



## HOUSTON COUNTY COMMISSIONERS COURT MINUTES

### REGULAR MEETING

**July 18, 2025**

The Commissioners' Court of Houston County met in a regular, called meeting on July 18, 2025 in **person and via zoom**, with the following members present, to wit:

The Court

Jim Lovell	County Judge	<b>PRESENT</b>
Gary Lovell	Commissioner, Precinct #1	<b>ABSENT</b>
Willie Kitchen	Commissioner, Precinct #2	<b>PRESENT</b>
Gene Stokes	Commissioner, Precinct #3	<b>PRESENT</b>
Jimmy Henderson	Commissioner, Precinct #4	<b>PRESENT</b>
Terri Meadows	County Clerk	<b>PRESENT</b>

County Officials/Employees in person:

James Angerstein	Tax Assessor-Collector	Zoom
Zak Bengé	Sheriff	Present
Kris Dyches	Insurance Coordinator	Present
Melissa Jeter	County Auditor	Present
Sheila Johnson	Grants Administrator	Present
Cynthia Lum	Elections Administrator	Present
Ryan Martin	Chief Deputy	Present
Kristina Massey	County Attorney	Present
Todd McConnell	Information Technology	Present
Jan Pigford	Admin Assistant to the County Judge	Present
Darrellyn Smith	Assistant to the County Commissioners	Present
Brittani Womack	First Assistant Auditor	Zoom

Media:

Visitors: Greg Ryten

(1) Welcome, Invocation and Pledges:

**Judge Lovell called the meeting to order at 9:00 a.m. Commissioner Henderson voiced the opening prayer followed by Judge Lovell leading the Pledge to the American Flag and the Texas Flag.**

(2) Recognition and comments from guests. (For informational purposes only, with no deliberation and no action taken, except that the Court may discuss whether to include any matter on a future agenda for deliberation and/or action.) **NONE**

(3) Consider approval of prior Commissioners Court minutes. **Commissioner Henderson made a motion to approve the Commissioners Court minutes for July 9, 2025. Commissioner Stokes 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 the bills and expenses for a. (Accounts payable), b. (Fund transfers), and c. (Ratify Salary expenses). The motion was seconded by Commissioner Stokes. The Motion carried 4 to 0.**

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

- a. County Treasurers Report
- b. Compensatory Report

**Since we moved the Commissioners Court Meeting up these reports were not available this soon.**

**Judge Lovell announced that next week he and the Commissioners will be in Waco attending the North and East Texas County Judges and Commissioners Association. It was announced that Judge Lovell will be sworn in as the President of the organization.**

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

**Commissioner Kitchen approved a mid-year salary increase for Charles Ryan Martin as Chief Deputy in the Sheriff's Office at bi-weekly salary of \$2,597.72 (includes allowance and supplement) in Pay Grade 27, effective July 22, 2025. Commissioner Stokes seconded. Motion carried 4 to 0.**

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

(9) Discuss and consider declaring received information as surplus inventory and approving transfers between departments. **None**

(10) Receive as information appointment of Chief Deputy County Treasurer. **Commissioner Kitchen made a motion to receive as information the appointment of Alicia Bittner as Chief Deputy County Treasurer. Commissioner Henderson seconded. Motion carried 4 to 0.**

(11) Discuss and consider approving the use of the Houston County Sheriff's Office Cadet Program for a selected current office employee to attend the Angelina College Police Academy starting August 7, 2025. **Commissioner Kitchen made a motion to approve the use of the Houston County Sheriff's Office Cadet Program for Alex Long, a current office employee, to attend the Angelina College Police Academy starting August 7, 2025. Commissioner Stokes seconded. Motion carried 4 to 0.**

- (12) Discuss and consider approving Interlocal Agreements for housing of inmates between Houston County Sheriff's Department and:
- a. Limestone County, Texas
  - b. Freestone County, Texas
- Commissioner Kitchen made a motion to approve Interlocal Agreements for housing of inmates between Houston County Sheriff's Department and Limestone County, Texas and Freestone County, Texas. Commissioner Henderson seconded. Motion carried 4 to 0.**
- (13) Discuss and consider receiving a donation of properties from Prime Acres and the City of Kennard for small addition to the Houston County Precinct 4 property. **Commissioner Henderson made a motion to receive a donation of properties from Prime Acres and the City of Kennard for small addition to the Houston County Precinct 4 property. (see map in packet) Commissioner Kitchen seconded. Motion carried 4 to 0.**
- (14) Receive as information the Secure Rural Schools Act expiration and reinstated 1908 Act for timber production and fund allocations. ***\*\*Melissa Jeter, County Auditor, went over the Timber Funds Revenues. In FY 2023 it was \$184,847.40; in FY 2024 it was \$172,531.14 ; and FY 2025 is \$17,707.34. Commissioner Kitchen made a motion to receive as information the Secure Rural Schools Act expiration and reinstated 1908 Act for timber production and fund allocations. Commissioner Henderson seconded. Motion carried 4 to 0.***
- (15) Discuss and consider action on authorizing outfitting Sheriff's Department new patrol pickups with SRS Title III funding. ***The Auditor stated that there is about \$3800 left from 2022 that needs to be incumbered by September 1, 2025. Commissioner Kitchen made a motion to authorize outfitting Sheriff's Department new patrol pickups with SRS Title III funding. Commissioner Stokes seconded. Motion carried 4 to 0.***
- (16) Discuss and consider action to authorize a contract from received Requests for Qualifications from Professional Architecture/Engineering Services for upcoming County building projects. ***\*\*Melissa Jeter said that we received 8 RFQs and suggested that the Commissioners take time to look these over and discuss at a future meeting. Commissioner Stokes made a motion to postpone authorizing a contract from received Requests for Qualifications from Professional Architecture/Engineering Services for upcoming County building projects until July 29, 2025 at the Special Commissioners Court Meeting. Commissioner Kitchen seconded. Motion carried 4 to 0.***

(17)Adjourn. **Commissioner Lovell made a motion for the Commissioners Court Meeting to Adjourn. The motion carried by everyone rising and leaving the meeting at 9:22 a.m.**

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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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Gene Stokes, Commissioner, Precinct #3

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Jimmy Henderson, Commissioner, Precinct #4

Attest:

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Terri Meadows, County Clerk

Date Approved: August 12, 2025