

JANUARY 27, 2020

## WISE COUNTY COMMISSIONERS' COURT MEETING

On this the 27<sup>th</sup> day of January, A.D., 2020 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 Court 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: None
- 5) Correspondence:
  - Meals On Wheels annual fundraising dinner on April 3, 2020 at 6:00 PM at the Decatur Conference Center. (See attachment)
- 6) Precinct Coordination/Cooperation: None
- 8) Bridgeport ISD middle school eighth grader Riley Sparks appeared before the court to raise awareness of the disorder of epilepsy. Sparks' mother stated there will be a walk on March 26, 2020 at Harwood Park in Bridgeport, TX. Sparks' mother also said that there will be purple shirts available for purchase for this event.

Motion made by Burns seconded by White and unanimously adopted by the Court to proclaim March 26, 2020 to be Epilepsy Awareness Day. (See attachment)

Page Two, January 27, 2020 Mtg...

7) Plats:

Motion made by White seconded by Lamance and unanimously adopted by the Court to approve the following plats, as presented, including letters from Development Services or Kimley-Horn and Associates, Inc. as provided.

- Final Plat/Maintenance Period Acceptance Walnut Grove Estates, Phase 2-B, located in Precinct No. 1 including a letter of general conformance from Kimley-Horn and Associates, Inc. (See attachment)
- Preliminary Plat Hall View Estates, Lots 1-5, Block 1, located in Precinct No. 1, including a letter of conformance from Wise County Development Services. (See attachment)
- Final Plat Hall View Estates, Lots 1-5, Block 1, located in Precinct No. 1, including a letter of conformance from Wise County Development Services. (See attachment)
- Final Plat Perry Addition, Lots 1-2, Block 1, located in Precinct No. 1, granting a variance for a drainage study, and including a letter of conformance from Wise County Development Services. (See attachment)
- Final Plat Starry Night Ranch, Lots 1-2, Block 1, located in Precinct No. 3, granting a variance for a drainage study, and including a letter of conformance from Wise County Development Services. (See attachment)
- Final Plat Hummingbird Estates, Lots 1-3, Block 1, located in Precinct No. 3, granting a variance for a drainage study, and including a letter of conformance from Wise County Development Services. (See attachment)
- Final Plat Winter Acres, Lots 1-3, Block 1, located in Precinct No. 4, granting a variance for a drainage study, and including a letter of conformance from Wise County Development Services. (See attachment)

No action taken by the court on the Final Plat for Yi Acres, Lot 1, Block 1, located in Precinct No. 3 as no plat was provided for court review.

9) Motion made by Kennedy seconded by Lamance and unanimously adopted by the Court to appoint Wise County Elections Administrator Sabra Srader as the Early Voting Clerk for the Tuesday, March 3, 2020 Primary Elections. (No attachment)

10) Motion made by White seconded by Burns and unanimously adopted by the Court to approve the Wise County Election Administration Office (200 S. Trinity Street, Decatur, TX) as the main early voting polling location for the Tuesday, March 3, 2020 Primary Elections. (No attachment)

11) Motion made by Lamance seconded by Kennedy and unanimously adopted by the Court to approve the dates, times, and locations for the early voting period and Election Day for the Tuesday, March 3, 2020 Primary Elections, as recommended and approved by the Wise County Elections Board. (No attachment)

Page Three, January 27, 2020 Mtg...

12) Motion made by Burns seconded by White and unanimously adopted by the Court to authorize Wise County Elections Administrator Sabra Srader to enter into a joint contract for election services with the Wise County Democrat and Republican Party chairs for the conduct of the Tuesday, March 3, 2020 Primary Elections. (No attachment)

13) Donations: None

14) Motion made by Burns seconded by Lamance and unanimously adopted by the Court to transfer one truck from the Wise County Fire Marshal asset inventory to Department of Information Services (DIR) and another truck from Maintenance asset inventory to Wise County Fairgrounds. (No attachment)

15) Consent Agenda Item:

a) Minutes:

- January 13, 2020 minutes (No attachment)

b) Department Head Reports:

