

JULY 27, 2015

WISE COUNTY COMMISSIONERS' COURT MEETING

On this the 27th day of July, 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 Conference Room of the Elections Administration Office (200 S Trinity Street, Decatur) 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	(Absent)	Commissioner, Precinct No. 2
Harry Lamance	(Absent)	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.

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 with the exception of Burns and Lamance.
- 2) Pledge of Allegiance
- 3) Moment of Silence
- 4) Community Forum:

Wise County USDA Farm Service Agency representative Tracy Meadows stated his office is in the process of a new bid process for office space. Meadows stated that Wise County Ag Extension Agent Todd Vineyard expressed interest in being a "one stop" for Wise County agriculture producers. Meadows stated that customers are frequently sent between the offices (Ag Extension and USDA Farm Service Agency). Meadows stated that the bid process will begin in the near future and opened it to Commissioners Court interest and offered to attend a future Commissioners Court meeting as an agenda item.

- 5) Correspondence: Clark thanked Election Administrator Sabra Srader for the use of her conference room while the courthouse elevator is being repaired.

- 6) Motion made by Kennedy seconded by White with Clark voting aye to approve the minutes of the meetings June 23, 2015; June 29, 2015 and July 13, 2015, as presented. (No attachment)
- 7) Motion made by White seconded by Kennedy with Clark voting aye to accept the Western Surety Official Bond and Oath Bond No. 716079020 for Assistant Fire Marshal Joe Washburn. (Original bonds are filed in Official Bond and Oath Records by the Wise County Clerk.)
- 8) No action taken by the court regarding the Application to Purchase an Interest in the Surface of Mineral Estate. Commissioners Court Attorney Thomas Aaberg presented a signed Application as well as Declaration and Order documents for the three vacancies on CR 4360 (Old Mule Ranch Road) located in Precinct No. 1 that were approved on July 13, 2015. (See attachments)
- 9) Stephens, Bastian & Cartwright representative Kristin Huddleston appeared before the court to discuss renewal of county health insurance.

Huddleston stated that the medical loss ratio is 117% meaning 17% more was paid out by the insurance company (Aetna) in claims than what was paid in as premiums. Huddleston stated the initial renewal was calling for a 35.8% increase and after negotiation the final renewal is a 24.9% increase if the county stays with the same plan. Huddleston presented a "Wise County Medical Insurance Cost/Benefit Analysis" and noted that compared to four other large employer plans in the county Wise County has the richest plan as far as deductible and employee contribution.

Huddleston stated that the review proposes a base plan with the option to buy up to the current plan. Huddleston noted the county is on a three tier structure and proposed a four tier payment structure (Employee, Employee + Spouse, Employee + Child(ren), and Employee + Family). Huddleston pointed out the cost shift that would be proposed under the new four-tier plan (Section 4 of handout) and stated an anticipated enrollment shift that will lower the county's share to the \$330,256.11 under "Estimated Enrollment Shift Due to Contribution Changes."

Huddleston noted the Contribution Analysis showing the employee's responsibility per pay period (before/after) at the bottom of the worksheet.

County Treasurer Katherine Hudson stated the county paid percentage for dependents will be different after the change. Clark noted the county currently pays 65% of dependent coverage and will pay approximately 50% of dependents.

Clark asked if there were questions? Kennedy confirmed increases for employee plus child and employee plus spouse, etc. Clark asked Huddleston to explain the medical loss ratio? Huddleston explained the loss ratio is 17% more paid out in claims than what is paid in premiums. Huddleston stated that of that 17% there were 46 large claims this year (four times the normal) and stated the court wants to get to a lower number or shift the premium to (a) Shift

the people to where their more responsible for the premium or (b) to shift to their employer which may reduce cost to the county. Clark commented that this was a really bad year of claims. Huddleston stated that the majority of the 46 large claims a majority are on-going and aren't going away and Aetna must prepare for that. Huddleston commented this is the second year in a row the claims have outnumbered the premiums paid in.

Kennedy commented the county doesn't have much of a choice. Kennedy and Clark commented about the benefits of the proposed base plan. Huddleston commented that the county will continue to provide great benefits to the employees with employees having the option to buy up to a richer plan. Huddleston commented about the amount paid by county for the employee only premium as well as the amount the county pays for dependents.

Motion made by Kennedy seconded by White with Clark voting aye to accept the proposed renewal with Aetna for medical insurance benefits for FY2016. (See attachment)

10) Wise County Project Manager Glenn Hughes stated that Eikon that is repairing the Wise County Law Enforcement/Jail Facility Roof due to the ice storm claim from earlier this year has recommended the installation of ice grips on the roof (to catch ice build-up) at an estimated cost of \$28,000.00. Hughes stated that he felt this should have been covered by insurance and that he and Commissioners Court Attorney Thomas Aaberg have discussed this with the insurance company, and if it is industry standard then the insurance company will cover it. Hughes stated that Eikon Engineers wrote a letter discussing the benefits of ice grips but did not discuss the liability if ice hits a person. Hughes stated that he and Aaberg are meeting with Eikon today to re-write the letter and give it more "teeth". Hughes stated he and Aaberg are working with the engineer to make this an industry standard. Aaberg commented that they're requesting that the insurance company cover the cost of the ice grips but if insurance doesn't cover it then permission to proceed with the installation at cost to the county. Aaberg noted there are two options.

