



**HOUSTON COUNTY COMMISSIONERS COURT  
MINUTES  
REGULAR MEETING  
MARCH 24, 2020**

The Commissioners' Court of Houston County met in a regular, called meeting on March 24, 2020 with the following members present, to wit:

Jim Lovell	County Judge
Gary Lovell	Commissioner, Precinct #1
Willie Kitchen	Commissioner, Precinct #2
Pat Perry ( <b>Not Present</b> )	Commissioner, Precinct #3
Jimmy Henderson	Commissioner, Precinct #4

Also present:

Jan Pigford	Administrative Assistant to the County Judge
Melissa Jeter	Auditor
Justin Killough	S/O Chief Deputy
Darrel Bobbitt	S/O Sheriff
Laronica Smith	Tax Office
Clyde Black	JP #1
Gwen Womack	County Clerk Chief Deputy

Media:

Visitors:

- (1) Welcome, Invocation and Pledges:  
Judge Lovell called the meeting to order and gave the opening prayer and then led the Pledge of Allegiance to the American Flag and the Texas Flag.
- (2) Recognition and comments from guests:  
None
- (3) PUBLIC HEARING: To designate a Reinvestment Zone at 175 CR 2345, Grapeland, Texas and Public Hearing on a Tax Abatement Agreement with Vulcraft and creating and designating a reinvestment zone located at 175 CR 2345, Grapeland, Texas pursuant to Houston County's Tax Abatement Guidelines and Criteria policy authorized under Chapter 312 of the Texas Tax Code.

The potential reinvestment zone will be known as “Vulcraft Reinvestment Zone #1” and is purposed to provide economic development within Houston County. **Passed**

- (4) Discuss and consider action on a Tax Abatement Agreement with Vulcraft and creating “Vulcraft Reinvestment Zone #1” pursuant to the Houston County Tax Abatement Guidelines and Criteria for economic development. **Pass to get attachments**
- (5) **Commissioner Lovell made a motion to approve Commissioners Court minutes from March 10, 2020. Commissioner Henderson seconded. Motion carried unanimously.**
- (6) **Commissioner Lovell made a motion to approve Budget Amendments. Commissioner Henderson seconded. Motion carried unanimously.**
- (7) Consider payment of bills and expenses:
  - a. Accounts payable
  - b. Fund transfers
  - c. Ratify Salary expenses**Commissioner Lovell made a motion to pay all of 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 4 to 0.**
- (8) Receive information, announcements and reports from County Departments:
  - a. County Treasurer’s Report
  - b. Compensatory Report**Commissioner Kitchen made a motion to receive as information the County Treasurer’s Report and the Compensatory Report. Commissioner Henderson seconded. Motion carried 4 to 0.**
- (9) Consider approving salaries for new and/or transfer employees:
  - (a)**Commissioner Lovell moved to approve the hiring of Robert Holewine as Part-time Equipment Operator/w CDL for Precinct 1 in pay grade #17 and hourly rate of \$14.04 . Commissioner Henderson seconded. Motion carried 4 to 0.**
  - (b)**Commissioner Kitchen moved to approve the hiring of James Lynch as Part-time Road Hand for Precinct 2 in pay grade #13 and hourly rate of \$11.55 . Commissioner Henderson seconded. Motion carried 4 to 0.**
  - (c)**Commissioner Lovell moved to approve the hiring of Debra Holt as Part-time worker in the Home Delivered Meal Program in pay grade #10 and hourly rate of \$10.75 . Commissioner Kitchen seconded. Motion carried 4 to 0.**
  - (d)**Commissioner Kitchen moved to approve the promotion of Franco Rae to Full-time Jailer in pay grade #15 and salary of \$1018.81 bi-weekly AND hiring of Earnest Lee Standley as Part-time Jailer in pay grade #15 and hourly rate of \$12.74. Commissioner Henderson seconded. Motion carried 4 to 0.**
- (10) Discuss and consider approving payment of compensatory, vacation and holiday time for County employees and necessary budget amendments. **Commissioner Lovell made a motion to approve these payments. Commissioner Kitchen seconded. Motion carried 4 to 0.**

