

POSTED

A.M. 3:02 P.M.



DEC 30 2022

GWINDA JONES, COUNTY CLERK  
ERATH COUNTY, TEXAS

By Alex Moras Deputy

December 30<sup>th</sup>, 2022

**NOTICE OF SPECIAL COMMISSIONERS COURT MEETING**

Notice is hereby given that the Erath County Commissioners Court will meet in **SPECIAL SESSION** on Tuesday, January 3<sup>rd</sup> 2023 at 2:00 p.m. in the 2<sup>nd</sup> floor Commissioner Court Room at the Erath County Courthouse, Stephenville, Texas to consider the following agenda items for discussion and possible

1. Discussion and action to approve the authorized signers for Interbank, TexPool and Bank of Houston Dublin.
2. Closed Executive Session in Accordance with the Open Meeting Act, *Tex. Govt. Code 551.071 through 551.086*, to discuss:
  - a. **Personnel**
  - b. Legal Matter
  - c. Real Estate
  - d. Reconvene
3. Discussion and action on Human Resource/Payroll Officer position.
4. Discussion and action to appoint committee for Subdivision Coordinator interviews.
5. Discussion and action to approve Affordable Care Act Reporting and Tracking Service agreement with TAC.
6. Discuss any new business.
7. Adjourn.

*Alfonso Campos*

COUNTY JUDGE  
ERATH COUNTY, TEXAS



For Public Comments:

*A Public Participation Form must be presented to the County Clerk prior to the time that the agenda item (or items) you wish to address are discussed before the Court. Speakers will be limited to 3 minutes and only 6 speakers will be allowed to speak on any given agenda item. Members of the public are reminded that the Erath County Commissioners Court is a Constitutional Court, with both judicial and legislative powers, created under Article V, Section 1 and Section 18 of the Texas Constitution. As a Constitutional Court, the Erath County Commissioners Court also possesses the power to issue a Contempt of Court Citation under Section 81.024 of the Texas Local Government Code. Accordingly, members of the public in attendance at any Regular, Special and/or Emergency Meeting of the Court shall conduct themselves with proper respect and decorum in speaking to, and/or addressing the Court; in participating in public discussions before the Court; and in all actions in the presence of the Court.*

Erath County Reserves the right to adjourn into Executive Session at any time during the course of this meeting to discuss any of the matters listed, as authorized by the Texas Government Code, §551.071 (Consultation with Attorney), subsection 551.071(2) (Consultation with Attorney on legal matters that are not related to litigation), §551.072 (Deliberations regarding Real Property), §551.073 (Deliberations about Gifts and Donations), §551.074 (Personnel Matters), §551.076 (Deliberations about Security Personnel or Devices), §551.087 (Economic Development), §551.088 (Deliberation regarding Test Item), and 551.089 (Deliberation regarding Security Devices or Security Audits).

Commissioner's Court  
Special Meeting  
January 3, 2023  
2:00 p.m.  
Courthouse – County Courtroom

Present:

Commissioner Precinct #1 – Dee Stephens - Present

Commissioner Precinct #2 – Albert Ray - Present

Commissioner Precinct #3 – Joe Brown - Present

Commissioner Precinct #4 – Jim Buck - Present

County Judge, Brandon Huckabee

County Clerk, Gwinda Jones

Others present in the courtroom: See attached roster

Agenda Item #1 Discussion and action to approve the authorized signers for Interbank, TexPool and Bank of Houston Dublin.

Number 2023-001

Motion: To approve the authorized signers for Interbank, TexPool and Bank of Houston Dublin. (New Treasurer Angie Shawver, her deputy Terrah Tidwell, Sr. Assistant Auditor - Kay McLearn)

Made By: Commissioner Stephens

Second By: Commissioner Ray

Ayes: Stephens X Ray X Brown X Buck X

Noes: None

Motion Carried

Agenda Item #2 Closed Executive Session in Accordance with the Open Meeting Act, Tex. Govt. Code 551.071 through 551.086, to discuss:

- a. Personnel
- b. Legal Matter
- c. Real Estate
- d. Reconvene

Number 2023-002

Motion: To go into Closed Executive Session in Accordance with the Open Meeting Act, Tex. Govt. Code 551.071 through 551.086, to discuss personnel matters 2:02 p.m.

