



**HOUSTON COUNTY COMMISSIONERS COURT  
MINUTES  
REGULAR MEETING  
JUNE 23, 2020**

The Commissioners' Court of Houston County met in a regular, called meeting on June 23, 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	
Pat Perry	Commissioner, Precinct #3	<b>*ABSENT</b>
Jimmy Henderson	Commissioner, Precinct #4	

Also present:

Jan Pigford	Administrative Assistant to the County Judge
Sharon Luker	Assistant to the Commissioners
Melissa Jeter	Auditor
Jerry Kaelin	Chief Deputy
Daphne Session	County Attorney
Cynthia Lum	Elections Administrator
Janis Omelina	County Treasurer
Terri Meadows	County Clerk

Media:

Will Johnson	The Messenger
Alton Porter	Houston County Courier

Visitors:

None

(1) Welcome, Invocation and Pledges:

Judge Lovell called the meeting to order and Commissioner Kitchen 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:

None

- (3) **Commissioner Lovell moved to approve the Commissioners Court minutes from June 9, 2020. Commissioner Kitchen seconded. Motion carried 4 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 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 Henderson. The motion carried 4 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 Lovell seconded. Motion carried 4 to 0.**
- (7) Consider approving salaries for new and/or transfer employees:
- (a) Commissioner Henderson made a motion to approve Sandra Rodriguez for Full Time Dispatcher Position with the Sheriff's Office, Pay Grade 15 and Bi-Weekly Salary of \$1069.75, and Samantha Noyola as Part Time Dispatcher with the Sheriff's Office, Pay Grade 15 and hourly rate \$13.37. Commissioner Kitchen seconded the motion. Motion carried 4 to 0.**
- (b) Commissioner Henderson moved to approve Savannah Lee Stilwell as Temporary Part Time Deputy Clerk in the Elections Administration Office at an hourly rate of 12.00. Commissioner Kitchen seconded. Motion carried 4 to 0.**
- (c) Elections Administration office clerks was on the agenda in error**
- (8) Discuss and consider ratifying final contract with D & F Med LLC dba Groveton Family Medical Clinic for Inmate Health Services at the Houston County Jail. **Tabled**
- (9) **Commissioner Kitchen made a motion to renew the 2020/2021 contract plan with BlueCross/BlueShield and select Option 1 \$770.60 premium for employee health insurance through Texas Association of Counties and the Employees waiting period is no more than 90 days and becomes effective the first of the month following 60 days calculated from the full time hire date per County Policy and Elected Officials have no waiting period – become effective first day of office. Commissioner Henderson seconded. Motion carried 4 to 0.**
- (10) Discuss and consider approval of transfer of one airport hangar lease from Mark Whitfill to Gordon Shaw. **Tabled**
- (11) **Commissioner Kitchen made a motion authorizing Houston County to continue to participate in the Texas County and District Retirement System (TCDRS) and keep the contribution rate at 6.13% for 2021. Commissioner Henderson seconded. Motion carried 4 to 0.**

- (12) Commissioner Lovell moved to submit renewal for Liability Insurance for auto, general, public officials and law enforcements for FY 2021 to Texas Association of Counties Risk Management Pool and Commissioner Henderson seconded. Motion carried 4 to 0.
- (13) Commissioner Kitchen moved to approve Interlocal Agreement for renewal for a three-year period with Deep East Texas Self Insurance Fund for Worker's Comp insurance and Commissioner Lovell seconded. It was mentioned that this is approximately a \$500.00 increase from the last renewal. Motion carried 4 to 0.
- (14) Commissioner Kitchen made a motion to approve a resolution and interlocal agreement to participate in the TIPS Purchasing Cooperative offered by Region VIII Education Service Center. Commissioner Lovell seconded. This is for various equipment and pre-bid opportunities our county can jump on to save money. Motion carried 4 to 0.
- (15) Commissioner Henderson made a motion to authorize the County Judge to negotiate and approve a Letter of Agreement with Memorial Hermann Pearland for medical procedure expenses for a Houston County Inmate. Commissioner Lovell seconded. Motion carried 4 to 0.
- (16) Commissioner Kitchen moved to accept the donation of two desks for the County Clerk's office from Terri Meadows. Commissioner Lovell seconded the motion. Motion carried 4 to 0.
- (17) Commissioner Lovell made a motion to request allocation of \$20,000 from FY 2020 CARES Act Financial Relief Fund to be used with the TxDOT Aviation Capital Improvement Grant for the Houston County Airport and necessary budget amendments. Commissioner Kitchen seconded. Motion carried 4 to 0.
- (18) Commissioner Kitchen moved to adopt a resolution to apply for a grant with the Texas Department of Transportation Aviation Division to make improvements to the AWOS system at the Houston County Airport with \$17,500 coming from Community Development Fund and \$20,000 from agenda item 17 for a total of \$37,500. Commissioner Lovell seconded. Commissioner Kitchen amended his motion to include designating the County Judge as the authorized representative. Commissioner Lovell seconded the amended motion. Motion with amendment carried 4 to 0.

(19)Accept as information waste report from Pineywoods Sanitation. Denny Wheeler was available by phone to give the report.

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

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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