



**HOUSTON COUNTY COMMISSIONERS COURT
MINUTES
REGULAR MEETING
AUGUST 9, 2022**

The Commissioners' Court of Houston County met in a regular, called meeting on August 9, 2022 **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:

Todd McConnell	Information Technology
Jan Pigford	Administrative Assistant to County Judge
Terri Meadows	County Clerk
Carl Johnson	Facilities Administrator
Sheila Johnson	Grants Administrator
Sharon Luker	Administrative Assistant to the Commissioners
Melissa Jeter	County Auditor
Andy Biscamp	Bailiff
Cynthia Lum	Elections Administrator
Randy Hargrove	Sheriff
Brittani Womack	First Assistant Auditor

County Officials/Employees by Zoom:

Laronica Wooten-Smith	Tax-Assessor Collector
Carolyn Rains	District Clerk

Media:

Greg Ritchie	Messenger
Jan White (Zoom)	Courier

Visitors:

Tim Brittain (Bryan & Bryan), Michael Woodard (Latexo ISD), James Holian (Kevin Brady's Office)

- (1) Welcome, Invocation and Pledges:
Judge Lovell called the meeting to order at 9:00 a.m. Commissioner Lovell 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 Lovell moved to approve the Commissioners Court Minutes from July 26, 2022 and August 1, 2022. Commissioner Henderson 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 Stokes 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 Henderson. The Motion carried 5 to 0.**
- (6) Receive information, announcements and reports from County Departments:
 - a. Environmental Report (**not available**)
 - b. Community Service Report (**not available**)
 - c. County Clerk's Fine Report (July 2022)
 - d. District Clerk's Fee Report (July 2022)
 - e. County Treasurer's Report (**not available**)
 - f. Jan Pigford reminded us all about Open Enrollment on August 11, 2022 from 9 – 3.
 - g. Melissa Jeter wanted to thank the County Family for all their kindnesses to her during the loss of her daughter.**Commissioner Lovell moved to receive the County Clerk's Fine Report and the District Clerk's Fee Report for July 2022 as information. Commissioner Kitchen seconded. Motion carried 5 to 0.**
- (7) Consider approving salaries for new and/or transfer employees:
Commissioner Henderson made a motion to approve the following salaries for new and/or transfer employees. Commissioner Kitchen seconded. Motion carried 5 to 0.
 - a. **Suzanne McDaniel, part time Jailer, \$1059.56 bi-weekly in pay grade 15.**
- (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 Kenneth Gould, Jailer, 22.75 hours of come time for a total of \$286.88 and approve necessary budget amendments. Commissioner Stokes seconded. Motion carried 5 to 0.**
- (9) Ratify Declaration of Disaster and Order prohibiting outdoor burning issued by County Judge on June 22, 2022 and extend until August 23, 2022. **Commissioner Kitchen made a motion to ratify Declaration of Disaster and Order prohibiting outdoor burning issued by County Judge**

on June 22, 2022 and extend until August 23, 2022. Commissioner Stokes seconded. Motion carried 5 to 0.

(10) Consider submitting nomination and adopting resolution for a replacement representative for the Houston County Appraisal District Board of Directors. **Pass by acclamation.**

(11) Discuss and consider accepting submission of 2021 Tax Rate Calculation. **Commissioner Kitchen made a motion to accept as information the submission of the 2021 Tax Rate Calculation. Commissioner Lovell seconded. Motion carried 5 to 0.**

(12) Discuss and consider appointing a Houston County representative to the Board of Trustees for the Burke Center. **Commissioner Lovell made a motion to re-appoint Lois Ball as the Houston County representative to the Board of Trustees for the Burke Center. Commissioner Henderson seconded. Motion carried 5 to 0.**

**Commissioner Kitchen stepped out of the Courtroom at 9:15 a.m. and returned at 9:17 a.m.

(13) Discuss and consider adopting Memorandums of Understanding between Lovelady ISD, Kennard ISD and Latexo ISD regarding their Police Departments and the Houston County Sheriff's Office. **Kennard is not going to participate. Commissioner Henderson made a motion to adopt Memorandums of Understanding between Lovelady ISD (pending the supplying of the map) and Latexo ISD. Commissioner Stokes seconded. Motion carried 5 to 0.**

