



**HOUSTON COUNTY COMMISSIONERS COURT
MINUTES
REGULAR MEETING
AUGUST 25, 2020**

The Commissioners' Court of Houston County met in a regular, called meeting on August 25, 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	(Joined after agenda item 6)
Pat Perry	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	County Auditor
Justin Killough	Sheriff
Daphne Session	County Attorney
Danette Millican	County Tax Assessor Collector
Janis Omelina	County Treasurer
Roger Dickey	Emergency Management Coordinator
Bonita Newman	911 Addressing
Sarah Clark	CCL Judge
Terri Meadows	County Clerk

Media:

Will Johnson	The Messenger
Alton Porter	Houston County Courier

Visitors:

Kirk Logan

(1) Welcome, Invocation and Pledges:

Judge Lovell called the meeting to order and Commissioner Lovell 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 August 11, 2020. Commissioner Henderson seconded. Motion carried 4 to 0.**
- (4) Consider approving budget amendments. **Commissioner Lovell moved to approve the budget amendments. Commissioner Henderson seconded the motion. Motion carried 4 to 0.**
- (5) Consider payment of bills and expenses:
- a. Accounts payable
 - b. Fund transfers
 - c. Ratify Salary expenses
- Commissioner Henderson 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 4 to 0.**
- (6) Receive information, announcements and reports from County Departments:
- a. County Treasurers Report
 - b. Compensatory Report
- Commissioner Lovell made a motion to receive as information the County Treasurers Report and the Compensatory Report. Commissioner Henderson seconded. Motion carried 4 to 0.**

**** At this point Judge Lovell announced that due to a time crunch for the Tax-Assessor Collector we would skip over to agenda items 21 and 22 (see the minutes for these items when you get to 21 and 22. At this point Commissioner Kitchen joined the meeting already in progress.**

- (7) Consider approving salaries for new and/or transfer employees:
- (a) Commissioner Kitchen made a motion to approve the full time employment of Kristina Massey as the Assistant District Attorney at a Bi-Weekly Salary of \$2685.40 and Pay Grade 32. Commissioner Lovell seconded the motion. Motion carried 5 to 0.**
 - (b) Commissioner Lovell made a motion to approve the six month raise of Dispatcher Automn Canton of \$1069.75 Bi-Weekly in Pay Grade 15. Commissioner Kitchen seconded. Motion carried 5 to 0**
 - (c) Commissioner Henderson moved to approve the six month pay raise of County Auditor A/P Clerk Angela Gross of \$13.28 per hour in Pay Grade 13. Commissioner Lovell seconded. 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 Ryan Martin \$1153.63 and Ryan Hutcherson \$507.95 (all employees work for the Sheriff's Department) and necessary budget amendments. Commissioner Lovell seconded. Motion carried 5 to 0.**
- (9) **Commissioner Kitchen made a motion to approve plat for Pipeline Road Land Company Subdivision to be located on CR 2125, Latexo, Houston County, Texas. Commissioner Henderson seconded. Motion carried 5 to 0.**

- (10) Discuss and consider action to amend or revise the Houston County subdivision regulations. **PASS**
- (11) Commissioner Lovell moved to approve the agreement with Armstrong Forensic Laboratory, Inc. pertaining to blood and controlled substance analysis for the Houston County Attorneys Office. Commissioner Kitchen seconded. Motion carried 5 to 0.
- (12) Commissioner Henderson made a motion to accept the sealed bid for purchase of trust property that was not sold at public tax sale (1668 E. Hwy 7, Ratcliff, .44 acres in Wm. H. Jones Survey A-645). Commissioner Kitchen seconded. Motion carried 5 to 0.
- (13) Commissioner Kitchen made a motion to accept food donation of 340 gallons of milk and 117 boxes of produce during the month of August 2020 for the Houston County Sheriff's Office from the food program of Good Shepherd Church in Crockett, Texas. Commissioner Henderson seconded. Motion carried 5 to 0.
- (14) Commissioner Kitchen made a motion to enter into a contract with Jimmy Wagner to purchase and remove from his property an unspecified amount of recycled limestone rock for Precinct 2 for \$8.00 per yard, and approve payment for current invoice of 387.5 yards (\$3100.00). Commissioner Lovell seconded. Motion carried 5 to 0.
- (15) Commissioner Kitchen made a motion to enter into a contract with Troy Brown to purchase and remove from his property an unspecified amount of clay for Precinct 2 for \$2.00 per yard, and approve payment for current invoice for 1,487.5 yards (\$2975.00). Commissioner Henderson seconded the motion. Motion carried 5 to 0.
- (16) Commissioner Kitchen made a motion to approve contracts and necessary budget amendments to facilitate compliance with COVID-19 related public health measures:
- (a) With Sentry Technical Services to install new cat6 cables in the Courthouse and Annex for network and phone connectivity
 - (b) With Saucier's Glass & Mirror for replacement of doors and exit device hardware at the Courthouse which will ensure single entrance screening procedures. Commissioner Lovell seconded. Motion carried 5 to 0.
- (17) Commissioner Henderson moved to accept the Statewide Automated Victim Notification Service (SAVNS) grant and approve the contracts with the Office of the Attorney General and Appriss Inc. for FY 2021. Commissioner Kitchen seconded. Motion carried 5 to 0.
- (18) Commissioner Kitchen made a motion to accept a donation of \$252.00 from Lonesome S Ranch LLC for improvement to CR 3110 and necessary budget amendments. Commissioner Henderson seconded. Motion carried 5 to 0.
- (19) Commissioner Kitchen made a motion to approve setting Texas Department of Motor Vehicles Imposition of Optional Fees for Calendar Year 2021. Commissioner Lovell seconded. Motion carried 5 to 0.
- (20) Discuss and consider action on applying for the Texas Department of Transportation RAMP Grant for Airport Maintenance for FY 2021. **PASS**

- (21) **Commissioner Kitchen made a motion to set the date for the public hearing on the Proposed FY 2021 Budget pursuant to LGC 111.07 & 111.008 on September 8, 2020 at 10:00 a.m. Commissioner Henderson seconded. Motion carried 5 to 0.**
- (22) **Commissioner Kitchen made a motion to set a hearing date to approve the proposed tax rate on September 8, 2020 at 10:00 a.m. Commissioner Henderson seconded. Motion carried 5 to 0.**
- (23) **Commissioner Lovell made a motion to approve AG Opinion GA-0263 which clarifies Sheriff Justin Killough will continue to serve through December 31, 2020 and sign an amended order. Commissioner Henderson seconded. Motion carried 5 to 0.**
- (24) **Discuss and consider implementing county wide burn ban for Houston County. PASS**
- (25) **Commissioner Kitchen made a motion to accept the grant award from the Office of the Attorney General for the Victim Assistance Grant for FY 2021. Commissioner Henderson seconded the motion. Motion carried 5 to 0.**
- (26) **Adjourn. Judge Lovell made the motion to adjourn. Commissioner Lovell seconded. Motion carried 5 to 0.**

Jim Lovell, County Judge

Gary Lovell, Commissioner, Precinct #1

Willie Kitchen, Commissioner, Precinct #2

Pat Perry, Commissioner, Precinct #3

Jimmy Henderson, Commissioner, Precinct #4

Attest:

Terri Meadows, County Clerk