



HOUSTON COUNTY COMMISSIONERS COURT
MINUTES
REGULAR MEETING
JANUARY 26, 2021

The Commissioners' Court of Houston County met in a regular, called meeting on January 26, 2021, 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
Gene Stokes	Commissioner, Precinct #3
Jimmy Henderson	Commissioner, Precinct #4

Also present:

Jan Pigford	Administrative Assistant to the County Judge
Sharon Luker	Assistant to the Commissioners
Janis Omelina	Treasurer
Randy Hargrove	Sheriff
Roger Dickey	Chief Deputy
Daphne Session	County Attorney
Heath Murff	Emergency Management Coordinator
Melissa Jeter	County Auditor
Cynthia Lum	Elections Administrator
Bonita Newman	911 Addressing Coordinator
Sheila Johnson	Grants Administrator
Terri Meadows	County Clerk

Media:

Toni Browning	Houston County Courier
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Visitors:

None

(1) Welcome, Invocation and Pledges:

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

(2) Recognition and comments from guests: **NONE**

- (3) **Commissioner Lovell moved to approve the Commissioners Court minutes from January 12, 2021 and January 19, 2021. Commissioner Henderson seconded. Motion carried 5 to 0.**
- (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 Kitchen. The motion carried 5 to 0.**
- (6) Receive information, announcements and reports from County Departments:
- a. County Treasurers Report
 - b. Compensatory Report
- Commissioner Henderson made a motion to receive as information the County Treasurers Report and the Compensatory Report. Commissioner Kitchen seconded. Motion carried 5 to 0.**
- (7) Consider approving salaries for new and/or transfer employees:
- (a) **Commissioner Kitchen made a motion and Commissioner Henderson seconded to approve the salary for Michael Combest as full-time Deputy at a bi-weekly salary of \$1300.29 plus a phone stipend in pay grade 19. Motion carried 5 to 0.**
 - (b) **Commissioner Lovell made a motion to approve salary for Joel Martin as full-time Sergeant Bailiff at a bi-weekly salary of \$1179.40 plus a phone stipend in pay grade 17. Commissioner Stokes seconded. Motion carried 5 to 0.**
 - (c) **Commissioner Lovell made a motion to approve salary for Jerry Baker as full-time Administrative Lieutenant at a bi-weekly salary of \$1495.33 plus a phone stipend in pay grade 20. Commissioner Henderson seconded the motion. Motion carried 5 to 0.**
 - (d) **Commissioner Lovell made a motion and Commissioner Henderson seconded to approve the hourly wage of Wanda Alderman as part-time Office Assistant/Home Delivered Meals of \$10.75 in pay grade 10. Motion carried 5 to 0.**
- (8) Discuss and consider approving payment of compensatory, and vacation time for County employees and necessary budget amendments. **Commissioner Kitchen made a motion to pay the following employees of the Houston County Sheriff's Office for Vacation/Comp Time: K. Cook \$96.00, C. English \$82.43, and M. Jackson \$3900.23. Commissioner Stokes seconded. Motion carried 5 to 0.**
- (9) **Commissioner Lovell made a motion to approve Raymond Vann as Project Manager from submitted proposals for the 2021-2022 TxCDBG Program. Commissioner Henderson seconded. Motion carried 5 to 0.**
- (10) **Commissioner Kitchen made a motion to receive as information the updated IRS standard mileage rate for 2021, down to 56 cents for reimbursement of business travel. Commissioner Henderson seconded. Motion carried 5 to 0.**

- (11) **After much discussion Commissioner Kitchen made a motion to authorize the commissioners to contact Connors Crushed Stone by email to notify them that the products they have been giving to us do not meet the bid qualifications and that we would take appropriate action to nullify the contract with them. Commissioner Stokes seconded. Motion carried 5 to 0.**
- (12) **Commissioner Kitchen made a motion to receive as information the FY 2020 County Lateral Road and Bridge Expenditure Annual Report. Commissioner Henderson seconded. Motion carried 5 to 0.**
- (13) **Commissioner Kitchen moved to register with the Texas Association of Counties to provide Cyber security training to all required county officials and employees as mandated under HB 3834 and designating the administrators the same as prior year [Administrator – Brittani Womack, IT Administrator – Nathan Turner, Administrators Cathy Minchew (Deputy County Treasurer), Jan Pigford (County Judge Administrative Assistant), and Jim Lovell (County Judge)]. Commissioner Henderson seconded this motion. Motion carried 5 to 0.**
- (14) **Commissioner Kitchen made a motion to Appoint Laronica Wooten-Smith to replace Danette Millican and Randy Hargrove to replace Justin Killough on the Human Resource Committee. Commissioner Henderson seconded. Auditor Melissa Jeter reminded the commissioners of the need to keep the committee balanced with employee’s vs elected officials. Commissioner Kitchen amended his motion to scratch appointment of Randy Hargrove to replace Justin Killough and instead appoint Roger Dickey to replace Justin Killough. Commissioner Henderson seconded the amended motion. Motion carried 5 to 0.**
- (15) **Judge Lovell made the motion to adjourn. Commissioner Stokes seconded. Motion carried 5 to 0.**

Jim Lovell, County Judge

Gary Lovell, Commissioner, Precinct #1

Willie Kitchen, Commissioner, Precinct #2

Gene Stokes, Commissioner, Precinct #3

Jimmy Henderson, Commissioner, Precinct #4

Attest:

Terri Meadows, County Clerk