



**HOUSTON COUNTY COMMISSIONERS COURT  
MINUTES  
REGULAR MEETING  
JUNE 25, 2019**

The Commissioners' Court of Houston County met in a regular, called meeting on June 25, 2019 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:

Melissa Jeter	County Auditor
Cynthia Lum	Elections Administrator
Wanda Jordan	Houston County Historical Commission
Al Kreger	Houston County Historical Commission
Barbara Wooten	Houston County Historical Commission
Sharon Luker	Assistant to the County Commissioners
Jan Pigford	Administrative Assistant to the County Judge
Daphne Session	County Attorney
Janis Omelina	County Treasurer
Justin Killough	Sheriff's Office/Chief Deputy
Gwen Womack	Houston County Chief Deputy Clerk

Media:

Alton Porter	Houston County Courier
Will Johnson	The Grapeland Messenger

Visitors: Dina Pipes (HCHD), Alan Bristol (TAC)

(1) Welcome, Invocation and Pledges:

Judge Lovell called the meeting to order. The Invocation was given. Judge Lovell 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. There were none.

- (3) Consider approval of prior Commissioners Court Minutes:  
Commissioner Lovell made a motion to approve the Commissioners Court minutes from May 28, 2019. Commissioner Kitchen seconded the motion. Motion carried 5 to 0.
- (4) Consider approving budget amendments:  
There were no budget amendments.
- (5) Consider payment of bills and expenses:
- a. Accounts payable
  - b. Fund transfers
  - c. Ratify Salary expenses
- Commissioner Kitchen made a motion to pay the 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. Treasurer's Report
  - b. Compensatory Report
- Commissioner Kitchen moved to receive the above referenced reports and Commissioner Lovell seconded. Motion carried 5 to 0.
- (7) Consider approving salaries for new and/or transfer employees:
- a.  
Deputy Sheriff – Curtavius Watts at pay grade 19 and bi-weekly salary of \$1238.37. He is replacing Adam Simison.  
Commissioner Kitchen made a motion to approve the hiring of Curtavius Watts and Commissioner Lovell seconded the motion. Motion carried 5 to 0.
  - b. Full-time Senior Clerk – Sandra Rodriguez at pay grade 17 and bi-weekly salary of \$1123.24.  
Commissioner Lovell made a motion to approve the hiring of Sandra Rodriguez and Commissioner Kitchen seconded the motion. Motion carried 5 to 0.
- (8) Discuss and consider approving payment of compensatory, vacation and holiday time for County employees, Kathryn Cook and Justin Killough, and necessary budget amendments.  
Commissioner Kitchen moved to approve this request. Commissioner Lovell seconded. Motion carried 5 to 0.
- (9) Receive as information from Houston County Electric Cooperative requested utility road crossing located on County Road 2280.  
Commissioner Kitchen made a motion to receive as information requested utility road crossing located on County Road 2280. Commissioner Lovell seconded. Motion carried 5 to 0.
- (10) Discuss and consider action to request the County Auditor to perform the audit of ESD #1 and issue report for FY 2018.  
Commissioner Kitchen moved for the County Auditor to perform the audit of ESD #1 and issue report for FY 2018. Commissioner Lovell seconded the motion. Motion carried 5 to 0.
- (11) Discuss and consider action to renew contract with Lifeguard Ambulance Service.

Commissioner Kitchen moved to table the renewal of contract with Lifeguard Ambulance Service to a future Commissioners Court Meeting. Commissioner Lovell seconded the motion. Motion carried 5 to 0.

(12) Discuss and consider appointing a representative for Human Resource Committee.  
Willie Kitchen made a motion to approve the appointment of Chief Deputy Justin Killough to the Human Resource Committee. Jimmy Henderson seconded the motion. Motion carried 5 to 0.

(13) Presentation to Houston County Historical Commission with Distinguished Service Award for the 2018 year of service.  
Presentation – no action necessary

(14) Discuss and consider taking action to advertise to accept bids on road materials.  
Commissioner Kitchen made a motion to send out a letter and see what the response is and table this item to a future agenda. Commissioner Lovell seconded the motion. Motion carried 5 to 0.

(15) Discuss and consider action on updating the travel policy concerning reimbursement of meals for day trips for official business.  
Willie Kitchen made a motion to reimburse after receipts are turned in up to the amount eligible under the GSA rates. Jimmy Henderson seconded the motion. Motion carried 5 to 0.

(16) Adjourn:  
Judge Lovell made the motion to adjourn. Commissioner Kitchen seconded. Motion carried with everyone standing.

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