

**STATE OF TEXAS:**

**COUNTY OF MILAM:**

**BE IT REMEMBERED, that on Tuesday, the 12th day of July A. D. 2016, the Commissioners' Court of Milam County, Texas, convened in Special Meetings in the Commissioners' Courtroom, Milam County Courthouse, 102 S. Fannin, Cameron Texas, with the following members of the Court present, to-wit:**

**DAVID BARKEMEYER, COUNTY JUDGE**

**RICHARD "OPEY" WATKINS, COMMISSIONER PRECINCT NO.1**

**DONALD SHUFFIELD, COMMISSIONER PRECINCT NO. 2**

**JOHN FISHER, COMMISSIONER PRECINCT NO. 3**

**JEFF MUEGGE, COMMISSIONER PRECINCT NO. 4**

**BARBARA VANSA, COUNTY CLERK**

**And the proclamation having been made the Court was in session, the following business came on to be considered:**

**CALL MEETING TO ORDER & ESTABLISH QUORUM – 9:00 A.M. – All present**

**ANDERLE, BEATHARD & SUMMERLIN – WEST ABSENT – CONSTABLES**

**Beathard – Not really asking for anything. I think my operating expenses are good for what the county is going through at this time.**

**My car has almost 200,000 miles; if Susan would get another vehicle I would be interested in her truck; Rockdale PD will be selling a Caprice fully equipped, not sure if a radio will be included but I have mine; downfall with that many miles you would expect to have problems.**

**Anderle – I am not asking for anything. I wouldn't have a problem with Jay getting another car.**

**Judge – as you know at the start you do a lot, now like John having other things like the lumber company. All of you voice your opinion.**

**Jay – I don't feel I deserve any more pay than others. We all have the same duties as required by law. I feel like it at any time a County vehicle is warranted & go wherever needed. If something were to happen (accident) it would be a liability.**

**Muegge to Summerlin – have you talked to Mike? I think he’s going to be involved. I know he is in the Fire Department, EMS. He mentioned he is interested in animal control if the county would ever look for one.**

**Judge – Jay is doing a lot of traffic control. I have no problem with constables doing what they feel they need to.**

**Beathard – My personal opinion we work with the Sheriff’s Department, if they have any vehicles to sell I would rather the money stay within the county instead of to Rockdale.**

**Shuffield – about how many miles a year do you put on your car?**

**Beathard – when I got it had 143,00 miles now it has 184,00.**

**Anderle – Caprice rear wheel drive? / Beathard – yes**

**Shuffield – do you have to transport anyone?**

**Beathard – yes, my JP does truancy hearings during school and we do have quite a bit of work, particularly hauling juveniles.**

**Shuffield – do you need the partition between the seats?**

**Beathard – no, mine doesn’t have it now**

**Judge – what’s the bottom line? What happens to the \$15,000 in travel?**

**Summerlin – no maintaining for the car; fuel, tires, upkeep**

**Judge – Jay doing traffic regularly; he provides us with a report; my thinking is for example at one time John was running traffic, not anymore so how do we handle furnishing a vehicle. Keep up with report & we go to commissioners court for vote rather than setting a quota.**

**Beathard – last Friday I stopped 14 cars & wrote 4 tickets – not all stops are “tickets”; if we use the \$15,000 up we may not do repairs that are needed.**

**Shuffield – how is gas charged out?**

**Judge – General fund**

**Beathard - \$7500 put towards my taxes**

**Muegge – where do you get your tires**

**Beathard – Cameron Tire or a Government program. I am fortunate enough to be able to install equipment as needed.**

**Judge – Constable talk with your commissioner if you find a vehicle, then we can go to commissioners court and vote.**

**Shuffield – they also serve papers**

**Beathard – we have to be at court when JP has court**

**Shuffield – what does Sheriff do with old cars?**

**Beathard – you would have to talk to the Sheriff**

**Judge – Giles, hate to see you go. I have enjoyed working with you. How many years will you have?**

**Summerlin – 22.**

### **BILL TORREY – COUNTY ATTORNEY**

**Judge – tried doing salary study but it's hard to compare**

**Torrey – I understand there's no raises for county employees.**

**Judge – not sure how much to say but we're thinking of trying to plan a pay increase in budget & presuming outcome of lawsuit then see if we have the money to do it.**