Sheriff David Walker discussed loss of air conditioner units due to ice damage and possible personal injury if ice slides off the roof and hits someone. Walker cited an instance earlier this year where someone was standing under ice taking a picture of it and was requested to move. Walker noted a one foot square of ice weighs approximately fifteen pounds.

Walker stated the ice grips are (in his mind) similar to cleats. Walker asked about putting ice grips around the perimeter only? Aaberg confirmed that he asked Eikon about this and ice grips would be installed over the entire roof.

White discussed gutter damage and repair from ice storms. Aaberg noted the engineer seemed relieved when Aaberg told him this would be presented to commissioners. Clark expressed hope that the insurance company will cover this cost because it is recommended by the engineer.

Page Four, July 27, 2015 Mtg...

Motion made by Kennedy seconded by White with Clark voting aye to approve the change order on the jail roof project to add ice grips with the first path being to pursue an insurance claim to pay for it and, if not, then the county will pay for it. (No attachments)

11) Donations:

Motion made by White seconded by Kennedy with Clark voting aye to accept the donation of \$500.00 from Alvord Cemetery Association for Fund 77 and \$50.00 from Eileen Standridge to Fund 30 (K-9), as presented with the court's thanks. (No attachment)

12) Bids:

Kennedy noted for court record that he purchased a vehicle from Ritchie Bros Auctioneers for Precinct No. 4.

Walker stated he has worked with County Auditor Ann McCuiston regarding a CAT Fleet 2015 Chevrolet Tahoe (demo) to be purchased out of existing FY2015 Sheriff's Department funds for the third K-9 officer that will be here in October 2015. Walker stated the cost is \$57,897.69 and that doesn't include radar. Walker confirmed with Asset Control Officer Diana Alexander that this will be purchased via the Caldwell contract with Buyboard. Walker stated the cost (with radar) will be approximately \$60,000.00 to \$61,000.00. Walker confirmed to White that this is not a replacement vehicle.

Motion made by White seconded by Kennedy with Clark voting aye to authorize the purchase of the 2015 Chevrolet Tahoe, as stated, for a K-9 unit via Buyboard with funds be transferred within the Sheriff's Department FY2015 budget. (No attachment)

13) Consent Agenda Item:

a) Department Head Reports:

- Hughes reported about the portable building project at Public Works. Hughes stated he received a bid for \$48,000.00 to \$49,000.00. Hughes stated they'll not be able to do everything they want to the buildings but will be able to paint the buildings and install new flooring. Hughes stated construction will begin Wednesday of this week and hopefully the departments in the Development Services Building will be out of the rented building long before the lease expires.
- Walker reported that he is working with CAD and Tyler for the software at the jail. Walker stated he will get information to Clark this week for an agenda item on the next agenda to discuss the RMS system for the jail.
- Tax Assessor/Collector Monte Shaw provided the "2015 Property Tax rates in Wise County" and the "2015 Property Tax Rates in Wise County College Branch Maintenance Tax" for WCWC. (See attachments)

- Auditor's Report June 2015 (See attachment)
County Auditor Ann McCuiston noted the following:
 - Audit of Excess Hours: Vacation/Comp hours accumulated for some departments. McCuiston stated those department employees are using their vacation time.
 - \$1,150.00 generator missing from Emergency Medical Services (EMS) asset inventory.

McCuiston stated that Emergency Medical Services (EMS) Director Charles Dillard has not been able to locate the missing generator and the court needs to be aware of it. White asked Dillard, "How is this just missing?" Dillard told the court that the generator was in a trailer that was locked up and they noticed it was unlocked and the generator was missing. Dillard also stated there was a trailer next to it with a generator and it was untouched. Dillard stated the missing generator was turned over to the Sheriff's Office and an investigation has been performed and, so far, there have been no results. White asked Dillard the purpose of the trailer? Dillard stated the trailer is located on the EMS back parking lot. Dillard stated he is trying to get a security system at EMS now and has tried for years.

Clark asked Dillard why the trailer was unlocked? Dillard said he didn't know. Dillard stated it was a combination lock. Clark and White asked if the lock was cut? Dillard said he didn't know if an employee left it unlocked after checking out some equipment or someone knew the combination and unlocked it. Dillard stated, "We're not sure how it happened."

White and Dillard discussed the current security system. Dillard stated the current system allows you to see a vehicle but not recognize the occupants. Dillard briefly explained the system. Systems Administrator Steven Melton told the court that between his department and Walker's Sheriff's Department, there may be enough equipment to get a security system built for the EMS.

