



## HOUSTON COUNTY COMMISSIONERS COURT

### MINUTES

### REGULAR MEETING

### AUGUST 26, 2025

The Commissioners' Court of Houston County met in a regular, called meeting on August 26, 2025 **in person and via zoom**, with the following members present, to wit:

#### The Court

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>PRESENT</b>
Terri Meadows	County Clerk	<b>PRESENT</b>

#### County Officials/Employees in person:

James Angerstein	Tax Assessor-Collector	Present
Zak Bengé	Sheriff	Present
Missy D'Angelo	Assistant Auditor	Present
Walter Denman	Bailiff	Present
Kris Dyches	Insurance Coordinator	Present
Meagan Frizzell	9-1-1 Addressing	Zoom
Laura Goolsby	District Clerk	Present
Melissa Jeter	County Auditor	Present
Sheila Johnson	Grants Administrator	Present
Wanda Jordan	Historical Commission	Present
Al Kreger	Historical Commission	Present
Morris Luker	Constable Precinct 1	Present
Cynthia Lum	Elections Administrator	Present
Ryan Martin	Chief Deputy	Present
Kristina Massey	County Attorney	Present
Todd McConnell	Information Technology	Present
Mike McCreight	JP 1	Zoom
Heath Murff	Emergency Management	Zoom
Delman Orme	Environmental	Present
Jan Pigford	Assistant to County Judge	Present
Darrellyn Smith	Assistant to the County Commissioners	Present
Red Smith	Constable Precinct 2	Present
Matthew Van Egmond	Sgt HCSO	Zoom
Brittani Womack	First Assistant Auditor	Zoom

Media: Greg Ritchie (Zoom)

Visitors: Cindy Doran (FUMC Minister)

- (1) Welcome, Invocation and Pledges:  
**Judge Lovell called the meeting to order at 9:01 a.m. Reverend Cindy Doran 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 August 12, 2025 and August 19, 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 Henderson 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 Kitchen. The Motion carried 5 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 Compensatory Report. Commissioner Stokes seconded. Motion carried 5 to 0.**
- (7) Consider approving salaries for new and/or transfer employees.  
**Commissioner Kitchen moved to approve the salary of Tabitha Hill as Part-time Cook at the Sr. Citizens Center replacing Kim Burris at hourly pay of \$14.39 in Pay Grade 12 effective August 27, 2025. Commissioner Henderson seconded. Motion carried 5 to 0.**  
  
**Commissioner Henderson made a motion to approve the salary of Giancarlo Guma De La Vega as Full-time Assistant County Attorney at \$4,233.54 bi-weekly in Pay Grade 32 (\$2,656.62 County Base and \$1,576.92 SB22 Supplement) effective September 15, 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 Lovell made a motion to approve the payment of compensatory and vacation time for County employees and necessary budget amendments: Dwayne Hughes-RH Pct 3-\$785.91; Neil Westerfield-RH Pct 3-\$843.41; Julia Evans-Dispatcher-\$140.00; Jdarius Pruitt-Dispatcher-\$220.20; Jeffrey Bankston-RH Pct 3-\$3,062.22. Commissioner Stokes seconded. 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 declare received information as surplus inventory and approving transfers between departments as presented. Commissioner Henderson seconded. Motion carried 5 to 0.**

(10) Discuss and consider action on approving interlocal agreements for the Hotel Occupancy Tax Fund for:

- a. Downtown Crockett sponsoring the World Championship Fiddler's Festival 10/24-10/25 /25.
- b. Grapeland Area Chamber of Commerce sponsoring the 80<sup>th</sup> Annual Peanut Festival – 10/16-10/18/25.
- c. Houston County Historical Commission sponsoring the Travis Letter Plaque Monument for the Courthouse grounds.
- d. Piney Woods Fine Arts sponsoring Billy Bob Thornton & the Boxmasters concert on 9/27/2025.