**Torrey – You all have been good to us.**

**John got a grant, court approved it for 2 years & \$30,000 a year**

**I pay ½ of my receptionist the county pays ½**

**Leslie Whitten approached me when Kerry left – she was being paid \$18,000**

**Judicial transaction fee to be controlled by Commissioners Court**

**I told Leslie I would like to use this money for employees and it would stay in the county. If I were in control of the judicial transaction fee I would use the \$18,000.**

**I will get money from the City for the forfeiture house – I think it sold for around \$65,000 to \$75,000.**

**I would love to get my employees salary increases.**

**Torrey to Danica – I think there's about \$35,000 in the account.**

**Danica – yes, \$35,000 to \$45,000 – McCreary, Veselka gets paid out of here for collecting delinquent fines**

**Judge – you brought up paying attorneys – my concern is & has been brought up by JP if Bill uses it for his employees, others will want it too, like**

**Vansa – like Barbara, we collect it too and yes I would want it for my girls.**

**Judge – it would make sense to me to pay Kyle & Joe out of these funds – we need to be able to give them yearly raises to keep them here.**

**Torrey – if able to give ALL employees then my 7 employees get increase but not the attorneys if they get Local transaction fee.**

**Muegge – like when Nancy Tucker was hired, you have to specify where funds that can be spent**

**Vansa – I have looked at the Code and have not found what it can be used for. Who would you talk to for clarification since it's not in the code?**

**Judge – talk to TAC for answers; you (Bill) certainly raised questions on using these funds & I agree for you to use it.**

**Muegge – so you have 10 employees?**

**Torrey – 3 lawyers, receptionist (Gloria); Donnell, Doug (investigator), Veronica, Trish, Natalie**

### **JUDGE & COMMISSIONERS**

Vansa – Listening to the discussion about Jay’s car - what are you going to do with the car Maribeth was driving?

Judge – that would not be for Jay

Vansa – not saying for him but maybe a trade in or put towards a car or truck for Jay

#### **KAREN BERRY – DISTRICT CLERK**

I put in for a raise for the girls and not one for me. What do ya’ll think about that?

Judge – what we’re telling everyone is putting raises in & implement if we win the lawsuit.

Berry – have increases – part time help leave unless others get raises

Shuffield – who is your part time?

Berry – Donna Kimbrel and she works 24 hours a week, if we are busy she will work 28 hours a week;

I have listed job duties.

Office supplies, microfilm, publications, conference & dues, miscellaneous - same

I will need a public hearing for the Records Archive Fee with the regular budget hearing

I have talked to Jason about scanner for our office because the ones we have are too big for our desk.

I need to restore some books – can I use microfilm money? Kofile told me they have some of our books from when Cindy was clerk, she gave them books and only had so much money to use so the books they have are from that project that didn’t have enough money for.

Danica & Vansa – you can use the microfilm & Joint account with County Clerk for books.

Watkins – I see ya’ll did 68 passports in one month.

Berry – yes, not only Milam County people; Donna & I are certified now so we can do passports also; we now do passports by appointment only.

We stay busy & my girls are well deserving of raises.

Judge – Ya’ll have heard Andy about the building; the tax office & probation office are also leaking; to Karen & Barbara – ya’ll better watch your records over there.

Shuffield – 8 lines were stored over there but not sure if they are still there

Judge – Frank got money through Grant that covered several roofs & others needs, we need to check & see if any are available.

We're going to try to put it all together once we hear from everyone.

Court cases – you drink beers, get in your car, your illegal to drive - I tell my people when they come to court for DWI you better be careful not to get caught again because you will go to prison. You would be amazed at how many smoke pot and drive without a license and or insurance.