Made By: Judge Huckabee

Second By: Commissioner Brown

Ayes: Stephens X Ray X Brown X Buck X

Noes: None

Motion Carried

Number 2023-003

Motion: We open back up from closed session in to regular session

Made By: Judge Huckabee

Second By: Commissioner Ray

Ayes: Stephens X Ray X Brown X Buck X

Noes: None

Motion Carried

\*No votes were taken in closed session

Agenda Item #3 Discussion and action on Human Resource/Payroll Officer position.

Number 2023-004

Motion: To hire Becky Keith for HR and payroll at \$52,000 and start date January 23rd

Made By: Commissioner Ray

Second By: Commissioner Buck

Ayes: Stephens X Ray X Brown X Buck X

Noes: None

Motion Carried

Agenda Item #4 Discussion and action to appoint committee for Subdivision Coordinator interviews.

Number 2023-005

Motion: To nominate Jim Buck, Brandon Huckabee, Gwinda Jones, Keith Bailey to serve on Subdivision Coordinator Committee

Made By: Commissioner Stephens

Second By: Commissioner Brown

Ayes: Stephens X Ray X Brown X Buck X

Noes: None

Motion Carried

Agenda Item #5 Discussion and action to approve Affordable Care Act Reporting and Tracking Service agreement with TAC.

Number 2023-006

Motion: To approve Affordable Care Act Reporting and Tracking Service agreement with TAC.

Made By: Commissioner Brown

Second By: Commissioner Buck

Ayes: Stephens X Ray X Brown X Buck X

Noes: None

Motion Carried

Agenda Item #6 Discuss any new business.

- Congratulations to the new elected officials
- Regular session of Commissioner's Court on January 9<sup>th</sup>
- Special Commissioner's Court meeting on January 11<sup>th</sup> at 9:00 a.m. with solar company coming in. Let the court and the public ask questions about the process.

Agenda Item #7 Adjourn.

Motion To Adjourn:

Made By: Commissioner Ray

Second By: Commissioner Buck

All Ayes Meeting Adjourned At 2:21 p.m.

STATE OF TEXAS

COUNTY OF ERATH

The above and foregoing is a true and complete copy of the minutes taken in my capacity as County Clerk of the Commissioners Court of Erath County, Texas, at the time and place heretofore set forth.

DATED at Stephenville, Texas, this 3rd day of January, 2023.

ATTESTED BY:

GWINDA JONES, Erath County Clerk

A handwritten signature in cursive script, reading "Gwinda Jones", is written over a horizontal line. The signature is fluid and includes a long horizontal flourish extending to the right.

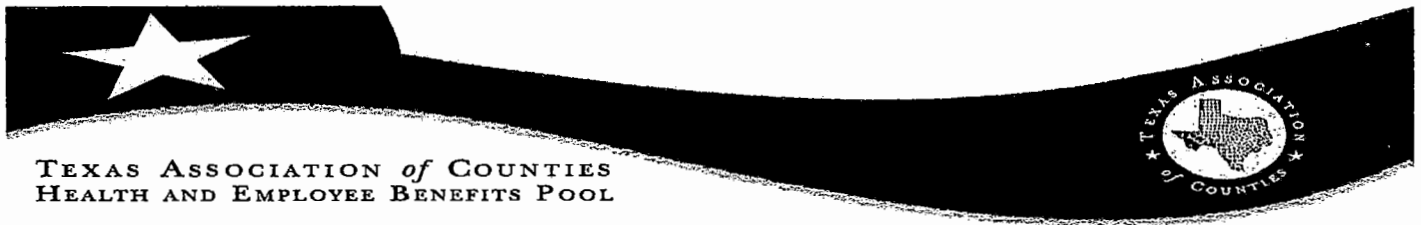


## ERATH COUNTY COMMISSIONER'S COURT

100 W Washington,  
2<sup>nd</sup> Floor Courtroom, Erath County Courthouse  
Stephenville TX 76401

Attendees on Meeting Date: Jan 3, 2023

Printed Name	Signature	Email	Phone
Carrie Sackitt			
Susan Massey			
Carla Trussell			254-459-8828
Angie Shawver			
Dave Washam			281 682 8654
VINCENT PARRA			
Kim Baker			
RICK BAKER			
Matt Cortez			
Cheli Alexander			
Mary Trammell			
Georgia Scott			



