

The Commissioners' Court of Houston County met in a regular, called meeting on November 27, 2018 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
Kennon Kellum	Commissioner, Precinct #4

Also present:

Morris Luker	Houston County Constable, Precinct 1
Daphne Session	Houston County Attorney
Melissa Jeter	Houston County Auditor
Houston County Treasurer	Danette Millican
Janice Turner	Chief Deputy County Clerk

Media:

Alton Porter	Houston County Courier
Will Johnson	Grapeland Messenger

Visitors: Jo Smith, LaKisha Anderson-Sinville, Jan Pigford and Sharon Luker

Judge Lovell called the meeting to order and Gary Lovell gave the opening prayer. Judge Lovell led the pledges of allegiance.

Judge Lovell recognized the guests and asked if there were any comments. There were no comments from the audience.

Gary Lovell made a motion to approve the prior Commissioners Court minutes. Willie Kitchen seconded the motion and the motion carried 5 to 0.

There were no budget amendments.

Kennon Kellum made a motion to pay the bills and expenses. The motion was seconded by Pat Perry. The motion carried 5 to 0.

A motion was made by Willie Kitchen and seconded by Kennon Kellum to accept as information the Houston County Treasurer's and Compensatory Reports. Motion carried 5 to 0.

Willie Kitchen made a motion, which was seconded by Kennon Kellum, to approve the salary of new employee LaKisha Anderson-Sinville as Assistant County Attorney at a pay rate of \$60,713.37 annually. Motion carried 5 to 0.

Payment of overtime for former employees Tiffani English of the Sheriff's Department and Brook McCoy, assistant to the Elections Administrator, was approved on a motion by Willie Kitchen. Kennon Kellum seconded the motion. Motion carried 5 to 0.

A motion was made by Kennon Kellum to change the Commissioners' meeting scheduled for the second Tuesday in December to Friday, December 21 at 10:00 a.m. due to the Christmas holiday. Willie Kitchen made a second to the motion. Motion carried 5 to 0.

Willie Kitchen made a motion to keep the Supplemental Retiree Medical Policy the same as last year. Gary Lovell made a second to the motion. Motion carried 5 to 0.

Willie Kitchen made a motion, seconded by Gary Lovell, to appoint Jo Smith as the Director of the Senior Citizens Center. Motion carried 5 to 0.

Gary Lovell made a motion, seconded by Willie Kitchen, to accept the Office of Court Administration's donation of eight desktop computers and a monetary donation of \$1,500 from

the Crockett Elks Lodge for the purchase of law enforcement supplies and two vests for the Sheriff's Department. Motion carried 5 to 0.

Danette Millican explained the need and cost for adding a mail slot for the Tax Office. Willie Kitchen made a motion to award the contract from received bids for installation of the mail slot in the front window of the tax office. The motion was seconded by Gary Lovell and the motion carried 5 to 0.

Willie Kitchen made a motion to accept a donation from Cedar Branch Baptist Church for improvements to County Road 2210 in Precinct 2. Kennon Kellum seconded the motion. Motion carried 5 to 0.

Kennon Kellum made a motion which was seconded by Gary Lovell to approve the transfer of one airport hangar lease from Barry Bomer to Mark Whitfill. Motion carried 5 to 0.

Melissa Jeter explained the need for educational conferences for newly elected officials. Gary Lovell made a motion to approve the expenditures for those conferences and Willie Kitchen made a second to the motion. Motion carried 5 to 0.

Melissa Jeter gave an explanation of the TAC CIRA services agreement for Website Hosting and Website Content Management. After a discussion among the commissioners Willie Kitchen made a motion to approve the service agreement and Gary Lovell seconded the motion. Motion carried 5 to 0.

A motion was made by Willie Kitchen, with a second by Gary Lovell, to approve the reimbursement to Henderson County for travel by the District Court Reporter after Melissa explained the request. Motion carried 5 to 0.

Melissa Jeter explained the current requisition policy and the possible changes to that policy. Willie Kitchen made a motion to make the change Melissa suggested. Gary Lovell seconded that motion. Motion carried 5 to 0.

An explanation of the proposed Houston County Fixed-Asset Policy was given by Melissa Jeter. She talked about the general policy; the capitalization policy, depreciation policy and other aspects of the fixed-asset policy. Willie Kitchen made a motion to approve this policy with Gary Lovell making a second to the motion. Motion carried 5 to 0.

Willie Kitchen made a motion to authorize payment of \$113,406.75 to EDOCTec for scanning and imaging 281 volumes of deed records in the County Clerk's office from the dedicated Archive Fee Fund. Kennon Kellum seconded the motion. Motion carried 5 to 0.

A motion to adjourn was made by Kennon Kellum and seconded by Pat Perry. The motion carried 5 to 0 and the meeting was adjourned.

Jim Lovell, County Judge

Gary Lovell, Commissioner, Precinct #1

Willie Kitchen, Commissioner, Precinct #2

Pat Perry, Commissioner, Precinct #3

Kennon Kellum, Commissioner, Precinct #4

Attest:

Bridget Lamb, County Clerk