**Commissioner Kitchen moved to approve interlocal agreements for the Hotel Occupancy Tax Fund according to policy for the following: \$2,000 for Downtown Crockett Association sponsoring the World Championship Fiddler's Festival 10/24-10/25/25; \$3,000 to Grapeland Area Chamber of Commerce sponsoring the 80<sup>th</sup> Annual Peanut Festival – 10/16-10/18/25; and \$1,000 to Piney Woods Fine Arts sponsoring Billy Bob Thornton & the Boxmasters concert on 9/27/2025. Commissioner Stokes seconded. Motion carried 5 to 0.**

(11) Discuss and consider action to declare as surplus and advertise to accept bids for Precinct 2:

- a. 2008 Chevy Truck Silver C15 VIN 2GECEC13JO81200769
- b. 1993 Chevy Truck C1500 VIN 1GCDC14K8PZ188461

**Commissioner Kitchen moved to declare as surplus and advertise to accept bids for Precinct 2 on a 2008 Chevy Truck Silver C15 VIN 2GECEC13JO81200769 and 1993 Chevy Truck C1500 VIN 1GCDC14K8PZ188461. Commissioner Lovell seconded. Motion carried 5 to 0.**

(12) Discuss and consider action to approve Cobra Insurance premiums and sign contract for Insurance for FY 2026. **Commissioner Kitchen moved to approve Cobra Insurance premiums and sign contract for Insurance for FY 2026. Commissioner Lovell seconded. Motion carried 5 to 0.**

(13) Discuss and consider approving Entrust Solutions group (Spectrum) to install 360' of Fiber Optic Cable along CR 3050 as part of a re-route to original design. **Commissioner Kitchen moved to approve Entrust Solutions group (Spectrum) to install 360' of Fiber Optic Cable along CR 3050 as part of a re-route to original design. Commissioner Lovell seconded. Motion carried 5 to 0.**

(14) Discuss and consider action on adopting the FY 2026 Longevity Policy and setting disbursement date. **Commissioner Kitchen moved to adopt the FY 2026 Longevity Policy as presented and set the disbursement date on December 12, 2025. Commissioner Henderson seconded. Motion carried 5 to 0.**

(15) Discuss and consider approval of the Houston County Title VI Nondiscrimination Policy. **Commissioner Lovell made the motion to approve the Houston County Title VI Nondiscrimination Policy as presented. Commissioner Kitchen seconded. Motion carried 5 to 0.**

- (16) Discuss and consider approving Judge Lovell to sign notifications from Texas Department of Transportation plans to replace existing bridges on CR 3575 at Wright Creek, CR 4035 at Box Creek both in Precinct 3 and CR 4535 at White Rock Creek in Precinct 4. **Commissioner Stokes moved to authorize Judge Lovell to sign notifications from Texas Department of Transportation plans to replace existing bridges on CR 3575 at Wright Creek, CR 4035 at Box Creek both in Precinct 3 and CR 4535 at White Rock Creek in Precinct 4. Commissioner Henderson seconded. Motion carried 5 to 0.**
- (17) Discuss and consider appointing Larry White as member of the Houston County Historical Commission to replace Alice Jones. **Commissioner Lovell moved to appoint Larry White as member of the Houston County Historical Commission to replace Alice Jones. Commissioner Kitchen seconded. Motion carried 5 to 0.**
- (18) Discuss and consider taking action to approve member contact designation for Unemployment Compensation Group Account Fund with Texas Association of Counties. **Commissioner Lovell made a motion to approve member contact designation for Unemployment Compensation Group Account Fund with Texas Association of Counties. Commissioner Kitchen seconded. Motion carried 5 to 0.**
- (19) Discuss and consider approving the Proposal Requirements for Manhattan Life Gap Insurance for FY 2026. **Commissioner Stokes moved to approve the Proposal Requirements for Manhattan Life Gap Insurance for FY 2026. Commissioner Kitchen seconded. Motion carried 5 to 0.**
- (20) Discuss and consider approving the Billing and Collection Agreement with United Healthcare for FY 2026. **Commissioner Lovell made a motion approve the Billing and Collection Agreement with United Healthcare for FY 2026. Commissioner Kitchen seconded. Motion carried 5 to 0.**
- (21) Discuss and consider action on declaring as surplus a 2011 Chevy, a 2006 Chevy and a 2001 Ford pickup in Precinct 1 and authorize trade in towards the purchase of a 2025 Chevy Pickup from Cutshaw Chevrolet. **Commissioner Lovell moved to declare as surplus a 2011 Chevy, a 2006 Chevy and a 2001 Ford pickup in Precinct 1 and authorize trade in towards the purchase of a 2025 Chevy Pickup from Cutshaw Chevrolet. Commissioner Henderson seconded. Motion carried 5 to 0.**
- (22) Receive as information the list of properties written off from the tax roll that are beyond the statute of limitations as required by Texas Property Tax Code 33.05 c (1), (2), mobile home, and business personal properties. **Commissioner Henderson moved to receive as information the list of properties written off from the tax roll that are beyond the statute of limitations as required by Texas Property Tax Code 33.05 c (1), (2), mobile home, and business personal properties. Commissioner Stokes seconded. Motion carried 5 to 0.**
- (23) Discuss and consider accepting the Victim Coordinator Liaison Grant for FY 2026 and authorize the County Judge to execute the contract. **Commissioner Henderson moved to accept the Victim Coordinator Liaison Grant for FY 2026 and authorize the County Judge to execute the contract. Commissioner Stokes seconded. Motion carried 5 to 0.**