TEXAS ASSOCIATION of COUNTIES  
HEALTH AND EMPLOYEE BENEFITS POOL

February 21, 2022

### **Affordable Care Act Reporting and Tracking Service (ARTS) Renewal Information**

The Texas Association of Counties Health and Employee Benefits Pool (TAC HEBP) has begun the renewal process for those counties and districts participating in the Affordable Care Act Reporting and Tracking Service (ARTS). Renewal will enable your entity to produce the forms required by IRS Sections 6055/6056 for calendar year 2022, assuming this reporting continues to be a requirement. Reporting will consist of Form 1095C, which must be provided both to employees and the IRS (plus transmittal Form 1094C, filed with IRS). Current law requires all employers with 50 or more full-time equivalent employees to file these forms. ARTS will provide measurement period tracking for 2022 and beyond (to determine whether an employee must be offered health coverage), as well as affordability testing for groups that require employee contributions toward the cost of their own health coverage.

**As your county or district provides health benefits through TAC HEBP, ARTS will continue to be available at NO COST in 2022, assuming program deadlines are met.**

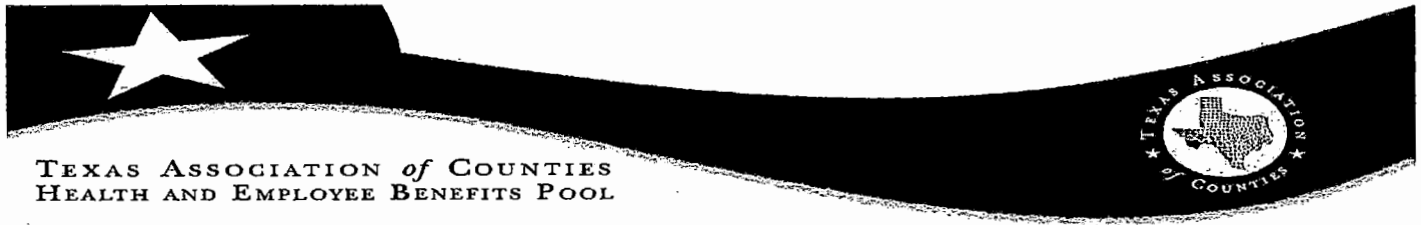
Your entity will need to continue sending employee, payroll, and unpaid leave of absence files to TAC HEBP in order to utilize this service for the 2022 reports. **Payroll data must be provided for each payroll cycle. Employee files must be provided, at a minimum, once per quarter. LOA files may be provided if and when applicable.** The information provided will be used to determine:

- 1) whether individuals are eligible for a federal premium subsidy or tax credit; and
- 2) whether your entity is subject to penalties under the ACA employer mandate.

Some payroll vendors have worked with TAC to produce these files for you. You will be responsible for the completion of required information in your payroll system and submission to TAC, but this eliminates the need for manually producing additional spreadsheets.

If you use a payroll system that will produce the required IRS forms, and you determine that your entity does not need measurement period tracking or affordability monitoring, you may not need ARTS. It is a service offered by TAC and is completely optional.

Enclosed is the ARTS Renewal Confirmation Program Agreement. Please return a signed copy (initials on pages 1 and 2, signature on page 3) to your Employee Benefits Consultant or email to [ARTS@county.org](mailto:ARTS@county.org) no later than 3/31/2022 if your entity wishes to continue its participation in the program. If you have any questions, please contact your Employee Benefits Consultant at (800) 456-5974.



