



HOUSTON COUNTY COMMISSIONERS COURT
MINUTES
REGULAR MEETING
APRIL 9, 2024

The Commissioners' Court of Houston County met in a regular, called meeting on March 26, 2024 **in person and via zoom**, with the following members present, to wit:

The Court

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:

Kris Dyches	Insurance Coordinator
Laura Goolsby	District Clerk
Randy Hargrove	Sheriff
Melissa Jeter	Auditor
Sheila Johnson	Grants Administrator
Sharon Luker	Administrative Assistant to the Commissioners
Joel Martin	Bailiff
Todd McConnell	IT
Terri Meadows	County Clerk
Jan Pigford	Administrative Assistant to the County Judge
Daphne Session	County Attorney

County Officials/Employees by Zoom:

Cynthia Lum	Elections Administrator
Carl Johnson	Facilities Administrator
Brittani Womack	1 st Assistant Auditor

Media:

Greg Ritchie (Messenger) – Zoom

Visitors: Clayton Starr (Sons of Republic), Ruenette Starr, Erik Anderson, James Angerstein, Glenn Petty (Radio Tower)

(1) Welcome, Invocation and Pledges:

Judge Lovell called the meeting to order at 9:00 a.m., he gave the Invocation and lead 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 made a motion to approve the Commissioners Court minutes for March 26, 2024. 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. Community Service/Environmental Report
 - b. District Clerk Report
 - c. County Clerk Report
 - d. Tax Assessor Report
 - e. Sheriff Report
 - f. Hotel Occupancy Tax Quarterly Report
- Commissioner Kitchen moved to receive the Community Service/Environmental Report, District Clerk Report, County Clerk Report, Tax Assessor Report, Sheriff Report, and Hotel Occupancy Tax Quarterly Report as information. Commissioner Lovell seconded. Motion carried 5 to 0.**
- *Judge Lovell reminded everyone about the County Picnic on April 26, 2024 at Noon.*
- (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 Lovell made a motion and Commissioner Henderson seconded to approve compensatory payment to Jerrod Vickers, Comm Supervisor, in the amount of \$5.65, and Rocky Hoch, Transport Deputy, in the amount of \$389.63, because they are over the accrued compensatory limit. Motion carried 5 to 0.**
- (9) Discuss and consider declaring received information as surplus inventory and approving transfers between departments. **Commissioner Lovell made a motion to declare received information as surplus inventory and approve transfers between departments. Commissioner Stokes seconded. Motion carried 5 to 0.**
- (10) Discuss and consider proclaiming the week of April 28 to May 5, 2024 as "Soil & Water Stewardship Week". **Commissioner Kitchen made a motion to proclaim the week of April 28 to May 5, 2024 as "Soil & Water Stewardship Week". Commissioner Stokes seconded. Motion carried 5 to 0.**

- (11) Discuss and consider proclaiming April 21, 2024 as “San Jacinto Day” and special recognition of the Sons of the Republic of Texas. **Clayton Starr was present to share some Texas History on Peter Sides. Commissioner Kitchen made a motion to proclaim April 21, 2024 as “San Jacinto Day” and special recognition of the Sons of the Republic of Texas. Commissioner Stokes seconded. Motion carried 5 to 0.**
- (12) Discuss and consider action on a lease with Houston County and Kathy Rains pertaining to the Decommissioned Radio Tower (#536167). **PASS UNTIL WE GET AN ESTIMATE OF THE TOWER FOR INSURANCE PURPOSES.**
- (13) Discuss and consider approving amended airport hangar lease for property ID #28884 with Mark Whitfill for transfer to Chris Morris to become effective upon the execution of the amended lease by Mark Whitfill, Chris Morris, and County Judge. **Commissioner Kitchen made a motion to approve amended airport hangar lease for property ID #28884 with Mark Whitfill for transfer to Chris Morris to become effective upon the execution of the amended lease by Mark Whitfill, Chris Morris, and County Judge. Commissioner Henderson seconded. Motion carried 5 to 0.**
- (14) Discuss and consider approving amended airport hangar lease for property ID #28880 with Christopher Haeckler for transfer to Mark Whitfill to become effective upon the execution of the amended lease by Mark Whitfill, Christopher Haeckler, and County Judge. **Commissioner Lovell made a motion to approve amended airport hangar lease for property ID #28880 with Christopher Haeckler for transfer to Mark Whitfill to become effective upon the execution of the amended lease by Mark Whitfill, Christopher Haeckler, and County Judge. Commissioner Henderson seconded. Motion carried 5 to 0.**
- (15) Discuss and consider action to designate the Bank Meeting Room as an alternate Courtroom/Courthouse Annex for the 349th and 3rd Judicial District Courts. **Commissioner Kitchen made a motion to designate the Bank Meeting Room as an alternate Courtroom/Courthouse Annex for the 349th and 3rd Judicial District Courts. Commissioner Stokes seconded. Motion carried 5 to 0.**
- (16) 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 4, CR 1155 E. of CR 1160. **Commissioner Henderson 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 4, CR 1155 E. of CR 1160. Commissioner Stokes seconded. Motion carried 5 to 0.**
- (17) Discuss and consider action on renewing the aviation support and maintenance services with DBT Transportation Services for the Airport AWOS system. **Commissioner Kitchen made a motion to renew the aviation support and maintenance services with DBT Transportation Services for the Airport AWOS system. Commissioner Henderson seconded. Motion carried 5 to 0.**
- (18) Discuss and consider action on advertising to accept bids for improvements within Precinct 2 to CR 3120 using ARPA funding:
- a. State Limestone Base Road Materials
 - b. Delivery of Road Materials

