



**HOUSTON COUNTY COMMISSIONERS COURT
MINUTES
REGULAR MEETING
JANUARY 10, 2023**

The Commissioners' Court of Houston County met in a regular, called meeting on January 10, 2023 in person and via zoom due to Covid, with the following members present, to wit:

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:

Todd McConnell	Information Technology
Jan Pigford	Administrative Assistant to County Judge
Terri Meadows	County Clerk
Heath Murff	Emergency Management
Janis Omelina	County Treasurer
Carl Johnson	Facilities Administrator
Mike McCreight	JP Pct. 2
Missy d'Angelo	3 rd Assistant Auditor
Laronica Wooten-Smith	Tax Assessor Collector
Laura Goolsby	District Clerk
Kris Dyches	Insurance Coordinator
Delman Orme	Environmental/Community Service
Martha Jackson	Jail Administrator
Cynthia Lum	Elections Administrator
Randy Hargrove	Sheriff
Sharon Luker	Administrative Assistant to Commissioners
Andy Biscamp	Bailiff
Brittani Womack	1 st Assistant Auditor
Sheila Johnson	Grants Administrator
Meagan Frizzell	9-1-1 Addressing

County Officials/Employees by Zoom:

Daphne Session	County Attorney
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Media:

Jan White – Houston County Courier, Greg Ritchie - Messenger

Visitors: Matt Winchester (Oncor), Tracy Whitehead (TDEM County Liaison Officer)

- (1) Welcome, Invocation and Pledges:
Judge Lovell called the meeting to order at 9:00 a.m., Commissioner Lovell led 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 moved to approve the Commissioners Court Minutes from December 27, 2022. Commissioner Stokes 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 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 Clerk Report
 - b. District Clerk Report
 - c. Tax Assessor Collector ReportDelman Orme – Environmental/Community Service gave an oral report of all that he has done since moving to this position.
Brittani Womack announced that the 2023 standard mileage rate has increased from 62.5 to 65.5 and their office will be adjusting the Travel Packets accordingly and send them out to everyone.
Commissioner Henderson moved to receive the Reports as presented. Commissioner Stokes seconded. Motion carried 5 to 0.
- (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 Kitchen made a motion to pay Mike McCreight \$1,709.87 and Kristin Moore \$732.92 for compensatory/vacation time. Commissioner Henderson 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 receive as**

information the following as surplus inventory and approving transfers between departments.

Bar code # 1155	2005 Dodge Ram	SN 1642	Surplus
Bar code # 4478	2005 Dodge Ram	SN 1640	Surplus
Bar code #4245	2001 Chevy	SN 0409	Surplus
Bar code #1185	1985 Chevy	SN 9796	Surplus
Bar code #1150	2010 Ford F150	SN 4573	Surplus
Bar code #1124	2008 Chevy Truck	SN 4814	Transfer from S/O to Precinct 2

- (10) Discuss and consider budget amendment to fund increase to Employee life insurance (Lincoln Life). **Commissioner Lovell made a motion to made a motion to fund the \$12,000 increase to the life insurance (Lincoln Life) for this year. Commissioner Henderson seconded. Motion carried 5 to 0.**
- (11) Discuss and consider approving partial removal of chain-link fence at Old Jail for easier access for Community Service/Environmental Officer. **Commissioner Stokes moved approve partial removal of chain-link fence at Old Jail for easier access for Community Service/Environmental Officer. Commissioner Henderson seconded. Motion carried 5 to 0.**
- (12) Discuss and consider accepting as allotment of reclaimed asphalt materials from Texas Department of Transportation. **Commissioner Lovell made a motion to accept as allotment reclaimed asphalt materials from Texas Department of Transportation. Commissioner Stokes seconded. Motion carried 5 to 0.**
- (13) Accept as information County Tax Office Continuing Education transcripts for Laronica Smith and Tena Smith. **Commissioner Stokes moved to receive as information County Tax Office Continuing Education transcripts from Laronica Smith and Tena Smith. Commissioner Kitchen seconded. Motion carried 5 to 0.**
- (14) Discuss and consider approving BIS Consulting LLC for online property search website for the Houston County Tax Office. **Commissioner Lovell made a motion to approve BIS Consulting LLC for online property search website for the Houston County Tax Office. Commissioner Henderson seconded. Motion carried 5 to 0.**
- (15) Discuss and consider approving agreement with NCR for on line & over the counter credit card transactions for payment of taxes and registration/titling transactions for the Houston County Tax Office at no cost to county, all fees will be passed to the customer. **Commissioner Henderson made a motion to approve agreement with NCR for on line & over the counter credit card transactions for payment of taxes and registration/titling transactions for the Houston County Tax Office at no cost to county, all fees will be passed to the customer. To be effective by May 1, 2023. Commissioners Stokes seconded the motion. Motion carried 5 to 0.**
- (16) Discuss and consider approving non-exempt license plates for un-marked patrol unit #5403. **Commissioner Kitchen made a motion approving non-exempt license plates for un-marked patrol unit #5403. Commissioner Lovell seconded. Motion carried 5 to 0.**
- (17) Discuss and consider updating investment options for Nationwide Supplemental Retirement Plan Participants within Houston County. **Commissioner Kitchen made a motion to approve**

updating investment options for Nationwide Supplemental Retirement Plan Participants within Houston County. Commissioner Henderson seconded. Motion carried 5 to 0.

(18) Discuss and consider action on a budget amendment for repairs to the Houston County Jail air conditioning/heating system in the amount of \$6,500. **Commissioner Lovell made a motion to approve a budget amendment of \$6500 from contingency fund for repairs to the Houston County Jail air conditioning/heating system. Commissioner Kitchen seconded. Motion carried 5 to 0.**

(19) Adjourn. **Judge Lovell made a motion for the Commissioners Court Meeting to Adjourn at 10:27 a.m. Commissioner Lovell seconded. Motion carried 5 to 0.**

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