(24)Discuss and consider receiving as information Opioid Settlements and authorize County Judge to execute Participation and release forms. **Commissioner Kitchen made a motion to receive as information Opioid Settlements and authorize County Judge to execute Participation and release forms. Commissioner Lovell seconded. Motion carried 5 to 0.**

**\*\*AT THIS TIME COMMISSIONERS COURT TOOK A BRIEF RECESS FROM 9:30 AM – 9:35 AM**

(25)Discuss and consider action on authorizing the buyback of comp time payable September 26, 2025 from balances through September 12 and necessary budget amendments. **Commissioner Kitchen made a motion to authorize the buyback of comp time, down to 80, payable September 26, 2025 from balances through September 12 and necessary budget amendments. Commissioner Stokes seconded. Motion carried 5 to 0.**

(26)Discuss and consider action on approving the increased bonds for Judge Lovell and Judge Clark, as required under S.B. 387 effective September 1, 2025. **Commissioner Henderson moved to approve increasing bonds for Judge Lovell and Judge Clark, as required under SB 387 effective September 1, 2025. Commissioner Lovell seconded. Motion carried 5 to 0.**

(27)Discuss and consider action on amending the Requisition/Purchasing Policy with changes made by SB 1173 which increases the mandatory bid requirements from \$50,000 to \$100,000 effective September 1, 2025. **Commissioner Kitchen moved to amend the Requisition/Purchasing Policy with changes made by SB 1173 which increases the mandatory bid requirements from 50,000 to \$100,000 effective September 1, 2025 and to amend the \$5,000 to \$10,000 on pages 2 and 5 of the policy. Commissioner Henderson seconded. Motion carried 5 to 0.**

(28)Discuss and consider action on selecting and designating a County Judge Pro-Tem to act in the absence of the County Judge for purchasing and open meetings. **Judge Lovell moved to select and designate the senior member of the Commissioners Court as County Judge Pro-Tem to act in the absence of the County Judge for purchasing and open meetings. Commissioner Lovell seconded. Motion carried 5 to 0.**

(29)Discuss and consider approving Donation of \$400.00 from John and Darla Goss for materials used to cover the driveway culvert adjacent to CR 2120 in Precinct 2. **Commissioner Kitchen moved to approve a donation of \$400.00 from John and Darla Goss for materials used to cover the driveway culvert adjacent to CR 2120 in Precinct 2. Commissioner Lovell seconded. Motion carried 5 to 0.**

(30)Discuss and consider action on receiving a 250-gallon tank from the Houston County Law Enforcement Association to be mounted on a shop trailer for the Environmental Officer. **Commissioner Lovell moved to receive a 250-gallon tank from the Houston County Law Enforcement Association to be mounted on a shop trailer for the Environmental Officer. Commissioner Stokes seconded. Motion carried 5 to 0.**

(31)Discuss and consider action on authorizing an application and credit card program with U.S. Bank through the Texas SmartBuy Co-op. **Commissioner Kitchen made the motion to authorize an application and credit card program with U.S. Bank through the Texas SmartBuy Co-op. Commissioner Lovell seconded. Motion carried 5 to 0.**

(32) Budget Workshop for FY 2026 Budget. **The Budget workshop began at 10:01 a.m. and ended at 10:26 a.m. There was discussion between the Commissioners Court and Constable Precinct 1 about his job duties.**

(33) Adjourn. **Judge Lovell made a motion for the Commissioners Court Meeting to Adjourn. The motion carried by everyone rising and leaving the meeting at 10:26 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

Date Approved: September 9, 2025