



HOUSTON COUNTY COMMISSIONERS COURT

MINUTES

REGULAR MEETING

AUGUST 27, 2024

The Commissioners' Court of Houston County met in a regular, called meeting on August 27, 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	ABSENT
Terri Meadows	County Clerk	PRESENT

County Officials/Employees in person:

Kris Dyches	Insurance Coordinator
Laura Goolsby	District Clerk
Randy Hargrove	Sheriff
Melissa Jeter	County Auditor
Sharon Luker	Administrative Assistant to the Commissioners
Todd McConnell	IT
Mike McCreight	JP Precinct 1
Heath Murff	Emergency Management
Jan Pigford	Administrative Assistant to the County Judge

County Officials/Employees by Zoom:

Matthew Van Egmond	S/O
Brittani Womack	1 st Assistant Auditor
Laronica Wooten-Smith	County Tax Assessor-Collector

Media: Greg Ritchie - Messenger

Visitors: Cindy Doran (FUMC, Crockett), Ava Buckner, Broderick Creag

(1) Welcome, Invocation and Pledges:

Judge Lovell called the meeting to order at 9:02 a.m. Reverend Cindy Doran of the Crockett First United Methodist Church gave the Invocation 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.) **Ava Buckner**

(3) Consider approval of prior Commissioners Court minutes. **Commissioner Lovell made a motion to approve the Commissioners Court minutes for August 13, 2024 and August 20, 2024. Commissioner Kitchen seconded. Motion carried 4 to 0.**

(4) Consider approving budget amendments. **Commissioner Lovell made a motion to approve the budget amendments as presented. Commissioner Stokes seconded. Motion carried 4 to 0.**

(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

Commissioner Kitchen made a motion to receive as information the County Treasurers Report and the Compensatory Report. Commissioner Stokes seconded. Motion carried 4 to 0.

***Judge Lovell asked Heath Murff, Emergency Management Coordinator, to give us an update on whether or not a Burn Ban is needed. Murff stated we are okay for now, but they are watching the conditions closely.**

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

- a. Part-Time cook Senior Citizen Center
- b. Full-Time Deputy Clerk II County Clerk

Commissioner Lovell made a motion to approve the salary of Carol Ham as Part-time Cook at the Senior Citizen Center at hourly rate of \$13.88 in Pay Grade 12, effective August 26, 2024. and Brittney Watson as Full-time Deputy Clerk II in the County Clerk's Office at bi-weekly salary of \$1,391.18 and \$18.46 cell phone allowance in Pay Grade 16, effective August 26, 2024. Commissioner Stokes seconded. Motion carried 4 to 0.

c. Full time Jailer – **Commissioner Stokes made a motion to approve the bi-weekly salary for Brandon Waldrep, Jailer at the Houston County Jail at \$1626.92 in Pay Grade 17, effective August 16, 2024. Commissioner Kitchen seconded. Motion carried 4 to 0.**

d. Employee status change from Full-Time Cadet to Full-Time Deputy – **Commissioner Lovell made a motion to approve the employee status change of Weston Reeves, from Cadet to Full-Time Deputy at the HCSO changing bi-weekly salary from \$1,538.46 to \$1,749.23 plus \$18.46 cell phone allowance in Pay Grade 20, effective August 27, 2024. Commissioner Stokes seconded. Motion carried 4 to 0.**

e. Part-Time Clerk Justice of Peace Precinct 1 – **Commissioner Stokes made a motion to approve hourly salary of Maria Horn as Clerk at Justice of the Peace Precinct 1 at \$13.14 in Pay Grade 13, effective August 21, 2024. Commissioner Lovell seconded. Motion carried 4 to 0.**