White asked if anyone at EMS knows anything about the generator? Dillard stated all employees have been asked and no one knows anything about it. Walker stated this was assigned to a Sheriff's Department investigator; the investigator talked to several EMS employees and it has been tagged as stolen property in case it is ever pawned.

Walker commented about security at EMS. White commented about how someone could come up to EMS, unlock a combination lock and take equipment with everything else that goes on up at EMS. Dillard stated there is a dirt road that comes up behind EMS property being the cable company's access to their building. Dillard stated they have had people who were living behind the EMS station; getting into the EMS ice machine and walking through the bays. Dillard stated law enforcement was called on those instances.

- McCuiston referenced the audit letter findings in the back of the June 2015 Auditor's Report and noted Constable Precinct No. 3 Doug Parr's audit letter and stated that she is waiting on reports from that office that she hasn't received FY14 or FY15 yet. McCuiston noted Parr was out of the office last week.

b) Budget Amendments:

- FY15-21 for various line item transfers including storm damage at Public Works and the Precincts; recent murder trial; transfer of funds to Juvenile Probation and Indigent Health Care to complete FY2015 from General Fund; transfer funds from Jail Inmate Fund to Impound Vehicle Fund to purchase the 2015 Chevrolet Tahoe referenced earlier in this meeting.

c) FY14 & FY15 – 3 Year Capital Expenditures Plan: None

d) Claims & Payroll:

- Walk to Court Claims (Including large payment on jail roof)
- Disaster Walk to Court Claims
- Claims Register dated July 23, 2015
- Toll charges re: application requesting exemption status for county vehicles (Emergency Medical Services (EMS) and Law Enforcement)

e) Utility Permits/Right-of-Way: None

f) Interlocal Agreements: None

g) Contracts:

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

Fully Executed:

- First Responder Letter of Agreement – Boonsville-Balsora VFD (See attachment)
- Department of State Health Services FY2016 Cities Readiness Initiative Contract (See attachment)

For Approval:

- Bentley Systems SELECT Subscription for County Engineer (See attachment)
- Texas Parks and Wildlife Department County Boat Agent Agreement (See attachment)
- Dustin Office Machines for a copier at Justice of the Peace Pct. 2. (See attachment)
- AirMedCare Network Group Full Membership for Wise County (See attachment)
- Sixty (60) day Notice of Termination and Non-renewal of Lease Agreement for Development Services Building (See attachment)

Motion made by Kennedy seconded by White with Clark voting aye to approve all items listed under agenda item 13 as discussed.

Page Seven, July 27, 2015 Mtg...

14) Project Agreements for Road Repair: None

15) Right-of-Way Improvements

White discussed an offer of concrete slab and large rock material to be donated by C.L. Gage of Decatur. White stated that Burns advised that the material can be used in Precinct No. 2 in washout areas.

Aaberg recommended doing this under agenda item 11: Donations.

Back to agenda item 11: Consider accepting donations.

White stated Precinct No. 1 landowner C.L. Gage has offered to donate large slabs of concrete and large rocks to the county as they have no value to Gage.

Aaberg presented an "Agreement for Donation of Money, Land, Labor, Equipment or Materials for Roads in Wise County, Texas" form for White to have Gage complete for the abovementioned property.

Clark asked if Gage needs to complete this form before the court takes action? Aaberg stated it can be approved pending completion of the form.

Motion made by White seconded by Kennedy with Clark voting aye to accept the donation from C.L. Gage of concrete slabs and large rock pending receipt of the signed and completed donation form.

Aaberg outlined the donated items criteria and other aspects of the form.

16) Burn Ban:

Motion made by White seconded by Kennedy with Clark voting aye to renew 90-day burn ban, as is (based on National Weather Service red-flag days). (See attachment)

17) Committee Reports: None

18) Clark announced the next meetings as Monday, August 10, 2015 and Monday, August 24, 2015. Clark noted that all meetings held during courthouse elevator repair will be held in the Elections Administration building (200 S Trinity Street). Elevator repair began on July 20, 2015.

19) Clark adjourned the meeting at 9:43AM there being no further business to be had.

Minutes approved this 10 day of AUGUST, 2015, as printed.

[Signature]
J.D. Clark, County Judge, Wise County

[Signature]
Danny White, Commr. Pct. No. 1

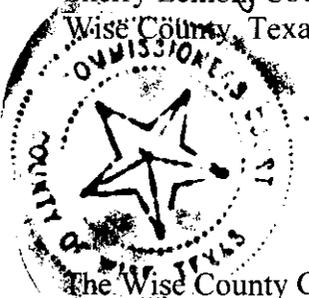
[Signature]
Kevin Burns, Commr. Pct. No. 2

[Signature]
Harry Lamance, Commr. Pct. No. 3

[Signature]
Gaylord Kennedy, Commr. Pct. No. 4

ATTEST:

[Signature]
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