but at lower cost to the county.

Current monthly premium: \$1,983.00 (Aetna); \$1,854.00 (BCBS)

- Dental Insurance monthly premium will stay flat at the current rate.

Clark proposed the following for county employees to opt into if they choose and to not have the county pay for this insurance premium. Clark stated that ten people must participate for TAC to honor the rates for vision premiums.

- Vision Insurance Plan Premiums(See attachment):

Employee Only: \$8.38/month  
Employee + Spouse: \$13.41/month  
Employee + Children: \$13.69/month  
Employee + Family: \$22.07/month

Hudson noted the vision insurance premiums are reflected on the spreadsheet she provided with cost to employee per paycheck.

Clark stated the county has cut the rate \$1.54 million dollars from the current Aetna premium renewal rate to the TAC Health Insurance Pool BCBS rate.

Clark requested the court authorize the County Judge to enter into an Interlocal Agreement with Texas Association of Counties to get into the Health Insurance Pool. Clark stated this is not an

RFP for insurance plans; it is an Interlocal agreement with TAC to enter the pool and they'll honor these rates.

Lamance asked Clark about why the county is eligible to enter the pool this year when we haven't been eligible in the past? Clark stated that it just depends on what has happened in the pool the previous year and who the pool can take on new. Clark stated once the county is in the pool the county will not be kicked out. Clark stated the pool is selective on who can get in and they could afford to let us in this year.

Clark asked if anyone has questions? White asked Clark if he has information regarding retiree benefits. Clark stated he has nothing to share at this time but in the TAC pool there is a benefit called Silver Care available to retirees to supplement Medicare. Clark stated this is a good benefit to retirees but doesn't have any information available today. Hudson noted this would be at the employee's expense. Clark told White he will bring information on retiree medical benefits.

Clark stated it is rare to get insurance "good news" and in a lot of ways the premiums are lower and the benefits are better.

Motion made by Burns seconded by White and unanimously adopted by the Court to authorize Clark to enter into an Interlocal Agreement with Texas Association of Counties (TAC) Insurance Pool for the base plan rates and buy-up plan rates, as presented, along with Dental, Life and making Vision available to employee's cost. (No attachment)

14) Motion made by White seconded by Lamance and unanimously adopted by the Court to accept the following donations with the Court's thanks:

- Alvord Cemetery Association \$500.00 to Inmate Work Crew.

15) Bids: None

16) Consent Agenda Item:

a) Department Head Reports:

- Systems Administrator Steven Melton reported that his department has begun to install COPsync in county offices and will phase out the panic button. Melton continued that there will be COPsync Training on Friday, June 29, 2016 at 10:00 AM in the 271<sup>st</sup> Judicial District Courtroom.
- County Engineer Chad Davis stated that he received a utility request easement change request for CR 4668 that was previously approved. Davis requested to TABLE action regarding this item until he and Lamance can review the request.
- Treasurer's Report June 2016 (See attachment)
- Animal Control Report for June 2016 (See attachment)

b) Budget Amendments:

- FY16-20 for various line items and Public Works insurance recovery to repair vehicle. (See attachment)
- FY16-21 for 21 bullet proof vests for the Wise County Sheriff's Department. (No attachment)

Wise County Sheriff's Office Captain of Enforcement Operations Wes Wallace advised the court that a 50% matching grant for protective vests is available. Wallace continued that vests are approximately \$725.00 each and the county currently has fifteen (15) that are expired and six (6) will expire about the time the new ones are received. Wallace explained that there is a 5 year life on vests and the county will pay the full amount and will be reimbursed for 50% of the total cost to the county. McCuiston stated the grant is \$29,000.00 and the county portion of the cost is \$14,500.00.

