



HOUSTON COUNTY COMMISSIONERS COURT

MINUTES

SPECIAL MEETING

NOVEMBER 1, 2024

The Commissioners' Court of Houston County met in a special called meeting on November 1, 2024, **in person and via zoom**, with the following members present, to wit:

Jim Lovell	County Judge	PRESENT
Gary Lovell	Commissioner, Precinct #1	PRESENT
Willie Kitchen	Commissioner, Precinct #2	ABSENT
Gene Stokes	Commissioner, Precinct #3	PRESENT
Jimmy Henderson	Commissioner, Precinct #4	PRESENT
Terri Meadows	County Clerk	PRESENT

Also present:

Andy Biscamp	Bailiff
Kris Dyches	Insurance Coordinator
Sheila Johnson	Grants Administrator
Sharon Luker	Admin Assistant to Commissioners
Todd McConnell	IT
Heath Murff	Emergency Management
Jan Pigford	Administrative Assistant to County Judge
Daphne Session	County Attorney
Darrellyn Smith	Commissioners Assistant
Brittani Womack	First Assistant County Auditor

County Officials/Employees by Zoom:

Carl Johnson	Facilities Administrator
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Media:

Greg Ritchie	Messenger
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Visitors:

(1) Welcome, Invocation and Pledges:

Judge Lovell called the meeting to order at **9:01 a.m.** Judge Lovell voiced the opening prayer followed by leading the Pledge of Allegiance to the American Flag and the Texas Flag.

- (2) Consider a Continuation of the Disaster Declaration issued by County Judge on 10/3 and extended by Commissioners Court on 10/8. **Commissioner Lovell made a motion to approve Continuation of the Disaster Declaration issued by County Judge on 10/3/2024 and extended by Commissioners Court on 10/8/2024. Commissioner Stokes seconded. Motion carried 4 to 0.**
- (3) Consider extending the Order of the Commissioners Court Prohibiting Outdoor Burning and Prescribing Authorized Burn Criteria. **Commissioner Henderson made a motion to extend the Order of the Commissioners Court Prohibiting Outdoor Burning and Prescribing Authorized Burn Criteria. Commissioner Stokes seconded. Motion carried 4 to 0.**
- (4) Receive and discuss S&P Global Ratings report for Houston County. **Commissioner Lovell made a motion to receive as information S&P Global Ratings Report for Houston County. Commissioner Stokes seconded. Motion carried 4 to 0.**
- (5) Discuss and consider action on renewing Lease Purchase #41083-00 with Citizens National Bank for 5 years in the amount of not more than \$36,500 for the balance due on a Caterpillar 420 Backhoe for Precinct 2, necessary budget amendments and authorizing signatories. **Commissioner Henderson made a motion to renew Lease Purchase #41083-00 with Citizens National Bank for 5 years in the amount of not more than \$36,500 for the balance due on a Caterpillar 420 Backhoe for Precinct 2, necessary budget amendments, and approve Commissioner Henderson and Commissioner Kitchen as signatories. Commissioner Stokes seconded. Motion carried 4 to 0.**
- (6) Receive and discuss FY 2023-2024 Auto, Liability & Officials Insurance claim summary. **Commissioner Henderson made a motion to receive as information FY 2023-2024 Auto, Liability & Officials Insurance claim summary. Commissioner Stokes seconded. Motion carried 4 to 0.**
- (7) Discuss and consider action to accept the Contract Extension between Deep East Texas Council of Governments and Houston County Aging Services for the period of October 1, 2024 – December 31, 2024. **Commissioner Henderson made a motion to accept the Contract Extension between Deep East Texas Council of Governments and Houston County Aging Services for the period of October 1, 2024 – December 31, 2024. Commissioner Stokes seconded. Motion carried 4 to 0.**
- (8) Discuss and consider action on recommendation from Selection Review Committee to approve Raymond K. Vann and Associates, LLC as the Grant Administrator for the following grants:
- a. Disaster Recovery Reallocation Program
 - b. 2025-2026 Texas Community Development Fund
- Commissioner Henderson made a motion to approve recommendation from Selection Review Committee to approve Raymond K. Vann and Associates, LLC as the Grant Administrator for the (a) Disaster Recovery Reallocation Program and (b) 2025-2026 Texas Community Development Fund. Commissioner Stokes seconded. Motion carried 4 to 0.**

(9) Adjourn. **Judge Lovell made a motion to adjourn. Commissioner Kitchen seconded. The motion carried by everyone rising and leaving the meeting at 9:11 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: November 26, 2024