Berry – are ya'll through with me? Judge – yes

Shuffield – you said cut your budget in ½?

Berry – do not touch my office, Barbara's or the Tax Office, we have already been cut to the max.

#### **DEBBIE OLBRICH & BENNY JASSO – WIC – FY 2016**

Clinical – Extra funding for FY2016 is \$7400. Have ya'll made any decisions on the roof? May be able to use part for repair on the roof.

Judge – Andy has gotten bid

Olbrich – there are some leaks, we've put trash cans to catch the leaks, we put out red cones for precaution.

Judge – it's been debatable do we need to spend \$50,000 or can we do some maintenance?

Jasso – we need to know before September

Olbrich to Jasso – can we pre pay?

Jasso – can for up to 60 days

Olbrich – Staffing chart – Can I ask Jason about adding Mr. Jasso on the Milam County website in case something would happen we would have access to our reports.

Judge – Don't spend on wasteful things.

Olbrich – I go to Sam's and sometimes spend \$1500 also use Staples & Office Depot - Will have carpet cleaned – I found someone in Rockdale to clean the carpets which I have cleaned once a year.

Muegge – we don't want to lose the money

Olbrich – with new system coming in we will need internet.

Jasso – some agencies contract out, some use county IT.

**Olbrich – can we use Jason & Garrett? Judge & Commissioners - yes**

**Jasso – you have to make sure the IT connection is big enough – make sure it's enough to cover phone lines,**

**Jasso - Initial contracts, funding**

**Surplus balance is actual what she has earned; should have enough to use at the end of the year, WIC brings money into the county. June has been turned in just haven't received report yet.**

**Judge – How often do you want us to meet with you?**

**Olbrich – we want you to be comfortable with us.**

**Judge – quarterly?**

**Olbrich – that's good. If Benny can't be here can I come myself? Judge – yes**

**Judge to Commissioners – do ya'll want Debbie to meet with us the same time as the Health Department?**

**Olbrich – do I need to have approval first for purchases from Sam's etc ?**

**Judge – routine business no advance approval**

**Jasso – large purchases, one time purchase**

**Olbrich – Please let me know if ya'll need us for anything or feel uncomfortable with us, let Benny or myself know.**

### **MICHELLE POSTON – ADULT PROBATION & COMMUNITY SUPERVISION**

**Budget is \$17,500.**

**You provide me with a building to operate out of, a landline,**

**I generally have some money left over – this year I have ceiling & floor issues so probably will not have any left.**

**Also funded through Criminal Justice –**

**Cases; may change Felony funding for a period of up to 5 years; all State agencies are looking at a 4% cut in their budget; In 2000/2001 had to take a 10% budget cut – lost 3 employees & remaining staff had to take 10% salary decrease**

**OCA – if determined to be indigent through OCA mandate, may not be required to pay fines, fees, court costs; I have sent my opposition proposed changes / new rules.**

**2/3 funding – supervisory fee & @ \$60 per month – we collect locally; turn it into Danica; checks are cut by Donna; we do collect restitution for victims & probation cuts those checks.**

**Judge – she has her own little operation**

**Poston – have to submit budget to the State – Judge Youngblood is my Administrative Judge.**

**Fiscal year – September 1 through August 31 – I don't anticipate any changes in 2017; but 2018 & 2019 have not been determined**

**Retirement – Texas County & District Retirement same as the County**

### **COMMUNITY SERVICE**

**Polly is a county employee – we provide her with a CSCD vehicle & county pays the insurance on the vehicle**

**Not asking for any pay raises at this time – anticipate 2017 fund portion of Polly**

**Judge – a couple years ago Polly wasn't sure who she reported to, so I went to Michelle and asked her to supervise Polly since she is located in the building with the Probation staff.**

**We do pay for some of their supplies.**

**Poston – Acct 38 Community Service Support Fund is funded by probationers**

**Judge – so if we do a 3% increase or any increase should we give it to Polly?**

**Poston – yes, if other county employees get it**

**Fisher – who is Steve Morris?**

**Poston – Steve is one of our officers & handles the sex offenders; Marlene Spytma officer & teaches the Educational programs; Lakesia Sims officer & I handle the treatment placements and out of State probationers.**