- (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 Kitchen seconded to approve compensatory payment to Dwayne Hughes, Precinct 3 Road Hand, in the amount of \$681.88; Matthew Van Egmond, Deputy, in the amount of \$325.20; J'Darius Pruitt, Dispatcher in the amount of \$198.24; Rocky Hoch, Deputy, in the amount of \$716.91; Jaycob Elliott, Jailer, in the amount of \$268.35; Theresa Hayes, Jailer, in the amount of \$408.45; Joshua Provins, Jailer, in the amount of \$54.33; Johnny Romo, Jailer, in the amount of \$271.65; and Thomas Flowers, Jailer, in the amount of \$339.91. Motion carried 4 to 0.**
- (9) Discuss and consider declaring received information as surplus inventory and approving transfers between departments. **None**
- (10) Discuss and consider a donation for Flags and Stands from Betty and JD Miller. **Commissioner Stokes made a motion to accept a donation of \$125.97 for Flags and Stands from Betty and JD Miller. Commissioner Lovell seconded. Motion carried 4 to 0.**
- (11) Discuss and consider accepting a donation from Maximus Operating, LTD for improvements to CR 2135 Pct. 2. **Commissioner Kitchen made a motion to accept a donation of \$20,000 from Maximus Operating, LTD for improvements to CR 2135 Pct. 2 with necessary budget amendment. Commissioner Stokes seconded. Motion carried 4 to 0.**
- (12) Discuss and consider approving TAC CIRA services agreement for Website Hosting and Website Content Management. **Commissioner Kitchen made a motion to approve TAC CIRA services agreement for Website Hosting and Website Content Management. Commissioner Lovell seconded. Motion carried 4 to 0.**
- (13) Discuss and consider appointing a member for the DETCOG Board of Directors for a one- year term to end on June 30, 2025. **Commissioner Kitchen made a motion to re-appoint Judge Jim Lovell as a member of the DETCOG Board of Directors for a one-year term to end on June 30, 2025. Commissioner Stokes seconded. Motion carried 4 to 0.**
- (14) Discuss and consider action on renewing contract with Lexis Nexis for legal research services for the County and District Attorney Offices for FY 2025. **Commissioner Kitchen made a motion to approve renewal contract with Lexis Nexis for legal research services for the County and District Attorney Offices for FY 2025. Commissioner Stokes seconded. Motion carried 4 to 0.**
- (15) Discuss and consider action on authorizing a time extension to receive the salary court orders due to scheduling as authorized under Government Code 52.051(c). **Commissioner Lovell made a motion to authorize a time extension to receive the salary court orders due to scheduling as authorized under Government Code 52.051(c). Commissioner Kitchen seconded. Motion carried 4 to 0.**
- (16) Discuss and consider taking action approving the Amended Order Setting Annual Salary of the Official Court Reporter of the County Court at Law. **Commissioner Kitchen made a motion to approve the Amended Order Setting Annual Salary of the Official Court Reporter of the County Court at Law at \$72,162.48. Commissioner Stokes seconded. Motion carried 4 to 0.**

- (17) Discuss and consider action to accept the FY 2025 VCLG (Victim Coordinator and Liaison Grant) from the Office of the Attorney General. **Commissioner Kitchen made a motion to accept the FY 2025 VCLG (Victim Coordinator and Liaison Grant) from the Office of the Attorney General. Commissioner Lovell seconded. Motion carried 4 to 0.**
- (18) Discuss and consider action on an application request of the Hotel Occupancy Tax Fund and Interlocal Agreement with Piney Woods Fine Arts:
- a. Ruthie Foster Concert, September 13, 2024 at the Crockett Civic Center
 - b. Escape/The Music of Journey, October 12, 2024 at the Crockett Civic Center
- Commissioner Kitchen made a motion to approve the application request of the Hotel Occupancy Tax Fund and Interlocal Agreement with Piney Woods Fine Arts for the Ruthie Foster Concert to be held September 13, 2024 at the Crockett Civic Center and approve \$1000 with the necessary budget amendment. AND Escape/The Music of Journey to be held October 12, 2024 at the Crockett Civic Center and approve \$1000. Commissioner Stokes seconded. Motion carried 4 to 0.**
- (19) Discuss and consider action on paying off lease purchase agreement 41228-01 with Citizens National Bank for Precinct 2 for balance due on John Deere Tractor and mower. **Commissioner Kitchen made a motion to approve to pay off lease purchase agreement 41228-01 with Citizens National Bank for Precinct 2 for balance due on John Deere Tractor and mower. Commissioner Lovell seconded. Motion carried 4 to 0.**
- (20) Discuss and consider action on a Change Order on the contract for Materials with Conners Construction for Precinct 3 ARPA Road Projects. **Commissioner Lovell made a motion to approve a Change Order on the contract for Materials with Conners Construction for Precinct 3 ARPA Road Projects. Commissioner Stokes seconded. Motion carried 4 to 0.**
- (21) Discuss and consider action on designating specific FY 2024 operating expenses for Precinct 2 as eligible for the American Rescue Plan Act (ARPA) Grant Fund and necessary budget amendments. **Commissioner Kitchen made a motion to designate specific FY 2024 operating expenses for Precinct 2 as eligible for the American Rescue Plan Act (ARPA) Grant Fund and necessary budget amendments. Commissioner Lovell seconded. Motion carried 4 to 0.**
- (22) Receive as information the addition of the following roads as private roads in Houston County Map:
- a. Oak Hill Trail Private Road located off CR 1105.
 - b. Fox Hollow Court Private Road located off CR 1105.
- Commissioner Lovell made a motion to receive as information the addition of Oak Hill Private Road located off CR 1105 and Fox Hollow Court Private Road located off CR 1105 as private roads on the Houston County Map. Commissioner Kitchen seconded. Motion carried 4 to 0**

(23)Adjourn. **Judge Lovell made a motion for the Commissioners Court Meeting to Adjourn. Commissioner Kitchen seconded. The motion carried by everyone rising and leaving the meeting at 9:28 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: September 10, 2024