

**COMMISSIONERS' COURT
REGULAR MEETING
JANUARY 11, 1999**

BE IT REMEMBERED THAT THE TITUS COUNTY COMMISSIONERS' COURT met in *Regular Session* on Monday, January 11, 1999, in the Titus County Courtroom with the following members present:

DANNY P. CROOKS.....COUNTY JUDGE
MIKE PRICE.....COMMISSIONER PRECINCT 1
MIKE FIELDS.....COMMISSIONER PRECINCT 2
BILLY J. THOMPSON.....COMMISSIONER PRECINCT 3
THOMAS E. HOCKADAY.....COMMISSIONER PRECINCT 4
SHERRY MARS.....COUNTY CLERK

ABSENT: NONE

PUBLIC AND COUNTY OFFICIALS ATTENDING MEETING:

CARL JOHNSON, AUDITOR
CYNTHIA AGAN, COUNTY TREASURER
RICKY POOLE, SHERIFF
KEN SCHINDLEY, CHIEF DEPUTY SHERIFF

ANN RUNDLE

**IN THE MATTER OF
APPROVING SALE OF A USED FOUR WHEEL
DRIVE TRACTOR, MODEL 6635 FORD
FROM PRECINCT 1**

The Court received one bid from Conroy Tractor.

Motion was made by Commissioner Mike Price and seconded by Commissioner Mike Fields to approve the Conroy Ford Tractor purchase the New Holland four wheel drive tractor, Model 6635 from Precinct 1 for \$30,861.00. Motion carried unanimously. *SEE ATTACHMENT "A"*

IN THE MATTER OF
CLARIFICATION OF PLAT STANDARDS

Plats filed with the County Clerk within the City and the County will continue to be approved by the Commissioners' Court. No further action was taken.

IN THE MATTER OF
CONSIDERING PROPOSAL FOR IN-HOUSE
SERVICE FOR INMATE COMMISSARY

Sheriff Ricky Poole presented a proposal for in-house service for inmate commissary. The proposal suggested to buy wholesale and sell retail. The proposal would allow the jail to generate additional funds for inmates services while controlling contraband coming into the jail.

Motion was made by Commissioner Mike Price and seconded by Commissioner Thomas E. Hockaday to go out for bids for inmate commissary service. Motion carried unanimously. *SEE ATTACHMENT "B"*

IN THE MATTER OF
APPROVING BUDGET AMENDMENTS

Motion was made by Commissioner Thomas E. Hockaday and seconded by Commissioner Mike Fields to approve amendments number 75 through 81 for the 1998 Budget. Motion carried unanimously.

IN THE MATTER OF
APPROVING COUNTY OFFICIAL REPORTS

Motion was made by Commissioner Mike Price and seconded by Commissioner Thomas E. Hockaday to approve reports from County Auditor, County Treasurer, County Tax Assessor - Collector, Justice of the Peace Precinct 1, Cookville Volunteer Fire Department, Five Star Volunteer Fire Department, Nortex Volunteer Fire Department, City of Talco Fire Department, and Winfield Volunteer Fire Department. Motion carried unanimously.

IN THE MATTER OF
SIGNING PAY ORDERS AND PAYING BILLS

Motion was made by Commissioner Mike Price and seconded by Commissioner Thomas E. Hockaday to approve signing pay orders and paying bills. Motion carried unanimously.

IN THE MATTER OF
EXECUTIVE SESSION

The Court went into executive session at 9:53 a.m. and reconvened at 11:05 a.m. No action was taken.

IN THE MATTER OF
ADJOURNMENT

Motion was made by Commissioner Mike Price and seconded by Commissioner Thomas E. Hockaday to adjourn. Motion carried unanimously.

CONROY TRACTOR, INC.



NEW HOLLAND

P.O. BOX 312 2809 WEST FERGUSON
MT. PLEASANT, TEXAS 75456-0312
903-572-2629



NEW HOLLAND

BID FOR USED TRACTOR FROM PRECINCT 1

We BID \$30,861⁰⁰ ON 6635 4WD
New Holland Tractor.