Sheriff's Deputy Heinrich Downes advised the court of a grant available to the county for incident based reporting for the state of Texas. Downes stated the county is currently using uniform crime reporting (UCR) which is going away. Downes stated the State of Texas mandates the county upgrade to the National Incident Reporting System which is used by the Federal Bureau of Investigation (FBI) and the Department of Justice. Downes stated the state has given the county until next year to upgrade. Downes continued this is a 100% grant (no match) to upgrade the infrastructure of the current system. Downes requested to apply for the grant. Downes told Lamance that this will required an upgrade of the entire operating system and will not be cheap. Downes stated the state has allocated \$16.2 million dollars for this total grant pool and 50 counties have applied for the grant to-date.

c) FY14 & FY15 and FY15 & FY16 – 3 Year Capital Expenditures:

Clark stated that in May 2016 he and Project Manager Glenn Hughes asked the court to allow them to get design work from Eikon for an overhaul/renovation of the Women's Building at the Fairgrounds. Clark discussed the revenue generating ability of the Women's building. Clark stated the design-phase is complete and he now requests for work.

Clark read the attached memo to the court regarding Fairgrounds Capital Expenditure Request. (See attachment) Clark noted some of the events that are held at the Women's Building.

Clark noted Basic IDIQ is recommended for the turn-key project. Clark noted Basic IDIQ is a contracting company with construction services on state contract via BuyBoard and TIPS. Clark stated time has been blocked out through September to get the work completed. Clark stated the work time should be 45 days. Clark stated Basic IDIQ's turn-key proposal is \$177,566.91 which will come out of Wise County Fairground Capital Expenditure Fund. Clark noted there is currently \$1.3 million in Fairgrounds Capital Expenditure Fund to be used for the fairgrounds.

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Asset Control Officer Diana Alexander noted for record that she will need to issue a Purchase Order through BuyBoard and get a house bill on it if this is approved.

Hughes commented about revenue generated by rental of the Women's Building. Hughes commented that the building is long overdue for remodeling. Clark stated the \$1.3 million in Fairgrounds Capital Expenditures is there for a reason and is not doing taxpayers any good just sitting there.

Kennedy asked if the remodeling includes the exterior of the building or the interior only? Clark stated that it is for the interior only. Kennedy asked about the restrooms at the facility? Hughes stated the restrooms are not included in this project. Clark stated they're ok with the restrooms and a few things will be done to them but not much.

Lamance asked what in the building is worth \$177,000.00? Clark stated the project will include the following: take out drop-ceiling; paneling; add sheetrock wainscot; and HVAC/duct work. Hughes stated it will be exposed heat/air duct as well as renovating the existing flooring.

Clark stated this project will be very much in place with the fairgrounds and what goes on at the Wise County Fairgrounds. White asked about renovations to the kitchen? Clark stated they'd like to eventually upgrade some of the appliances from residential to commercial. Clark stated the only remodel that will touch the kitchen is to cut a serving window into the kitchen for serving purposes.

Burns and Kennedy asked about improvements to the stage? Clark stated this will include some lighting but will keep the original stage floor.

Lamance asked about any increase to square footage to the building? Hughes commented it is 6,000 square foot and discussed project cost per square footage. Lamance asked about projected growth? Clark stated that growth is not the goal right now, "We're looking to take what we have and make it better." Clark said, "If we're not going to take things out there and make them better why'd we get them in the first place?" Clark asked why \$1.3 million was taken and put into the Wise County Fairgrounds Capital Expenditure Fund? Lamance commented about the Emergency Medical Services (EMS) building and "trying to whitewash something that won't work." Clark told Lamance, "I wouldn't be for it if the funds were coming from General Fund, but we've got funds tied up to be fairgrounds improvement money. This makes us money. If we're not going to improve the building why do we have it?"

Kennedy discussed exterior improvements that will need to be done in the future. Clark requested to do this with Basic IDIQ since they're pre-bid services. (See attachments)

d) Claims/Payroll:

- Walk to Court claims for Constable Pct. 3 Doug Parr (See attachment)
- Walk to Court Claims dated 7-25-16 (See attachment)

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- Claims Register dated 7-25-16 (See attachment)
- Payroll Register dated 7-22-16 (See attachment)

McCuiston noted that on the 'Walk-to-Court' she needs to transfer \$1.2 million from Precinct Reserves to TxDOT for the CR 4511 project in Precinct No. 1 as there isn't enough money to cover it until he (White) gets paid. McCuiston stated that TxDOT has been good about reimbursing the county. McCuiston continued that there is currently \$2.9 million in Reserves and she's moving funds from one fund to the other.

