



**HOUSTON COUNTY COMMISSIONERS COURT  
MINUTES  
REGULAR MEETING  
May 26, 2020**

The Commissioners' Court of Houston County met in a regular, called meeting on May 26, 2020, **via Zoom due to Covid 19**, with the following members present, to wit:

Jim Lovell	County Judge
Gary Lovell	Commissioner, Precinct #1
Willie Kitchen	Commissioner, Precinct #2
Pat Perry	Commissioner, Precinct #3
Jimmy Henderson	Commissioner, Precinct #4

Also present:

Jan Pigford	Administrative Assistant to the County Judge
Melissa Jeter	Auditor
Justin Killough	Sheriff
Roger Dickey	Emergency Management Coordinator
Bonita Newman	9-1-1 Addressing
Daphne Session	County Attorney
Cynthia Lum	Elections Administrator
Terri Meadows	County Clerk

Media:

Will Johnson	The Messenger
Alton Porter	Houston County Courier

Visitors:

Gwendolyn Scott

- (1) Welcome, Invocation and Pledges:  
Judge Lovell called the meeting to order and led the opening prayer. Following the Prayer Judge Lovell led the Pledge of Allegiance to the American Flag and the Texas Flag.
- (2) Recognition and comments from guests:  
None

- (3) **Commissioner Lovell made a motion to approve Commissioners Court minutes from May 12 and May 21, 2020. Commissioner Henderson 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 of 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 (not available)
- Commissioner Kitchen made a motion to receive as information the Treasurers Report and the Compensatory Report. Commissioner Henderson seconded. Motion carried 5 to 0.**
- (7) Consider approving salaries for new and/or transfer employees: **Commissioner Kitchen made a motion to approve the 6 month salary increase for Jennifer Shafter, Extension Agent, in pay grade 14 to \$1045.68. Commissioner Lovell seconded the motion. Motion carried 5 to 0.**
- (8) Discuss and consider approving payment of compensatory, vacation and holiday time for County employees and necessary budget amendments. **NONE**
- (9) **Commissioner Lovell made a motion to update the Employee Personnel Handbook policies to appoint Human Resource Coordinator (Jan Pigford) as the Alcohol & Drug program administrator. Commissioner Henderson seconded. Motion carried 5 to 0.**
- (10) **Commissioner Kitchen made a motion to declare 2005 Dodge truck VIN #291642 for Precinct #2 as salvage and approve to advertise to sell. Commissioner Henderson seconded the motion. Motion carried 5 to 0.**
- (11) **Commissioner Lovell made a motion to approve the order allowing retail fireworks permit holders to sell fireworks to the public for the 4<sup>th</sup> of July, 2020 holiday celebrations and Commissioner Perry seconded. Motion carried 5 to 0.**
- (12) Discuss and consider action on applying for the Coronavirus Aid, Relief and Economic Security Act (CARES Act) Coronavirus Relief Fund (CRF) grant from the U.S. Treasury through the Texas Department of Emergency Management for reimbursement of eligible and associated program expenses. **Auditor Melissa Jeter gave some information on qualifications for these grants. We are eligible for \$744,000 from the CARES Act. To date we have about \$10,000 in Covid related expenses. Commissioner Kitchen moved to apply for the grants and Commissioner Henderson seconded. Motion carried 5 to 0.**

- (13) Discuss and consider action on accepting the grant award of the Help America Vote Act (HAVA) Emergency Funds to assist with additional election costs due to coronavirus for the 2020 Federal election cycle of \$23,263.78 with required 20% match of \$4,652.76 and necessary budget amendments. **Auditor Melissa Jeter stated this is another grant under the CARES Act that is specifically for elections. Commissioner Kitchen moved to accept the grant award and Commissioner Lovell seconded. Motion carried 5 to 0.**
- (14) **Commissioner Henderson moved to receive as information the change in the days for early voting beginning June 29, 2020 and ending July 10, 2020. Commissioner Lovell seconded. Motion carried 4 to 1.**
- (15) **Commissioner Lovell made a motion to approve optional extended hours on Tuesday June 30 and Tuesday July 7, 2020 during Early Voting. Commissioner Henderson seconded. Motion carried 5 to 0.**
- (16) **Commissioner Kitchen moved to approve request to change the Early Voting location for the July 2020 primary runoff from the Houston County Courthouse basement to the Houston County Senior Citizens Center, 716 Wells Street, Crockett, TX. Commissioner Lovell seconded the motion. Motion carried 5 to 0.**
- (17) **Commissioner Kitchen made a motion to receive as information the list of early voting clerks selected by County Elections Administrator. Commissioner Henderson seconded. Motion carried 5 to 0.**
- (18) **Commissioner Henderson moved to receive as information cancellation notice from T & A Medical Solutions/Taket LLC for Inmate Medical Services Contract effective June 30, 2020. Commissioner Kitchen seconded. Motion carried 5 to 0.**
- (19) **Accept as information waste report from Pineywoods Sanitation. NOT AVAILABLE**
- (20) **Judge Lovell moved to adjourn the Meeting. Commissioner Kitchen seconded. Motion carried 5 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