Commissioner Kitchen made a motion to advertise to accept bids for improvements within Precinct 2 to CR 3120 using ARPA funding: for (a) State Limestone Base Road Materials and (b) Delivery of Road Materials. Commissioner Stokes seconded. Motion carried 5 to 0.

(19) Discuss and consider receiving as information the addition of Private Road in Precinct 1 to the Houston County Map: Private Road – Canopy Ridge Trail. **Commissioner Lovell made a motion to receive as information the addition of Private Road in Precinct 1 to the Houston County Map: Private Road – Canopy Ridge Trail. Commissioner Kitchen seconded. Motion carried 5 to 0.**

(20) Receive as information the FY 2023 Annual Disclosure Report as required by the Municipal Securities Rulemaking Board pursuant to SEC Rule 15c2-12. ***Melissa Jeter, Auditor, stated that this is step 1 in preparing for outside audit for FY2023. Commissioner Kitchen made a motion to receive as information the FY 2023 Annual Disclosure Report as required by the Municipal Securities Rulemaking Board pursuant to SEC Rule 15c2-12. Commissioner Henderson seconded. Motion carried 5 to 0.**

(21) Receive as information the reappointment of Melissa Jeter as the Houston County Auditor for 2 additional years and approve necessary bond. **Commissioner Lovell made a motion to receive as information the reappointment of Melissa Jeter as the Houston County Auditor for 2 additional years and approve necessary bond. Commissioner Kitchen seconded. Motion carried 5 to 0.**

****Judge Lovell stepped out of the meeting at 9:39 a.m. and Commissioner Kitchen took over presiding***

(22) Discuss and consider action on setting spending limit for incumbent county officer who did not seek re-election, per LGC 130.908. **Commissioner Kitchen made a motion to approve setting spending limit at \$10,000 for the incumbent county officer, District Attorney, who did not seek re-election per LGC 130.908. Commissioner Stokes seconded. Motion carried 5 to 0.**

(23) Discuss and consider action on the renewal application to Texas Association of Counties for building and mobile equipment insurance coverage for the period July 1, 2024 through June 30, 2025. ***County Auditor, Melissa Jeter, said this is to submit the information to get the premium quote. Commissioner Henderson moved to submit the information on the renewal application to Texas Association of Counties for building and mobile equipment insurance coverage for the period July 1, 2024 through June 30, 2025. Commissioner Stokes seconded. Motion carried 5 to 0.**

(24) Discuss and consider action on amending the contract with Constellation for electricity to the newly updated Equipment Storage building at Precinct 1. **Commissioner Lovell made a motion to approve amending the contract with Constellation for electricity to the newly updated Equipment Storage building at Precinct 1. Commissioner Henderson seconded. Motion carried 5 to 0.**

****Judge Lovell came back to the meeting at 9:41 a.m. and resumed presiding***

(25) Discuss and consider action on authorizing the Sheriff's Department to purchase of a pickup from the District Attorney's Seizure/Forfeited inventory. **Commissioner Lovell made a motion to authorize the Sheriff's Department to purchase a 2007 Chevrolet Pickup, VIN**

#1GCEC19V17Z139545 for \$3000 from the District Attorney's Seizure/Forfeited inventory. Commissioner Henderson seconded. Motion carried 5 to 0.

(26)Discuss and consider action on receiving donated inventory items found in the newly purchased county buildings on Goliad Ave. **Commissioner Stokes made a motion to receive as a donation inventory items found in the newly purchased county buildings on Goliad Ave. Commissioner Kitchen seconded. Motion carried 5 to 0.**

(27)Discuss and consider approval of a security agreement to be utilized on a case by case basis as necessary to provide security services to assist the Houston County Sheriff's Office and Jail and necessary budget amendments.

- a. Badgehire Security Services
- b. Rollkall
- c. Off Duty Officers, Inc.

PASSED because according to the County Attorney, Daphne Session, this does not meet the requirements in LGC Sec 551.045.

(28)Adjourn. **Judge Lovell made a motion for the Commissioners Court Meeting to Adjourn. Commissioner Henderson seconded. The motion carried by everyone rising and leaving the meeting at 9:47 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

Date Approved: April 23, 2024