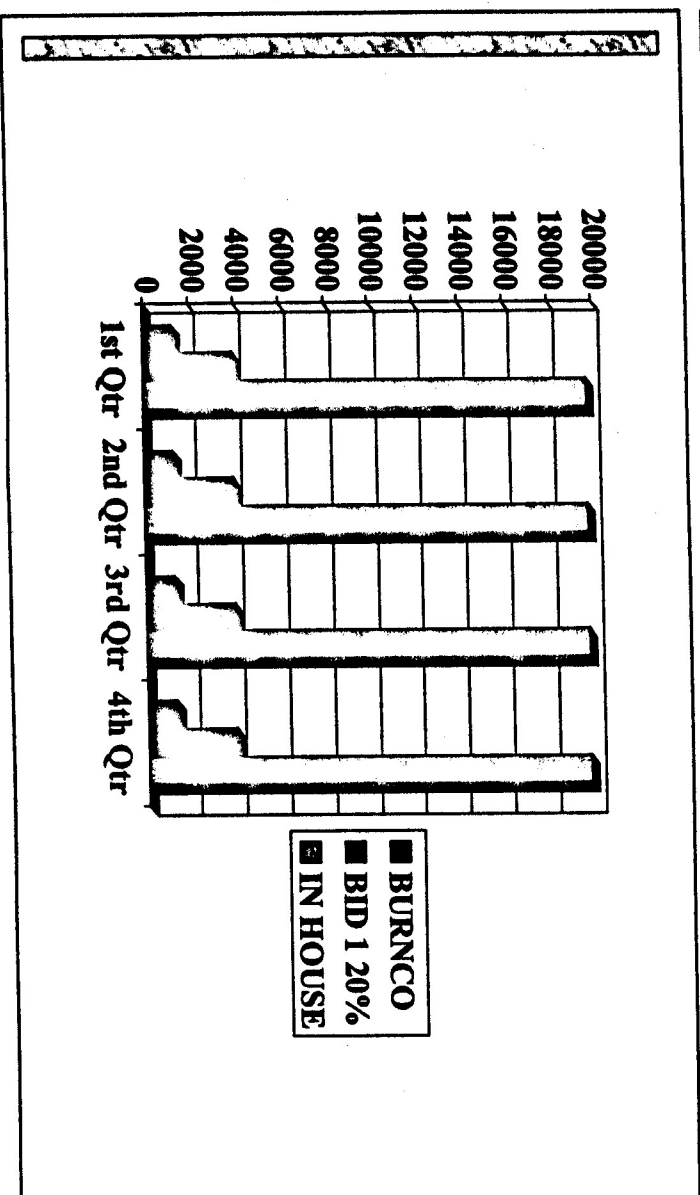
Johnny Conroy

SHERIFF RICKY POOLE

TITUS COUNTY SHERIFF'S
DEPARTMENT COMMISSARY
PLAN

1/8/99

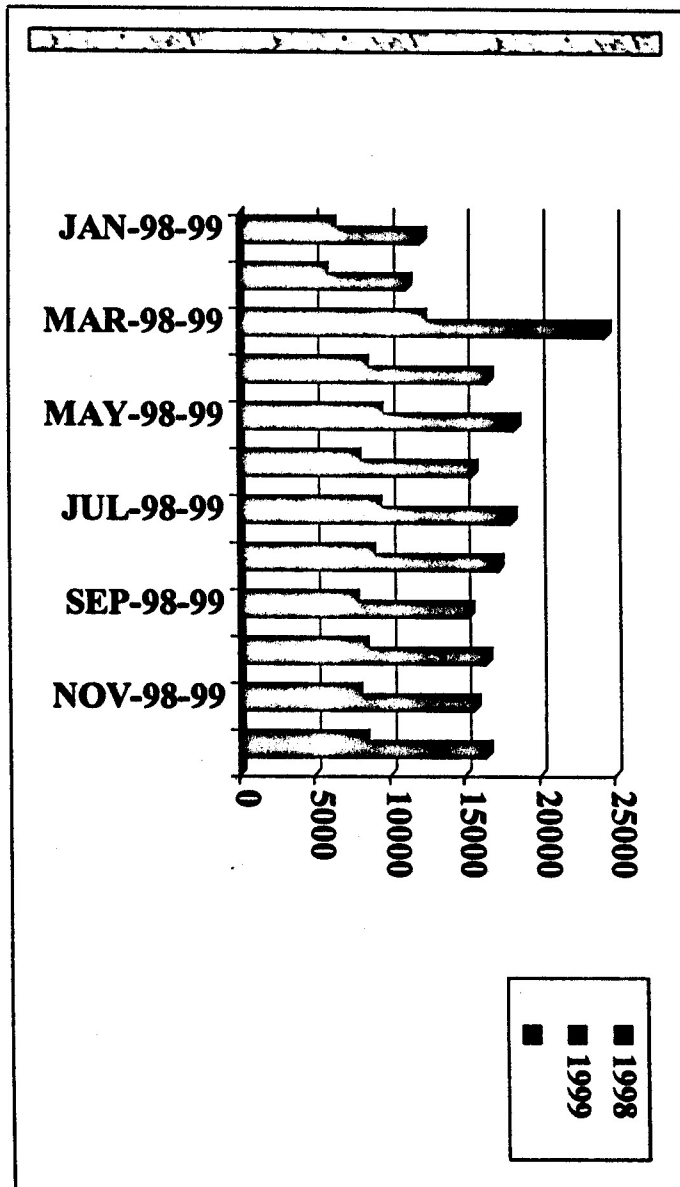
COMMISSARY SERVICES . TITUS CO. PROFIT FOR 1999
PROJECTED ON 170 AVG INMATES SPENDING \$5.95 PER
COMMISSARY DAY OR \$17.85 PER WEEK



1/8/99

Projected for 1999 if uses in-house commissary.

1/8/99



1/8/99

PLAN FOR IN HOUSE COMM.

Project Commissary

1

Vision Statement

- ☐ If we buy at wholesale cost through local distributors we can sell at suggested retail price.
- ☐ We would have total control of all items sold at the store (canteen).
- ☐ Control any type of contraband trying to come in.

2

1/8/99

1/8/99

Vision Statement

- To cut back on the inmates animosities toward one another brought on by name brand property sent through the U.S. mail

Goal and Objective

- ❑ To make money for the jail to help supplement the Counties financial burden of running the facility.
- ❑ Offer our inmates access to the store 3 times Commissary Days a week.
- ❑ Hire an civilian to handle all the commissary needs. And to work with Linda Carroll to maintain proper financial reports. 3

1/8/99

1/8/99

Today's Situation

- CURRENTLY GETTING PER INMATE PER, 2.50 PER MONTH.
- CURRENTLY GETTING \$30.00 PER INMATE PER YEAR.

**BURNCO'S INCOME FOR 1998/
TITUS COUNTY'S LOSSES**

- ☐ **Based on Burnco's 1998 Commissary Sales**
- ☐ 1998 total Brunco sales \$98,809.54
- ☐ Brunco's average sale per month was \$7600.72. At 100% mark up this was a profit of \$3800.36
- ☐ Average for TCSO is approx. \$425.00 per month.

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1/8/99

1/8/99

Projective

- All Commissary will be handled by the TCSO.
- Due to the restrictions on out side Commissary sent in Effective 1/1/99. The Average Sale are projected to more than double.
- Price of the items will be suggested retail.