**Judge – so you didn't replace Ronald?**

**Poston – No – I thought about it but didn't want to get someone in then have to cut especially after I got an email about the 4% budget cut by the State, and was advised by my agency (CJAD) that 4% may be just the starting point.**

### **JUDGE & COMMISSIONERS –**

**Danica & I will have to go over with you on the revenue from other sources.**

**I think we should do away with the Museum account.**

**Courthouse & Associated buildings –**

**IT Department – utilities also in that account & they have been working on upgrades, I will have them go over this when we have their meeting.**

**Individual accounts set on schedule for commissioners – talk to Danica in terms of how to set up your line items; when you get to the revenue side you can talk to Danica about this too.**

**Shuffield – do we know how much the property increase is?**

**Judge – I think \$50M**

**Shuffield – do you think we really need to use all of the reserve, hold about \$200,000 what if we need it?**

**Judge – Ad Valorem start collecting in October. Toward end of year we will have to borrow for 2018 – we will need to raise tax rate maybe 5%; ya’ll need to think about it – 5cents this year, maybe 5cents next year.**

**Shuffield – I think we will have to anyway.**

**Fisher – I don’t know what the school boards did?**

**Judge – School board gets paid back; we are the ones who have to work for ours**

**RECESS – 11:35 A.M. RECONVENE – 1:30 P.M.**

**DANICA LARA – AUDITOR & TREASURER**

**Donna is still out, still recovering. Judge – I talked to Mike and he was telling me they had a scare with Donna but she is better now.**

**Lara – No changes; since we have discussed raises I would like to see Tiffany get a raise. I would like to “up” the Temp Help to \$20,000.**

**Muegge – what are you looking at for Tiffany?**

**Lara – I would like to see her @ \$28,500. She has multiple duties in addition to HR. We also need to work on the handbook.**

**Judge – I think she should be treated like a chief deputy. To Vansa – I don’t know how you feel about that.**

**Vansa – no problem, she’s always willing to help me & my office with whatever we need; she does extra when Danica or Donna are not available.**

**Judge – some counties do not have both Auditor & Treasurer. I feel like our auditor & treasure do a good job.**

**In the midst of an Audit again, Danica & I think we should have another audit firm.**

**Muegge – How long have we had this one?**

**Lara – “07” maybe?**

**Vansa – Wayne Beyer audited me a year or two and I became clerk in “07”.**

**Judge – So am I hearing ya’ll agree we should change?**

**Muegge – what are we paying?**

**Judge – I think we need to put it up to \$30,000. Some of you may remember hearing me say my first year of office that the Rating is important. We don’t need anymore unnecessary expenses.**

**Vansa to Judge – Not sure what & if are planning to put part time back in the County Clerks Budget but I am willing to help Danica with Tiffany’s salary if \$21155 part time is going to be put back in mine.**

**Judge – I asked Tiffany to also check on EA salaries. Not sure if she got that information or not. HR & EA need to be considered same salary.**

**Vansa stated but Nancy is only handling Milam County, an EA handles cities, schools & other entities so she wouldn't get the salary of an EA.**

**Judge & Danica – General Fund**

**Insurance - Pre 65 – we have 3 or 4 employees;**

**We are paying \$650 per employee and our cost is \$652.00 – we are having some big expenses due to cancer, surgeries. We are really fortunate our insurance hasn't gone up more than it has over the past 5 years.**

**Judge - I think we should switch over to TAC.**

**Danica – I've been hearing TAC is really expensive.**

**Muegge – I've heard the same.**

**Shuffield. – And if you need an appointment it's 3 months before you could get in.**

**Judge – now the Treasurer's**

**Danica – Donna's is good – we are both fine.**

**Muegge – if we reduce employees does it help with insurance costs?**

**Danica – yes & also if we have unfilled positions**

**Judge – another thin we have done the last couple of years is going to “contract labor” –**

- **Bob Glenn – minor maintenance - \$24000 salary – if additional projects or work is done he submits bill**
- **Kyle Deal – IT – contract ends December 2016 - \$65,000 salary**
- **Hux Janitorial - \$50,000**

