



**HOUSTON COUNTY COMMISSIONERS COURT
MINUTES
REGULAR MEETING
JUNE 13, 2023**

The Commissioners' Court of Houston County met in a regular, called meeting on June 13, 2023 **in person and via zoom due to Covid**, with the following members present, to wit:

Jim Lovell	County Judge	PRESENT
Gary Lovell	Commissioner, Precinct #1	PRESENT
Willie Kitchen	Commissioner, Precinct #2	PRESENT
Gene Stokes	Commissioner, Precinct #3	PRESENT
Jimmy Henderson	Commissioner, Precinct #4	PRESENT

County Officials/Employees in person:

Terri Meadows	County Clerk
Todd McConnell	IT
Laura Goolsby	District Clerk
Sharon Luker	Administrative Assistant to the Commissioners
Melissa Jeter	County Auditor
Jan Pigford	Administrative Assistant to the County Judge
Kris Dyches	Insurance Coordinator
Sheila Johnson	Grants Administrator
Janis Omelina	Treasurer
Carl Johnson	Facilities Administrator
Angela Steptoe	Historical Commission
Al Kreger	Historical Commission
Wanda Jordan	Historical Commission

County Officials/Employees by Zoom:

Heath Murff	Emergency Management
Meagan Frizzell	9-1-1 Addressing
Laronica Wooten-Smith	Tax Assessor Collector
Stacy Hand	Admin in Treasurer's Office
Brittani Womack	First Assistant Auditor
Daphne Session	County Attorney

Media:

Greg Ritchie - Newspaper

Visitors: Ray Ritchie (guest), Garrison Kincade (Mustang Cat), Carrie Minter (via Zoom – Chief Appraiser at Houston County Appraisal District)

- (1) Welcome, Invocation and Pledges:
Judge Lovell called the meeting to order at 9:00 a.m., Commissioner Kitchen led 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 moved to approve the Commissioners Court Minutes from May 23, 2023. Commissioner Lovell seconded. Motion carried 5 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 Lovell 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 Kitchen. The Motion carried 5 to 0.**
- (6) Receive information, announcements and reports from County Departments:
 - a. Community Service/Environmental Report
 - b. District Clerk Report
 - c. County Clerk Report
 - d. Tax Assessor Report**Commissioner Kitchen moved to receive the Community Service/Environmental Report, District Clerk Report, County Clerk Report, and Tax Assessor Report as information. Commissioner Stokes seconded. Motion carried 5 to 0.**
***Melissa Jeter, County Auditor, mentioned that the County had its first Safety Meeting, and that it was well attended. She announced the next one will be on July 6, 2023, and she invited everyone to attend.**
- (7) Consider approving salaries for new and/or transfer employees. **NONE**
- (8) Discuss and consider approving payment of compensatory, and vacation time for County Employees and necessary budget amendments. **Commissioner Stokes made a motion to approve compensatory payment to Thomas Mayo, Jailer, in the amount of \$799.43. Commissioner Henderson seconded. Motion carried 5 to 0.**
- (9) Receive as information installation of pole-mounted power supply cabinets as part of the deployment of fiber based broadband service offered by Spectrum brand to be located in Precinct 3 at CR 3375, North of CR 3400. **Commissioner Kitchen made a motion to receive as information installation of pole-mounted power supply cabinets as part of the deployment of**

fiber based broadband service offered by Spectrum brand to be located in Precinct 3 at CR 3375, North of CR 3400. Commissioner Stokes seconded. Motion carried 5 to 0.

- (10) Presentation to Houston County Historical Commission with Distinguished Service Award for the 2022 year of service. **Judge Lovell presented to Al Kreger, on behalf of the Houston County Historical Commission, with Distinguished Service award for the 2022 year of service.**
- (11) Discuss and consider action to accept the Local Hazard Mitigation Planning Program grant in the amount of \$37,437.50 from the General Land Office and authorize the County Judge to execute the Contract. **Commissioner Kitchen made a motion to accept the Local Hazard Mitigation Planning Program grant in the amount of \$37,437.50 from the General Land Office and authorize the County Judge to execute the Contract. Commissioner Henderson seconded. Motion carried 5 to 0.**
- (12) Discuss and consider action on submitting for renewal to the Texas Association of County's Risk Management Pool for auto liability, auto physical damage, general, public officials and law enforcement liability insurance. **Commissioner Kitchen made a motion to approve submitting for renewal to the Texas Association of County's Risk Management Pool for auto liability, auto physical damage, general, public officials and law enforcement liability insurance. Commissioner Lovell seconded. Motion carried 5 to 0.**
- (13) Discuss and consider taking action to approve the renewal contract with Texas HHS System Data Use Agreement and Houston County Clerk's Office that will allow the County Clerk to continue to utilize Remote Birth Records Access. **Commissioner Lovell made a motion to approve the renewal contract with Texas HHS System Data Use Agreement and Houston County Clerk's Office that will allow the County Clerk to continue to utilize Remote Birth Records Access. Commissioner Henderson seconded. Motion carried 5 to 0.**
- (14) Accept as information Houston County Appraisal District proposed budget for FY 2024. **Commissioner Lovell made a motion to accept as information Houston County Appraisal District proposed budget for FY 2024. Commissioner Stokes seconded. Motion carried 5 to 0.**
- (15) Discuss and consider approving dates and locations for County Wide Trash Cleanup for July 2023. **Commissioner Lovell made a motion to approve setting the County Wide Trash Cleanup for Precinct 1 and 2 on July 1, 2023 at the Transfer Station. Precinct 3 will be held on July 8, 2023 at the Precinct 3 Barn and Precinct 4 will be held on July 15, 2023 at Precinct 4 Barn. Commissioner Stokes seconded. Motion carried 5 to 0.**
- (16) Discuss and consider action on the Houston County Appraisal District's request to keep, rather than return, the Unused Funds from FY 2022 Budget to purchase or build their own facility rather than rent, with Houston County's portion being \$8,568.07. **No motion was made.**
- (17) Discuss and consider receiving as information the addition of roads for The Ranches at Lone Star Ridge, Phase I
- a. Caldwell Court
 - b. Liberty Lane
 - c. Robertson Road
 - d. Leon Lane

- e. Parker Place
- f. Collin Court
- g. Polk Place
- h. Comanche Court
- i. Brazos Pass
- j. Colorado Crossing
- k. Trinity Trail

Commissioner Henderson made a motion to receive as information the addition of roads for The Ranches at Lone Star Ridge, Phase I, noting that these are Private Roads: Caldwell Court, Liberty Lane, Robertson Road, Leon Lane, Parker Place, Collin Court, Polk Place, Comanche Court, Brazos Pass, Colorado Crossing, Trinity Trail. Commissioner Lovell seconded. Motion carried 5 to 0.

(18)Discuss and consider action on the Sick Leave Pool Policy. **Commissioner Kitchen made a motion to have HR look at the Sick Leave Pool Policy and come back to the Court with a recommendation. Commissioner Henderson seconded. Motion carried 5 to 0.**

(19)Adjourn. **Judge Lovell made a motion for the Commissioners Court Meeting to Adjourn. The motion carried by everyone rising and leaving the meeting at 9:44 a.m.**

Jim Lovell, County Judge

Gary Lovell, Commissioner, Precinct #1

Willie Kitchen, Commissioner, Precinct #2

Gene Stokes, Commissioner, Precinct #3

Jimmy Henderson, Commissioner, Precinct #4

Attest:

Terri Meadows, County Clerk