



**HOUSTON COUNTY COMMISSIONERS COURT
MINUTES
REGULAR MEETING
JULY 14, 2020**

The Commissioners' Court of Houston County met in a regular, called meeting on July 14, 2020, via Zoom due to Covid 19, with the following members present, to wit:

| | |
|-----------------|---------------------------|
| Jim Lovell | County Judge |
| Gary Lovell | Commissioner, Precinct #1 |
| Willie Kitchen | Commissioner, Precinct #2 |
| ABSENT | Commissioner, Precinct #3 |
| Jimmy Henderson | Commissioner, Precinct #4 |

Also present:

| | |
|-----------------|--|
| Jan Pigford | Administrative Assistant to the County Judge |
| Sharon Luker | Assistant to the Commissioners |
| Melissa Jeter | Auditor |
| Justin Killough | Sheriff |
| Daphne Session | County Attorney |
| Carolyn Rains | District Clerk |
| Janis Omelina | County Treasurer |
| Terri Meadows | County Clerk |

Media:

| | |
|--------------|------------------------|
| Will Johnson | The Messenger |
| Alton Porter | Houston County Courier |

Visitors:

Sharon Berry (Houston County Democratic Party Chair), Gwendolyn Scott

(1) Welcome, Invocation and Pledges:

Judge Lovell called the meeting to order and Commissioner Henderson led the opening prayer. Following the Prayer Judge Lovell led the Pledge of Allegiance to the American Flag and the Texas Flag.

(2) Recognition and comments from guests:

Sharon Berry commented on the purpose of the Covid Grant monies and why the polling locations were lacking equipment. *this was not on the agenda so no discussion or action was able to be taken

Mr. Flannery previously registered to speak about Windstream, but was not on the line.

- (3) **Commissioner Lovell moved to approve the Commissioners Court minutes from June 23, 2020 and June 26, 2020. Commissioner Henderson seconded. Motion carried 3 to 0.**

****Commissioner Kitchen joined the meeting after item 3**

- (4) **Consider approving budget amendments. None**

- (5) **Consider payment of bills and expenses:**

- a. **Accounts payable**
- b. **Fund transfers**
- c. **Ratify Salary expenses**

Commissioner Lovell made a motion to pay all of the bills and expenses for a. (Accounts payable), b. (Fund transfers), and c. (Ratify Salary expenses). The motion was seconded by Commissioner Henderson. The motion carried 4 to 0.

- (6) **Receive information, announcements and reports from County Departments:**

- a. **Environmental Report**
- b. **Community Service Report (not available)**

Commissioner Henderson made a motion to receive as information the Environmental Report. Commissioner Lovell seconded. Motion carried 4 to 0.

- (7) **Consider approving salaries for new and/or transfer employees:**

(a)Commissioner Lovell made a motion to approve Candi Reid for Part Time Dispatcher Position with the Sheriff's Office, Pay Grade 15 and Hourly Salary of \$13.37. Commissioner Kitchen seconded the motion. Motion carried 4 to 0.

(b)Commissioner Lovell moved to approve a 6 month raise for Jennifer Pierce the District Deputy Clerk at a bi-weekly salary of \$1101.84. Commissioner Kitchen seconded. Motion carried 4 to 0.

(c)Commissioner Henderson moved to approve a 6 month raise for Belinda Hinson the County Deputy Clerk at a bi-weekly salary of \$1156.94. Commissioner Lovell seconded. Motion carried 4 to 0.

(d)Full-time Deputy Sheriff *PASS

(e)Commissioner Kitchen moved to approve Larry Walker as Part time road hand for Precinct #2 at pay grade 13 and hourly wage of \$11.55. Commissioner Henderson seconded. Motion carried 4 to 0.

- (8) **Discuss and consider approving payment of compensatory, and vacation time for County employees and necessary budget amendments. None**

- (9) Commissioner Kitchen made a motion to amend the contract with EForce/Intellichoice for Computer-Aided Dispatch (CAD) software at the Houston County Sheriff's Department to Increase to unlimited view-only user licenses for a fee of \$5,000 and an increase in annual maintenance of \$750.00. Commissioner Henderson seconded. Sheriff Killough said the necessity for this increase is we are in excess of the amount of allotted users and this will make it unlimited. Motion carried 4 to 0.
- (10) Commissioner Lovell moved to appoint Lois Ball for another term as Burke Center representative for Houston County. Commissioner Henderson seconded. Motion carried 4 to 0.
- (11) Commissioner Kitchen made a motion to approve transfer of one airport hangar lease from Mark Whitfill to Gordon Shaw. Commissioner Henderson seconded. Motion carried 4 to 0.
- (12) Commissioner Kitchen moved to approve the amendment to the Airport Hangar Lease Agreement executed by Mark Whitfill for transfer to Gordon Shaw to become effective upon the execution of agreement by Gordon Shaw and County Judge and Commissioner Henderson seconded. Motion carried 4 to 0.
- (13) Discuss and consider taking action by accepting the CTIF grant. PASS
- (14) Commissioner Kitchen made a motion to provide notice not to renew maintenance services provided by Edoc Technologies effective September 30, 2020 for the County Attorney's Office, District Attorney's Office, County Clerk's Office, and District Clerk's Office which was replaced by IDocket and authorize the County Judge to sign the notice. Commissioner Lovell seconded. Motion carried 4 to 0.
- (15) Commissioner Lovell made a motion to provide notice not to renew maintenance services provided by Image Tek effective October 31, 2020 for the County Clerk's Office and authorize the County Judge to sign the notice. Commissioner Kitchen seconded. Motion carried 4 to 0.
- (16) Discuss and consider taking action to declare Office of Emergency Management Envis Night Vision monocular as surplus property and donate to the Sheriff's Department for use by Houston County Search and Rescue. PASS
- (17) Commissioner Kitchen made a motion to accept as information the Fiscal Year 2019 Financial Statement and Audit Report for Houston County Emergency Services District No. 1. Commissioner Henderson seconded. Motion carried 4 to 0.
- (18) Commissioner Lovell made a motion to accept as information Houston County Appraisal District proposed budget for FY 2021. Commissioner Kitchen seconded the motion. Motion carried 4 to 0.

(19) Commissioner Lovell moved to accept a donation of fruit boxes from the Good Shepherd Fellowship Church for the Home Delivered Meal program to be distributed to clients. Commissioner Kitchen seconded. Motion carried 4 to 0.

(20) Adjourn. Judge Lovell made the motion to adjourn. Commissioner Kitchen seconded. Motion carried 4 to 0.

DocuSigned by:
Jim Lovell
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Jim Lovell, County Judge

Gary Lovell

Gary Lovell, Commissioner, Precinct #1

DocuSigned by:
Willie Kitchen
41F00BE4A1DE4B7...

Willie Kitchen, Commissioner, Precinct #2

ABSENT

Pat Perry, Commissioner, Precinct #3

DocuSigned by:
Jimmy Henderson
E4F3F886645F486...

Jimmy Henderson, Commissioner, Precinct #4

Attest: *Terri Meadows*
A3CDDCED1658478...

Terri Meadows, County Clerk

07/28/2020