(14) Discuss and consider approving destruction of old and/or damaged uniforms for Sheriff's Office. **Commissioner Kitchen moved to approve destruction of old and/or damaged uniforms for Sheriff's Office. Commissioner Lovell seconded. Motion carried 5 to 0.**

(15) Discuss and consider approving destruction of accumulated scrap metal at Sheriff's Office. **Commissioner Kitchen made a motion to approve destruction of accumulated scrap metal at Sheriff's Office. Commissioner Lovell seconded. Motion carried 5 to 0.**

(16) Receive as information and discuss the Post Installation Report from Johnson Controls for the Houston County Energy Performance Contract. **Commissioner Kitchen made a motion to receive the Post Installation Report from Johnson Controls for the Houston County Energy Performance Contract as information and proceed with billing. Commissioner Lovell seconded. Motion carried 5 to 0.**

(17) Discuss and consider action on accepting a proposal from Johnson Controls to replace Compressor #1 on circuit #1 on A/C Chiller in Courthouse and ensure operational. **It was noted that the parts to be replaced are under warranty and no action is necessary on this item. Judge Lovell thanked Carl Johnson, Facilities Administrator, for working on this and saving the county money.**

(18) Discuss and consider action on accepting the First Amendment to Grant Contract No. 2218998-01 for a Vendor Name Change from Office of the Attorney General for the SAVNS Grant for FY 2022. **Grants Administrator, Sheila Johnson, mentioned that this is only a Vendor Name Change. Commissioner Stokes made a motion to accept the First Amendment to Grant Contract No. 2218998-01 for a Vendor Name Change from the Office of the Attorney General for the SAVNS Grant for FY 2022. Commissioner Henderson seconded. Motion carried 5 to 0.**

- (19) Discuss and consider declaring 2010 Ford F150 (VIN C84573) as salvage and advertise for bids to sell for Precinct 2. **Commissioner Kitchen mentioned this 2010 Ford F150 (VIN C84573) was totaled out during the tornado and he moved that it should be declared as salvage and advertise for bids to sell for Precinct 2. Commissioner Lovell seconded. Motion carried 5 to 0.**
- (20) Discuss and accept donation from Dewayne Rogers Logging in the amount of \$350.00 for improvements to County Road 3045 in Precinct 2. **Commissioner Kitchen made a motion to accept donation from Dewayne Rogers Logging in the amount of \$350.00 for improvements to County Road 3045 in Precinct 2. Commissioner Stokes seconded. Motion carried 5 to 0.**
- (21) Discuss and consider rescinding advertising for bids for the purchase of a pickup truck from ARPA grant funds for Precinct 2. (Item #3 on Special Commissioners Court Agenda dated 8-1-2022). **Commissioner Kitchen said that he found a local vendor that can provide the truck for less and he makes the motion to rescind advertising for bids for the purchase of a pickup truck from ARPA grant funds for Precinct 2 that was Item #3 on Special Commissioners Court Agenda dated 8-1-2022. Commissioner Henderson seconded. Motion carried 5 to 0.**
- (22) Discuss and consider advertising for bids on the hauling and purchase of 2000 tons of State Base for CR 3095 from ARPA grant funds Precinct 2. **Commissioner Kitchen made a motion to advertise for bids on the hauling and purchase of 2000 tons of State Base for CR 3095 from ARPA grant funds for Precinct 2. Commissioner Lovell seconded. Motion carried 5 to 0.**
- (23) Discuss and consider awarding bids for purchase and hauling of 2000 tons oil sand for CR 2145 from ARPA grant funds for Precinct 2. **Commissioner Kitchen moved to award bid for purchase of 2000 tons oil sand for CR 2145 from ARPA grant funds for Precinct 2 to Bryan and Bryan. Commissioner Henderson seconded. Motion carried 5 to 0. Commissioner Kitchen moved and to award the hauling of 2000 tons oil sand for CR 2145 from ARPA grant funds for Precinct 2 to Garry Kellum. Commissioner Lovell seconded the motion. Motion carried 5 to 0.**
- (24) Discuss and consider awarding bids for purchase and hauling of 2500 tons oil sand for CR 2120 from ARPA grant funds for Precinct 2. **Commissioner Kitchen moved to award bid for purchase of 2500 tons oil sand for CR 2120 from ARPA grant funds for Precinct 2 to Bryan and Bryan. Commissioner Lovell seconded. Motion carried 5 to 0. Commissioner Kitchen moved and to award the hauling of 2500 tons oil sand for CR 2120 from ARPA grant funds for Precinct 2 to Garry Kellum. Commissioner Lovell seconded the motion. Motion carried 5 to 0.**
- (25) Discuss and consider awarding bids for purchase of 23,299 tons of road base to be distributed on CR 3370, 3380, 3385, 3390, 3401, 3410, 3430, 4025, 4030, 4035, 4037, 4120, 4130 from ARPA grant funds for Precinct 3. **Commissioner Stokes made a motion to award bid for purchase of 23, 299 tons of road base to be distributed on CR 3370, 3380, 3385, 3390, 3401, 3410, 3430, 4025, 4030, 4035, 4037, 4120, 4130 from ARPA grant funds for Precinct 3. The State Base is awarded to Conners and the 1X3 Limestone is awarded to Helmcamp. Commissioner Henderson seconded. Motion carried 5 to 0.**
- (26) Discuss and consider action on authorizing the following items through the American Rescue Plan Act (ARPA) Grant Fund and necessary budget amendments:
- a. Purchase Radio Repeaters and Dispatch Console upgrades for Ratcliff and Lovelady to improve law enforcement/fire department radio reception in those areas. § TOTAL

