



HOUSTON COUNTY COMMISSIONERS COURT

MINUTES

REGULAR MEETING

JANUARY 28, 2025

The Commissioners' Court of Houston County met in a regular, called meeting on January 28, 2025 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
Terri Meadows	County Clerk	PRESENT

County Officials/Employees in person:

James Angerstein	Tax Assessor-Collector
Zak Bengé	Sheriff
Kris Dyches	Insurance Coordinator
Laura Goolsby	District Clerk
Melissa Jeter	County Auditor
Carl Johnson	Facilities Administrator
Joel Martin	Bailiff
Ryan Martin	Chief Deputy Sheriff
Kristina Massey	County Attorney
Todd McConnell	IT
Heath Murff	Emergency Management
Jan Pigford	Administrative Assistant to the County Judge
Darrellyn Smith	Assistant to the County Commissioners
Red Smith	Constable Pct 2

County Officials/Employees by Zoom:

Meagan Frizzell	9-1-1 Addressing
Sheila Johnson	Grants Administrator
Cynthia Lum	Elections Administrator
Matthew van Egmond	S/O
Brittani Womack	1 st Assistant Auditor

Media:

Visitors: John Henry Pawarski (Citizen), Sonny Hubbard (Live Oak Sanitation), Robin & Odin Ogg (Citizen), Ricky Cavender (Citizen), Angela Steptoe (Volunteer with Historical Commission)

- (1) Welcome, Invocation and Pledges:
Judge Lovell called the meeting to order at 9:00 a.m. Commissioner Lovell voiced 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 made a motion to approve the Commissioners Court minutes for January 14, 2025. Commissioner Henderson seconded. Motion carried 5 to 0.**
- (4) Consider approving budget amendments. **Commissioner Kitchen made a motion to approve the Budget Amendments as presented. Commissioner Stokes seconded. Motion carried 5 to 0.**
- (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 Henderson. The Motion carried 5 to 0.**
- (6) Receive information, announcements and reports from County Departments:
 - a. County Treasurers Report
 - b. Compensatory Report
 - c. Hotel Occupancy Tax Fund Tourism Payments**Commissioner Henderson made a motion to receive as information the County Treasurers Report, Compensatory Report, and Hotel Occupancy Tax Fund Tourism Payments. Commissioner Stokes seconded. Motion carried 5 to 0.**
- (7) Consider approving salaries for new and/or transfer employees.
 - a. Two Heavy Equipment Operators Precinct 1 – Six month pay raise – **Commissioner Lovell made a motion approve 6 month pay raise for Ben Cutler, Precinct 1 Heavy Equipment Operator moving his salary including \$18.46 cell phone allowance from \$1,458.46 to \$1,535.38 bi-weekly in Pay Grade 17, effective February 11, 2025 AND Gregg McKinney, Precinct 1 Heavy Equipment Operator moving his salary including \$18.46 cell phone allowance from \$1,564.98 to \$1,588.52 bi-weekly in Pay Grade 17, effective February 11, 2025. Commissioner Henderson seconded. Motion carried 5 to 0.**
 - b. Patrol Deputy promoted to Patrol Sergeant –.
 - c. Two Patrol Sergeants mid-year pay increase –
Commissioner Kitchen made a motion to approve the promotion of Michael W. Molnes from Patrol Deputy to Patrol Sergeant with the HCSO with requested bi-weekly salary (including cell phone allowance) of \$1,973.19 in Pay Grade 23 effective January 28, 2025 AND approve mid-year pay increase of Mark Simon and Curtavius Watts, Patrol Sergeants at the HCSO at bi-weekly salary (including cell phone

- allowance) of \$1,973.19 in Pay Grade 23, effective January 28, 2025. Commissioner Stokes seconded. Motion carried 5 to 0.
- d. Two Deputy Clerk 1 – County Tax Office – Commissioner Kitchen made a motion to approve the full time bi-weekly salary of Antonia Slatter and Twyla Musick, Deputy Clerk 1 in County Tax Office at \$1,285.52 in Pay Grade 15 effective January 27, 2025. Commissioner Henderson seconded. Motion carried 5 to 0.
 - e. HC Aging Services Director – from part-time to full-time – Commissioner Lovell made a motion to approve the change in job status and salary of the Home Delivered Meal Program Director, Pam Fannett, from part-time to full-time at bi-weekly salary of \$1,359.20 in Pay Grade 14 effective January 28, 2025. Commissioner Stokes seconded. Motion carried 5 to 0.
- (8) Discuss and consider approving payment of compensatory, and vacation time for County employees and necessary budget amendments. Commissioner Henderson made a motion and Commissioner Kitchen seconded to approve compensatory payment to Jaidan Jones, Dispatcher, in the amount of \$220.20; J'darius Pruitt, Dispatcher, in the amount of \$220.20; Zachary Allen, HCSO/Deputy, in the amount of \$17.21; Gordon Denman, HCSO/Deputy, in the amount of \$64.92; Ryan Hutcherson, HCSO/Deputy, in the amount of \$65.73; Mathew VanEgmond, HCSO/Deputy, in the amount of \$232.54; and John Lowery, HCSO/Jailer, in the amount of \$1,881.95. Motion carried 5 to 0.
- (9) Discuss and consider declaring received information as surplus inventory and approving transfers between departments. Commissioner Kitchen made a motion to deny transfer of furniture from the bank building to other offices. After some discussion Commissioner Kitchen withdrew his motion and made a motion to receive as information the surplus inventory and approving transfers between departments as presented. Commissioner Stokes seconded. Motion carried 5 to 0.
- (10) Receive as information the 2024 Title III Expenditure Report. Commissioner Stokes moved to receive as information the 2024 Title III Expenditure Report as presented. Commissioner Henderson seconded. Motion carried 5 to 0.
- (11) Receive as information the Continuing Education Hours for Terri Meadows, Houston County Clerk, for 2024 calendar year. Commissioner Lovell moved to receive as information the Continuing Education Hours for Terri Meadows, Houston County Clerk, for 2024 calendar year. Commissioner Henderson seconded. Motion carried 5 to 0.
- (12) Discuss and consider continuing designation of Roger Dickey as a Reserve Peace Officer in the Houston County Fire Marshal's Office and Volunteer with the Office of Emergency Management. Commissioner Lovell made a motion to continue designation of Roger Dickey as a Reserve Peace Officer in the Houston County Fire Marshal's Office and Volunteer with the Office of Emergency Management. Commissioner Kitchen seconded. Motion carried 5 to 0.
- (13) Discuss and consider action on applications for the Hotel Occupancy Tax Fund and agreements for Nitty Gritty Chopper City Event to be held on March 20-22, 2025 at Salmon Lake Park. Commissioner Lovell made a motion to approve application in the amount of \$3,000 for the Hotel Occupancy Tax Fund and agreement for Nitty Gritty Chopper City Event to be held on March 20-22, 2025 at Salmon Lake Park. Commissioner Henderson seconded. Robin Ogg was

