



**HOUSTON COUNTY COMMISSIONERS COURT  
MINUTES  
REGULAR MEETING  
MAY 10, 2022**

The Commissioners' Court of Houston County met in a regular, called meeting on May 10, 2022 in person and via zoom due to Covid, with the following members present, to wit:

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

County Officials/Employees in person:

Todd McConnell	Information Technology
Sharon Luker	Administrative Assistant to the Commissioners
Jan Pigford	Administrative Assistant to County Judge
Terri Meadows	County Clerk
Randy Hargrove	Sheriff
Andy Biscamp	Bailiff
Carl Johnson	Facilities Administrator
Brittani Womack	First Assistant Auditor
Daphne Session	County Attorney

County Officials/Employees by Zoom:

Sheila Johnson	Grants Administrator
Belinda Hinson	Assistant Auditor

Media:

Will Johnson (Zoom)	Messenger
Jan White (Zoom)	Houston County Courier

Visitors:

Brenda Walker (Oncor), Matt Winchester (Oncor), Paulette Carson (PADRE's), Vallie Cross (PADRE's)

(1) Welcome, Invocation and Pledges:

**Judge Lovell called the meeting to order at 9:20 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.) **Brenda Walker from Oncor announced that she is retiring effective May 31, 2022 and beginning June 1, 2022 Matt Winchester will take her place. Mr. Winchester commented that he looks forward to his new position.**
- (3) Consider approval of prior Commissioners Court minutes.  
**Commissioner Stokes moved to approve the Commissioners Court minutes from April 26, 2022. Commissioner Lovell 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 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 4 to 0.**
- (6) Receive information, announcements and reports from County Departments:  
a. Environmental Report  
b. Community Service **(not available)**  
c. Environmental Report  
d. County Clerk's Fine Report (April 2022)  
e. District Clerk's Fee Report (April 2022)  
**Commissioner Lovell made a motion to receive the above reports as information. Commissioner Stokes seconded. Motion carried 4 to 0.**
- (7) Consider approving salaries for new and/or transfer employees:  
a. **Commissioner Lovell made the motion to approve the hiring of Bobby Tims as Part-Time Equipment Operator in Precinct 4 in Pay Grade 14 and hourly wage of \$14.51. Commissioner Kitchen seconded. Motion carried 4 to 0.**  
b. **Commissioner Stokes made the motion to approve the 6 month pay increase of 4% to Hernan Gonzales, Legal Assistant in the County Attorney's Office in Pay Grade 15 and a bi-weekly salary of \$1169.16. Commissioner Kitchen seconded. Motion carried 4 to 0.**
- (8) Discuss and consider approving payment of compensatory, and vacation time for County employees and necessary budget amendments. **Motion by Commissioner Kitchen to approve the payment for vacation and compensatory time to Tresa Masters in the amount of \$1,955.83. Commissioner Lovell seconded. Motion carried 4 to 0.**
- (9) Discuss and consider action to accept the grant award from the Texas Indigent Defense Commission for FY 2022..  
**Commissioner Lovell made the motion to accept the grant award from the Texas Indigent Defense Commission for FY 2022. Commissioner Stokes seconded. Motion carried 4 to 0.**

(10) Discuss and consider approving order allowing retail fireworks permit holders to sell fireworks to the public for the 4<sup>th</sup> of July, 2022 holiday celebrations.

**Commissioner Kitchen made a motion to approve retail fireworks permit holders to sell fireworks to the public for the 4<sup>th</sup> of July, 2022 holiday celebrations. Commissioner Stokes seconded. Motion carried 4 to 0.**

(11) Hear presentation for Alcohol and Drug Abuse Council Program for “PADRES” Parenting Awareness and Drug Risk Education available for Houston County. **Vallie Cross was here to share information about this wonderful program. P.A.D.R.E.s (Parenting Awareness and Drug Risk Education) is a Grant Funded Free Program to help families overcome the challenges that come with parenting. They have group meetings and deal with Anger Management, Substance Abuse, Managing Stress, and Accessing Services. They can also assist with some physical needs. This program will have a group beginning in Groveton and Ms. Cross asked for our assistance in sharing this information.**

(12) Discuss and consider action on the renewal of the property and mobile equipment insurance package with the Texas Association of Counties from July 1, 2022 to June 30, 2023.

**Commissioner Stokes moved to renew the property and mobile equipment insurance package with Texas Association of Counties from July 1, 2022 to June 30, 2023 and pay the premium of \$73,572.00. Commissioner Lovell seconded. Motion carried 4 to 0.**

(13) Discuss and consider ratifying the terms of the new lease agreement for Precinct 2 for the purchase of a used Caterpillar Motorgrader.

**Commissioner Kitchen made a motion to ratify the terms of the purchase of a used Caterpillar Motorgrader. Maturity Date for 2018 140K Motorgrader (4526) – March 23, 2023. Renew at the same time as Lease #39225-00 for 2018 140K Motorgrader (4594) at which time both will be combined and renewed. Commissioner Stokes seconded. Motion carried 4 to 0.**

(14) Adjourn

**Judge Lovell made the motion for Commissioners Court to adjourn. Commissioner Stokes seconded. Motion carried 4 to 0. Court adjourned at 9:29 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