\$35,829. **Commissioner Stokes made a motion to authorize purchase from ARPA Grant Fund of Radio Repeaters and Dispatch Console upgrades for Ratcliff and Lovelady to improve law enforcement/fire department radio reception in those areas. § TOTAL \$35,829. Commissioner Henderson seconded. Motion carried 5 to 0.**

- b. Purchase from Cutshaw Chevrolet (1) 2022 Chevy Silverado 1500 crew-cab 4X4 for Road & Bridge Precinct 1. § TOTAL \$46,320. **Commissioner Lovell made a motion to authorize purchase from ARPA Grant Fund of 2022 Chevy Silverado 1500 crew-cab 4X4 for Road & Bridge precinct 1 at a Total cost of \$46,320. Commissioner Kitchen seconded. Motion carried 5 to 0.**
- c. Purchase from Cutshaw Chevrolet (1) 2022 Chevy Silverado 1500 crew-cab 4X4 for Road & Bridge Precinct 2. § TOTAL \$46,320. **Commissioner Kitchen made a motion to authorize purchase from ARPA Grant Fund of 2022 Chevy Silverado 1500 crew-cab 4X4 for Road & Bridge precinct 1 at a Total cost of \$46,320. Commissioner Stokes seconded. Motion carried 5 to 0.**

(27) Discuss and consider adopting Order for the November 8, 2022 General Election. **Commissioner Kitchen made a motion to adopt Order for the November 8, 2022 General Election. Commissioner Lovell seconded. Motion carried 5 to 0.**

(28) Discuss and consider appointing Election and Alternate Judges as presented by the Republic and Democratic Party for a one-year term. **Commissioner Kitchen moved to appoint Election and Alternate Judges as presented by the Republic and Democratic Party for a one-year term. Commissioner Henderson seconded. Motion carried 5 to 0.**

(29) Discuss and consider action on accepting a proposal from Detention Lock and Equipment Service to repair the de-escalation cell and necessary budget amendments. **Commissioner Stokes made a motion to accept the proposal from Detention Lock and Equipment Service to repair the de-escalation cell and necessary budget amendments. Commissioner Kitchen seconded. Motion carried 5 to 0.**

(30) Adjourn
Judge Lovell made the motion for Commissioners Court to adjourn. Commissioner Henderson seconded. Motion carried 5 to 0. Court adjourned at 9:49 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