present to share a little about the event and stated she expects the attendance to double from last year. Motion carried 5 to 0.

- (14) Discuss and consider a request from Live Oak Environmental for a modification to the current Waste Collection Service Contract for increase in service rates. ***Sonny Hubbard, with Live Oak Environmental, was present to talk about the rate increase. John Henry Pawarski, a citizen of the county was present to share his concerns about the trash service and the condition of his road. Commissioner Stokes voiced his concern about the continued problems with the phones not being answered at the Live Oak Office when customers call. Mr. Hubbard stated that they are still working on this issue.*** Commissioner Kitchen made a motion to approve the request from Live Oak Environmental for a modification to the current Waste Collection Service Contract for a 4.2% increase in service rates per month per customer. Commissioner Lovell seconded. Motion carried 5 to 0.
- (15) Discuss and consider action on the Audit Engagement letter for FY 2025 with Todd, Hamaker and Johnson for Houston County and Houston County Juvenile Probation Department to perform annual financial audit and report. **Commissioner Lovell made a motion to approve the Audit Engagement letter for FY 2025 with Todd, Hamaker and Johnson for Houston County and Houston County Juvenile Probation Department to perform annual financial audit and report. Commissioner Stokes seconded the motion. Motion carried 5 to 0.**
- (16) Discuss and consider action on designating an administrator to negotiate permanent easement with property owners for TXDOT Bridge Replacement Program at Hartt's Creek Tributary located on CR 4050 Lovelady, TX and authorize payment and necessary budget amendments. **Commissioner Kitchen made a motion to designate Commissioner Stokes as the administrator to negotiate permanent easement with property owners for TXDOT Bridge Replacement Program at Hartt's Creek Tributary located on CR 4050 Lovelady, TX and authorize payment and necessary budget amendments. Commissioner Lovell seconded. Motion carried 5 to 0.**
- (17) Discuss and consider approving agreement between Wade Shartle and Houston County Precinct 2 to excavate and remove road materials from property located on CR 2125 and necessary budget amendments. **Commissioner Kitchen made a motion to approve agreement between Wade Shartle and Houston County Precinct 2 to excavate and remove road materials from property located on CR 2125. Commissioner Lovell seconded. Motion carried 5 to 0.**
- (18) Discuss and consider placement of wood frame box to cover staircase between District Attorney's office and District Clerk's office and payment from received quotes and necessary budget amendments. **Commissioner Kitchen made a motion to approve placement of wood frame box to cover staircase between District Attorney's Office and District Clerk's Office and payment from received quotes and necessary budget amendments, awarding the bid to 4L Construction at a total cost of \$650.00. Commissioner Stokes seconded. Motion carried 5 to 0.**

(19) Discuss, consider repairs and outfitting the following Sheriff's Office vehicles from received bids and necessary budget amendments:

- a. 2020 Chevrolet truck VIN: 7943 – replace transmission.
- b. 2023 Dodge Durango VIN: 0460 – outfitting
- c. 2-2024 Dodge Trucks VIN: 5734 and 5733 – outfitting

Commissioner Kitchen made a motion to authorize the repairs/transmission replacement to 2020 Chevrolet truck VIN: 7943 at an approximate cost of \$5,800.00, and the outfitting of the 2023 Dodge Durango VIN: 0460 at an approximate cost of \$6,500.00, and the outfitting of 2 – 2024 Dodge trucks VIN: 5734 and 5733 at an approximate cost of \$7,000.00 each.

Commissioner Henderson seconded. Motion carried 5 to 0.

(20) Consider reappointment of Dr. Chris Haeckler as County Health Authority. **Commissioner Lovell made a motion to reappointment of Dr. Chris Haeckler as County Health Authority. Commissioner Henderson seconded. Motion carried 5 to 0.**

(21) Discuss and consider taking action to alter County Road 3200 in Precinct 2 by discontinuing a portion of the roadway: 9,627 feet of County Road 3200 beginning at FM 2498 proceeding east to such point with remainder of said County Road to continue as part of the county road maintenance. **Commissioner Kitchen made a motion to approve altering County Road 3200 in Precinct 2 by discontinuing a portion of the roadway: 9,627 feet of County Road 3200 beginning at FM 2498 proceeding east to such point with remainder of said County Road to continue as part of the county road maintenance. Commissioner Lovell seconded. Motion carried 5 to 0.**

(22) Adjourn. **Judge Lovell made a motion for the Commissioners Court Meeting to Adjourn. The motion carried by everyone rising and leaving the meeting at 10:00 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: February 11, 2025