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Recommendation

- ▣ Use of the Dodge Truck and the jail trailer to haul supplies for the proposed Commissary
- ▣ Get a projected cost on all supplies. A total of \$20,000.00 for start up expenses
- ▣ To hire one civilian store clerk to assist the Commissary Manger (Linda Carroll) on Days Commissary does not and to run the in-house Commissary. 7

1/8/99

1/8/89



Start up expense.
\$20,000.00

- 1. A computer with needed programs for the inventory, prices, and cost of all supplies**
- 2. Starting inventory for the store.**

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January 8, 1999

Titus County Jail
304 S. Van Buren
Mt. Pleasant, Texas 75455

ATTN: Capt. Tony Mitchell

RE: Inmate Commissary

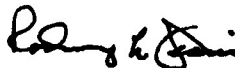
Dear Tony:

In talking with you concerning the operation of your commissary account I would tell you the same thing that I discussed on the telephone. If you have room to have the commissary within your facility, I would say that you would be wise to do this in house. I think you will find that you can cut the costs of the prices to the inmates and still make more money for the account so that you will have more money to be able to provide more programs and support for your inmates and the inmates will be happier that you are providing the commissary in house.

You asked the question about how Wis-Tex and Wisconsin would react to your proposal. I feel from our stand point that as long as you have the inmates in mind and want to do more for your inmates, you have answered my only concern. I feel that Wisconsin will have no problem and will be pleased to see you make the change with the idea in mind that it will cut the cost of commissary to the inmate and that the increase in funds coming into the account, more programs and benefits for the inmates will be accomplished. As I discussed with you, I feel that private companies have to charge more than you would because of the out of facility expenses that they incur. I feel that you will be able to do a better job and that you will find with reduced prices, more orders for commissary products from inmates.

If I can be of further assistance or if anyone may have questions, please do not hesitate in contacting me. I will be glad to assist in any aspects that you may need assistance in setting up your program.

Sincerely,



Rodney L. Jeanis
Wis-Tex Enterprises

**Titus County Sheriff's Department
Corrections Division**

Titus County Sheriff's Department is now accepting sealed bids for a Commissary to supply a variety of products at a reasonable cost to the Titus County Inmate population. Titus County will accept the Commissary Service that can provide an adequate product list to meet our facilities needs, as well as, offers the highest percent of the profits to be allotted back to the County.

Titus County will reserve the right with a 30-day notice to cancel any contracts entered into with the chosen Commissary Company.

Titus County Corrections Division requires that a variety of every listed toiletry, writing material, Games, tobacco product, food product and at least one of every clothing product listed below be offered two times weekly to the inmate population.

No metal containers will be allowed only plastic.

Food & Drink Products

1. Candy
2. Snack items (nuts, popcorn, beef, etc.)
3. Chips
4. Gum and life savers
5. Cookies
6. Pastries
7. Drinks mixes and Soft Drinks (Plastic Containers Only)
8. Soups

Writing Materials

1. Legal tablets
2. Writing paper
3. Pencils
4. Clear Pens
5. Stamps
6. Variety of envelopes
7. Greeting Cards

Toiletries

1. Combs & Brushes
2. Dandruff Shampoo, Baby Shampoo, Shampoo, & Conditioners
3. Soap, Face Soap
4. Q-tips, Dental Floss
5. Hair Grease products
6. Tooth Brushes and Toothpaste
7. Effident and polygrip
8. Non alcohol mouthwash

**Titus County Sheriff's Department
Corrections Division**

9. Multi-Vitamins
10. Deodorants
11. Shaving cream
12. Medicated foot power and lotions
13. Baby-oil, powder, lotion
14. Nail clippers
15. Chapstick

Tobacco

1. Generic Cigarettes
2. Major Brand Cigarettes
3. Chewing tobacco and snuff

Games

1. Hand Balls
2. Dominoes
3. Chess & Checker sets
4. Playing Cards

Clothing items

1. Variety of Sizes of T-shirts and underwear
2. White Tennis Shoes
3. Socks
4. White Shorts
5. White sweat suits
6. Long underwear
7. Shower shoes