- (11) **Commissioner Kitchen made a motion and Commissioner Lovell seconded to receive as information 2019 Annual report from Houston County Historical Commission. Motion carried 4 to 0.**
- (12) **Commissioner Lovell made a motion to accept the resignation of Darrel Bobbitt, Houston County Sheriff. Commissioner Henderson seconded the motion. Motion carried 4 to 0.**
- (13) **Commissioner Lovell made a motion to consider action on selection to appoint as Houston County Sheriff Justin Killough to serve until successor has qualified following the canvass of the General Election in November, 2020 and approve necessary bond for selection. Commissioner Henderson seconded. Motion carried 4 to 0.**
- (14) **Discuss and consider action on renewing the contract with Texas Association of Counties Health and Employee Benefits Pool for required Affordable Care Act Reporting and Tracking Services (ARTS) and designating the County Treasurer as the primary contact. Commissioner Kitchen made this as a motion and Commissioner Henderson seconded. Motion carried 4 to 0.**
- (15) **Commissioner Kitchen moved to ratify the contract with Constellation New Energy for electricity usage through HGTAC beginning April 1, 2020 for 60 months. Commissioner Henderson seconded. Motion carried 4 to 0.**
- (16) **Commissioner Kitchen made a motion to approve the contract with H2O Partners for Grant Administration services of FEMA Public Assistance Projects under DR-4223 and necessary budget amendments. Commissioner Lovell seconded. Motion carried 4 to 0.**
- (17) **Discuss and consider action on awarding contract under the Texas General Land Office/HUD/Texas CDBG Mitigation Action Plan Grant Program from received bids/requests for qualifications for:**
- (a) **Administrative Consultants for Application Preparation and Project Administration. Commissioner Kitchen moved for approval of this as a motion and Commissioner Henderson seconded. Motion carried 4 to 0.**
  - (b) **Texas-Registered Engineers – Commissioner Kitchen made a motion to use Texas-Registered Engineers. Commissioner Henderson seconded. Motion carried 4 to 0.**
- (18) **Commissioner Henderson made a motion to the renewal of lease agreement between Brenda Stubblefield and Houston County Road and Bridge Precinct #4. Commissioner Kitchen seconded. Motion carried 4 to 0.**
- (19) **Commissioner Kitchen made a motion to rescind the advertisement requesting bids for contract hauling and renewing the current contract for each precinct (extend 1 year as is). Commissioner Henderson seconded. Motion carried 4 to 0.**
- (20) **Commissioner Henderson moved to award a contract from received bids for surplus inventory items from Precinct 2 and 4 and disposing of items that received no bids as authorized under LGC §263.152(a)(3). Commissioner Kitchen seconded. Motion carried 4 to 0.**

- (21) Discuss and consider changing May 11 Commissioner Court Meeting date due to conflict with North and East Judges and Commissioners Conference. **Pass at this time and review at the next meeting**
- (22) **Commissioner Kitchen moved to adopt a Proclamation designating the month of April as “County Government Month” (but due to virus we will not set the annual county picnic). Commissioner Lovell seconded. Motion carried 4 to 0.**
- (23) **Commissioner Kitchen made a motion accept sealed bid on county owned trust property 0.689 acre Jas Bynum AB179. Commissioner Henderson seconded. Motion carried 4 to 0.**
- (24) **Commissioner Kitchen moved to adopt a proclamation designating April as “Fair Housing Month.” Commissioner Lovell seconded. Motion carried 4 to 0.**
- (25) Discuss and consider approving Houston County Event and display permit for Houston County Welfare Board and Kalin’s Center for Child Abuse Prevention Month Program. **Cannot have gathering**
- (26) **Commissioner Henderson made a motion to adopt a proclamation in support of Child Abuse Prevention Awareness. Commissioner Kitchen seconded. Motion carried 4 to 0.**
- (27) Discuss and consider action to set an expenditure limit for the County Sheriff and County Commissioner Precinct 3, as required by Local Government Code 130.908, those who were not renominated in the primary election. **Commissioner Kitchen made a motion to approve \$5000.00 for the Sheriff’s Office and \$25,000.00 for Precinct 3. Commissioner Henderson seconded. Motion carried 4 to 0.**
- (28) Discuss and consider taking action to approve contract between Houston County and the Department of Public Safety in accordance with Texas Government Code 2167 and Texas Transportation Code Chapter 521 for office space for DPS Driver License and THP (Texas Highway Patrol) located at 112 E. Houston Avenue, Crockett TX. **Not ready to sign contract table this motion.**
- (29) Hear update from Pineywoods Sanitation. **(not here)**

**(30) Judge Lovell moved to adjourn the Meeting. Commissioner Henderson seconded. Motion carried 4 to 0. The meeting was adjourned.**

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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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Pat Perry, Commissioner, Precinct #3

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Jimmy Henderson, Commissioner, Precinct #4

Attest:

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Terri Meadows, County Clerk