



**HOUSTON COUNTY COMMISSIONERS COURT  
MINUTES  
REGULAR MEETING  
MARCH 10, 2020**

The Commissioners' Court of Houston County met in a regular, called meeting on March 10, 2020 with the following members present, to wit:

Jim Lovell	County Judge
Gary Lovell	Commissioner, Precinct #1
Willie Kitchen	Commissioner, Precinct #2
Pat Perry	Commissioner, Precinct #3
Jimmy Henderson	Commissioner, Precinct #4

Also present:

Jan Pigford	Administrative Assistant to the County Judge
Janis Omelina	Treasurer
Melissa Jeter	Auditor
Justin Killough	Chief Deputy-S/O
Daphne Session	County Attorney
Terri Meadows	Houston County Clerk

Media:

Alton Porter	Houston County Courier
Will Johnson	The Messenger

Visitors: Mike Brown (Cotton Gin), Charles Brown (Cotton Gin)

(1) Welcome, Invocation and Pledges:

Judge Lovell called the meeting to order and gave the opening prayer and then led the Pledge of Allegiance to the American Flag and the Texas Flag.

(2) Recognition and comments from guests:

Judge Lovell recognized the guests and asked if there were any comments. Mike Brown spoke about the Cotton Gin and the problems with the electric company wanting to charge him a fee during the months the gin is not in use. He asks for the help of commissioners court in trying to get the electric company to work with him or to find another company.

(3) **Commissioner Lovell made a motion to approve the Commissioners Court minutes from February 25, 2020. Commissioner Henderson seconded the motion. Motion carried 5 to 0.**

(4) Considering approving budget amendments. There were none.

(5) Consider payment of bills and expenses:

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

**Commissioner Kitchen 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 Lovell. The motion carried 5 to 0.**

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

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

**Commissioner Kitchen made a motion to receive as information the Environmental Report. Commissioner Henderson seconded. Motion carried 5 to 0.**

**County Office announcements/information included:**

1. **Melissa Jeter shared that Dale Davis, our TDM Representative Region II Grant Coordinator has retired and the new representative, Eric Wright, has reached out to let everyone know that he plans to have quarterly meetings until everything gets wrapped up.**
2. **Jan Pigford encouraged everyone to join the 2<sup>nd</sup> challenge in the Healthy County Challenge that runs March 23-May 17 and requires you to log 6000 steps a day.**
3. **Terri Meadows shared that her office is being pro-active in protecting against the coronavirus. Employees will be washing their hands between every customer, and asking people that have fever or cough to refrain from coming to the office until they are well.**
4. **Judge Lovell said that he and Roger Dickey are participating in a conference call with Kevin Brady's Office, today, concerning the coronavirus.**
5. **Judge Lovell announced that the Sheriff has tendered his resignation effective March 31, 2020, and that the Commissioners Court will be considering the appointment of a sheriff to finish out the term.**
6. **Chief Deputy Killough announced that Bubba Christian passed away after his battle with cancer.**

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

- a. Approve the hiring of Cody English as Full-Time Sheriff's Deputy at pay grade #19 and bi-weekly salary of \$1238.37 and bi-weekly cell phone allowance of \$18.46.

**Commissioner Kitchen moved to approve the hiring of Cody English as presented. Commissioner Lovell seconded. Motion carried 5 to 0.**

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

(9) Commissioner Lovell made a motion to approve Hotel Occupancy Tax of \$1000 for Piney Woods Fine Arts Association (PWFAA) for the Music & Arts Festival March 21, 2020 and \$1000.00 for the Davy Crockett Festival put on by the Crockett Area Chamber of Commerce June 6, 2020. Commissioner Henderson seconded. Motion carried 5 to 0.

(10) Commissioner Kitchen made a motion to select H2O Partners to assist with grant management for the county with a contract to be negotiated at a later date. Melissa Jeter said there were 2 bidders; Melissa, Roger Dickey, and Judge Lovell scored them and H2O Partners came out on top. Commissioner Henderson seconded the motion. Motion carried 5 to 0.

(11) Commissioner Kitchen made a motion to advertise to accept bids for:

- a. Road Materials
- b. Contract Hauling/Delivery of Road Materials
- c. Gas and Diesel for County Vehicle
- d. AV Gas Low Lead 100 Aviation Fuel for County Airport Fueling Station

Commissioner Kitchen interjected a concern about the need for a software program, such as Precinct Tracker, to keep up with all of the data for each precinct to have information more readily available. He has thought about it for a while, but knows we do not have the manpower to do the data input. Melissa suggested considering another assistant at budget time.

Commissioner Lovell seconded. Motion carried 5 to 0.

(12) Discuss and consider action on setting a timeframe for a County-wide auction of surplus inventory. Melissa Jeter said we have a lot of inventory from vehicles on down to small equipment that the county needs to get rid of. She suggested April 15, 2020 as the deadline for Department Heads to compile their inventory for the auction. Then she suggested the auction date of May 15, 2020. Commissioner Kitchen made a motion to set April 15, 2020 as the deadline for submitting auction items from each Department Head and May 15, 2020 as the auction date. Commissioner Lovell seconded. Motion carried 5 to 0.

(13) Commissioner Kitchen moved to accept the FY 2020 Formula Grant Award from the Texas Indigent Defense Commission of \$34,669.00. Commissioner Henderson seconded. Motion carried 5 to 0.

(14) Commissioner Lovell made a motion to advertise to accept bids for a delivery van for the Houston County Aging Services Department. (Melissa Jeter said this is for the home delivered meal program, and the old van is getting costly in repairs). Commissioner Perry seconded. Motion carried 5 to 0.

(15) Discuss and consider action on repurposing the Precinct 2 Office Building as a County Wide meeting room and authorizing use of Permanent Improvement Funds and necessary budget amendments. After some discussion this item was passed.

**(16) Judge Lovell moved to adjourn the Meeting. Commissioner Perry seconded. Motion carried 5 to 0. The meeting was adjourned.**

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Jim Lovell, County Judge

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Gary Lovell, Commissioner, Precinct #1

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Willie Kitchen, Commissioner, Precinct #2

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Pat Perry, Commissioner, Precinct #3

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Jimmy Henderson, Commissioner, Precinct #4

Attest:

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Terri Meadows, County Clerk