**Some counties use “In-house” IT but we not be able to pay someone to do that.**

**I've asked Bob Glenn to go over to Rockdale to fix a wall – he will bill additional charges.**

**Vansa – have ya'll or will ya'll offer early retirement again?**

**Shuffield – I think we cannot do that because it was to NOT replace anyone.**

**Vansa – no problem, I was asked about it & hadn't heard any of ya'll mention it. Just asking.**

**Danica & Muegge – so what about Insurance?**

**Judge – Insurance 10% increase?**

**Judge, Muegge & Danica – increase to \$700**

## **SHERRY MUECK – TAX ASSESSOR COLLECTOR**

**Judge – Have you been to the Appraisal District meetings?  
Mueck – I haven't been to the past two because of classes.**

**With increase of salary for employees, not me, my budget is still decreased by \$20,425.28**

**Robin's progression is not due until May 2017 but I would like the money in my budget. Ask for progression for Cinty and Laura also. Ask for increase in Lydia's salary also.**

**Judge – we're talking about a pay increase in the budget on preliminary basis depending lawsuit.**

**Some of these departments have progression steps – we should talk about these regardless of Luminant. I think we should. I think last year we said NO but since we've held them back already**

**Mueck – reason Tax Office has \$20,000 is because a Chief Deputy left and the money is still in my budget.**

**We were audited July 1<sup>st</sup> for DMV and everything was good.**

**Part time – need to make adjustment of part time from Barbara & put it in my budget; have one part time in the budget.**

**Increase in computer hardware and software maintenance.**

**Dues – have to take the classes because I have to be certified.**

**I do want to discuss some things going on in my office – The amount mentioned in Court was \$50,000; proposal for grant was \$29,321; fill out the application by July 1<sup>st</sup>; we will be notified by 8/01/2016 if we get it. If approved can start anytime. I would also like to put in bullet proof glass in the Rockdale office – Rockdale office does about 55% of the money & it has one employee.**

**Taylor PC did a bid for cameras that will run on computers we have.**

**Judge – I think you should get the cameras as soon as you can. Get bid on Rockdale bullet proof glass also.**

**Mueck – Drop box that is locked & secure; we will also have a locked door between the front counters.**

**Judge – you need to get that box done. Anyone have a problem with getting busy on the work? BJ did ours at the restaurant and we haven't had any problems.**

## **JUDGE & COMMISSIONERS**

**Next Wednesday is the last day then Danica and I will get together and put the numbers together; then we will all meet again on the 26<sup>th</sup>.**

**In terms of planning in a pay increase, even if we consider Luminant's payment.**

**Figure a 3% increase – I do not know where we will get it from.**

**ADJOURN – Motion by Commissioner Fisher, seconded by Commissioner Muegge to adjourn @ 2:50 P.M. This motion having been put to vote prevailed, the vote being unanimous.**

**The above and foregoing Minutes examined and approved in Open Court this 25<sup>th</sup> day of July 2016.**

\_\_\_\_\_  
**County Judge, David Barkemeyer**

**County of Milam:**

**State of Texas:**

**I, Barbara Vansa, County Clerk, Milam County, Texas, attest that the foregoing is a true and correct accounting of the Commissioners' Court authorized proceedings for July 12 2016.**

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**County Clerk and Ex-Officio Member of  
Commissioners' Court, Milam County, Texas**

**STATEMENT OF APPROVAL**

**MILAM COUNTY DEPT. HEADS BUDGET MEETINGS**

**July 12 2016**

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**Commissioner of Precinct No. 1**

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**Commissioner of Precinct No. 3**

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**Commissioner of Precinct No. 2**

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**Commissioner of Precinct No. 4**

**Minutes from the July 12 2016 Milam County  
Commissioners Court meeting ends on**