- Sheriff Lane Akin stated NCTCOG will be submitting a grant request for \$20 million for radio improvement to be disbursed across the state. Akin stated NCTCOG is requesting applications from individual entities for the funds. Akin stated that Wise County is teaming with Ellis, Parker and Palo Pinto Counties to apply for this funding. Clark confirmed this is for dispatch consoles. Akin stated there is no local match required.
- Treasurer monthly activity report for December 2019 (See attachment)
- County Auditor Ann McCuiston read through the following policy list to be updated/renewed with current signatures:

Wise County Operations Policy; Wise County Fraud Prevention Policy; Wise County Debarment Policy; Wise County Debt Management Policy; Wise County Purchasing Policy with Procurement Policy; Wise County Fixed Asset Policy; Wise County Comprehensive Fund Balance Policy; Wise County Travel Reimbursement Policy; Wise County Wireless Telephone Policy; Wise County Usage Policy for County or Grant Vehicles; Wise County Investment Policy. (See attached list; and attached signed Fund Balance Policy)

- Public Works Director Joey Highfill requested an additional employee to assist with platting. Highfill commented about how busy the department is. Highfill did not request additional budget funding as he and McCuiston determined there is enough funding in the current budget for the position. Clark confirmed this is due to an agreement with the City of Denton for a landfill. Clark confirmed the position will be a full-time position to assist with platting and related duties. Highfill confirmed the salary at \$43,700.00 plus benefits for a total of \$64,000.00. Highfill commented that several developers have commented that they like to work with Wise County Development Services on platting projects.

Page Four, January 27, 2020 Mtg...

Commissioners Court Attorney Thomas Aaberg asked if the maintenance bonds can be transferred to Development Services for tracking purposes. Highfill told the court he will get with County Treasurer Katherine Hudson about this. McCuiston commented that she is already forwarding the Kimley-Horn and Associates, Inc. invoices to Highfill for review.

c) Budget Amendments: Budget Amendment FY20-04 for the Development Services position. McCuiston stated the position will be funded from Public Works Landfill line item and not Kimley-Horn and Associates, Inc. Clark commented the landfill switch made a huge difference.

d) Capital Expenditures: None

e) Claims and Payroll: Registers presented. (No attachment)

f) Utility Requests: None

g) Contracts/Interlocal Agreements:

(Original Interlocal Agreements and Contracts are filed in the Asset Control Office by Diana Allen.)

- (verbal) Midwest Veterinary Supply pending receipt of the house bill document. (No attachment)
- Helen Farabee Memorandum of Understanding (See attachment)
- LogMeIn annual invoice (See attachment)
- Fully Executed (list): DIR Shared Services Master Agreement; Texas State of DPS Interoperability Channel Plan; and Centurylink Internet Service Renewal (See attachments)

Motion made by Lamance seconded by Burns and unanimously adopted by the Court to approve all items presented under agenda item 15, as presented, with changes noted.

Clark told the court the county will need to identify a go-getter for the Development Services position as that person will be very busy.

16) Project Agreements for Road Repair: None

17) Right-of-Way Improvement Requests: None

18) Burn Ban:

Clark discussed fog related issues this morning and the impact on Emergency Medical Services (EMS). Clark discussed a potential development opportunity of adding an Emergency Medical Services (EMS) crew to the southeast part of the County due to population growth.

Page Five, January 27, 2020 Mtg...

19) Committee Reports: None

20) Clark announced the next meeting as Monday, February 10, 2020.

County Treasurer Katherine Hudson stated Wise County qualified for a safety award. Clark stated the reason the award was not elevated is because the county doesn't have a safety committee.

21) Clark adjourned the next meeting at 9:32 AM.

Minutes approved this 10th day of February, 2020, as printed.

J.D. Clark, County Judge, Wise County

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

Absent

Kevin Burns, Commr. Pct. No. 2

Absent

Harry Lamance, Commr. Pct. No. 3

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

ATTEST:

Sherry Lemon

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



The Wise County Commissioners' Court adopted revised **Rules of Procedures, Conduct &**  
**Agenda of Meetings of Wise County Commissioners' Court** on March 25, 2019.