**ACA Reporting and Tracking Service (ARTS)  
2022 Renewal Confirmation Program Agreement  
HEBP Member: (Pooled Group or ASO)**

**Program Services**

The ARTS program includes the following services:

- *Measurement, Administrative, and Stability Period tracking for 2022 and notification of eligibility for part-time / variable / seasonal employees (can provide tracking back to beginning of Measurement Period if 2021 data was provided by county/district);*
- *Reporting for your county/district regarding the status of potential benefits-eligible employees;*
- *Production of your county/district's 1095C forms, shipped to you for distribution to employees (optional direct mail service for additional fee);*
- *Transmission of your county/district's 1094C and 1095C forms to the IRS.*

**Program Requirements**

- 1) Participants agree to provide employer, payroll, employee and unpaid leave of absence (LOA) files related to the group's Health Benefits Plan in the file format designated by TAC HEBP:
  - **Payroll data files must be provided for each payroll cycle, and should be submitted at least once per calendar month.**
  - **Employee data files must be provided, at a minimum, once per quarter.**
  - **LOA data files may be provided if and when applicable.**

**NOTE: It is critical that you provide your files in the proper format and the correct naming convention. Failure to do so may result in our inability to provide this service to your county or district.**

- 2) Group agrees to pay program fees as described in the 2022 ARTS Fee Schedule.

**Enrollment and Data Submission Deadlines**

- Please refer to the enclosed "2022 Deadlines for ARTS Files" document for details.
- Groups who wish to participate in the ARTS program must return the signed documents to TAC HEBP no later than March 31, 2022 in order to participate.
- Data file transmission to TAC HEBP must begin no later than August 8, 2022 to avoid late fees, however, **we recommend that you continue sending your files after each payroll or at least monthly** to avoid getting backlogged.



**ACA Reporting and Tracking Service (ARTS)  
HEBP Member (Fully Insured or ASO)  
2022 Fee Schedule for Renewing Participant**

1	<input checked="" type="checkbox"/>	ARTS Annual Subscription Fee	*\$4.75 / form	<b>Waived</b>
2	<input type="checkbox"/>	<b>Optional Forms Distribution</b> <i>(group chooses to have TAC mail employee forms)</i>	\$ 1.50 / form	If applicable, will be billed in 2023 after forms are produced
3	<input type="checkbox"/>	Late fee for service election form <i>(after 3/31/2022)</i>	\$1,500	
4	<input type="checkbox"/>	Late fee for data submission <i>(after 8/8/2022 and/or 1/09/2023)</i>	\$3,000	If applicable, will be billed in 2023 after forms are produced
		<b>Total Amount Due:</b> <i>(if zero, enter 0.00)</i>		\$ <u>0</u>

*\*Per 1095C form*

*Fees subject to change annually*

           **KBR** Initials





TEXAS ASSOCIATION *of* COUNTIES  
HEALTH AND EMPLOYEE BENEFITS POOL



**Contracting Authority:** ERATH COUNTY (Group Name) hereby designates and appoints, as indicated in the space provided below, a Contracting Authority of department head rank or above and agrees that any notice to, or agreement by, a Group's Contracting Authority, with respect to service or claims hereunder, shall be binding on the Group. Each Group reserves the right to change its Contracting Authority from time to time by giving written notice to HEBP.

Name: KENT REEVES Title: AUDITOR  
 Address: 100 W WASHINGTON  
 Phone: 254-965-1425 Fax: \_\_\_\_\_  
 Email: AUDITOR@CO.ERATH.TX.US

**Primary Contact:** Main contact for data file and reporting matters pertaining to the ARTS program.

Name: SAME Title: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Delivery Address (no PO Boxes): \_\_\_\_\_

Phone: 254-965-1425 HIPAA Secured Fax#: \_\_\_\_\_

Email: \_\_\_\_\_

Other Contact Emails for ARTS correspondence regarding data files, if any:

Signature of County Judge or Contracting Authority

01-3-23

Date

Print Name and Title