White asked the court about having poison ivy vaccine shots for all road hands and Public Works be paid for by the county. White stated that several Precinct No. 1 road hands have encountered poison ivy when they clear right-of-way. White stated the employees must pay the co-pay for the series of shots (with insurance covering the rest of the cost), and stated it'd be in the county's interest to pay for the shots. White stated that there are other department employees that receive immunizations (i.e. animal bites) and the county pays for the immunization. White stated this will be on a voluntary basis because some may not wish to receive the immunization. Clark asked McCuiston how this works (about billing)? McCuiston stated the doctor's office bills the county for the cost. White stated there are instances where the employee is off work several days trying to get the rash under control. White stated he doesn't feel it is too much to ask for the county to provide the necessary shots if they want to do that. Clark confirmed with McCuiston that if the shots are for anything other than poison ivy or poison oak then her office would decline the invoice.

Lamance asked when the shots are administered? White stated it is a preventive shot.

e) Utility Permits/Right-of-Way:

County Engineer Chad Davis stated that he received a utility request easement change request for CR 4668 that was previously approved. Davis requested to TABLE action regarding this item until he and Lamance can review the request. (No attachment)

f) Interlocal Agreements:

Commissioners Court Attorney Thomas Aaberg presented an Interlocal Agreement with NCTCOG for the 195' 911 tower at the Sheriff's Department. (See attachment)

Aaberg stated the tower needs to be placed on county insurance once approved. The City of Decatur is doing permitting.

g) Contracts:

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

- Janitorial Contract for Wise County Boyd Annex – Lisa Boswell (See attachment)
- NovaCopy for Sheriff's Department (See attachment)

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- Janitorial Contract for Wise County Bridgeport Annex – Lisa Boswell (See attachment)
- Stenograph LLC for stenograph renewal for County Courts at Law #1 and #2. (See attachment)
- Agreement for Medical Services between Wise County and Alvord Medical Clinic P.A. for Inmate Medical (See attachment)
- Fully Executed Newark and Lake Bridgeport Fire Departments First Responder Agreements (See attachment)
- Fully Executed UDSA Forest Service MOU LE&I (See attachment)
- (VERBAL) Alexander re: COPsync additional licenses are required at no cost to county but do require an amendment to the agreement. Alexander requested approval pending proper paperwork.

***Back to agenda item 16d: regarding poison ivy/oak vaccinations.***

White asked whether the employees need to go the doctor, get the shot and then have the doctor's office bill the county? White asked if it is any doctor or a specific doctor? McCuiston and Clark told White to have the employee go to their doctor and see if they're willing to bill the county. Clark said to try their doctor first and see if the doctor will bill the county. Clark commented that the Auditor's office could provide something on letterhead stating this is a legitimate request for billing.

Motion made by Lamance seconded by Burns and unanimously adopted by the Court to approve all items presented under agenda item #16. (See attachments as necessary)

17) Project Agreements for Road Repair: None

18) Right-of-Way Improvement Requests: None

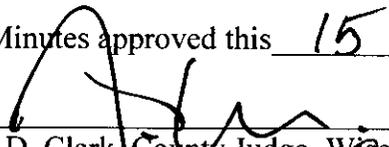
19) Burn Ban: None

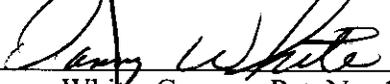
20) Committee Reports: None

21) Clark announced the next meetings as Monday, August 15, 2016 and Monday, August 29, 2016. Clark told the court he will provide information about FY17 budget meetings and hearings.

Clark adjourned the meeting at 9:53 AM there being no further business to be had.

Minutes approved this 15 day of AUGUST, 2016, as printed.

  
\_\_\_\_\_  
J.D. Clark, County Judge, Wise County

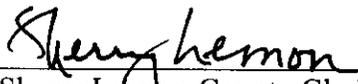
  
\_\_\_\_\_  
Danny White, Commr. Pct. No. 1

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

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

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

ATTEST:

  
\_\_\_\_\_  
Sherry Lemon, 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