



**HOUSTON COUNTY COMMISSIONERS COURT
MINUTES
REGULAR MEETING
JUNE 14, 2022**

The Commissioners' Court of Houston County met in a regular, called meeting on June 14, 2022 **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 (ZOOM)
Gene Stokes	Commissioner, Precinct #3	PRESENT
Jimmy Henderson	Commissioner, Precinct #4	PRESENT

County Officials/Employees in person:

Todd McConnell	Information Technology
Sharon Luker	Administrative Assistant to the Commissioners
Jan Pigford	Administrative Assistant to County Judge
Terri Meadows	County Clerk
Carl Johnson	Facilities Administrator
Janis Omelina	County Treasurer
Melissa Jeter	County Auditor
Sheila Johnson	Grants Administrator
Lt. Martha Jackson	HCI
Sgt. Michael Molnes	HCI
Angela Steptoe	Historical Commission
Wanda Jordan	Historical Commission
Al Kreger	Historical Commission
Jessica Rosalie	Extension Office Assistant

County Officials/Employees by Zoom:

Brittani Womack	First Assistant Auditor
Carolyn Rains	District Clerk

Media:

Will Johnson (Zoom)	Messenger
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Visitors:

Gerald Reichl (Animal Shelter), Mike Wilson (Pineywoods Sanitation), Jessica Rosalie

- (1) Welcome, Invocation and Pledges:
Judge Lovell called the meeting to order at 9:03 a.m. Judge Lovell led the opening prayer followed by 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.) **Gerald Reichl spoke about the necessity of dog tags and a dog shelter. Wanda Jordan from the Historical Commission talked about paying for signs.**
- (3) Consider approval of prior Commissioners Court minutes.
Commissioner Lovell moved to approve the Commissioners Court Minutes from May 24, 2022. Commissioner Stokes seconded. Motion carried 5 to 0.
- (4) Consider approving budget amendments.
Commissioner Henderson made the motion to approve the budget amendments. Commissioner Stokes 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 Henderson. The motion carried 5 to 0.**
- (6) Receive information, announcements and reports from County Departments:
 - a. Environmental Report
 - b. Community Service Report **(not available)**
 - c. County Clerk's Fine Report (May 2022)
 - d. District Clerk's Fine Report (May 2022)**Commissioner Lovell made a motion to receive the Environmental Report, County Clerk's Fine Report, and District Clerk's Fine Report as information. Commissioner Henderson seconded. Motion carried 5 to 0.**
- (7) Consider approving salaries for new and/or transfer employees:
 - a. **Commissioner Stokes made the motion to approve the hiring of Jessica Rosalie as Full Time Admin Assistant at the Extension Office in Pay Grade 14 and bi-weekly salary of \$1087.51. Commissioner Henderson seconded. Motion carried 5 to 0.**
 - b. **Commissioner Stokes made the motion to approve the hiring of Jeffery Bankston as Full Time Heavy Equipment Operator in Precinct 3 in Pay Grade 17 and bi-weekly salary of \$1430.75 and cell phone allowance of \$18.46. Commissioner Henderson seconded. Motion carried 5 to 0.**
 - c. **Commissioner Lovell made a motion to approve the hiring of Shelby Kazmierczak as Full Time Deputy Clerk II in Pay Grade 16 and bi-weekly salary of \$1226.58 AND Pamela Stubblefield as Part Time Deputy Clerk in Pay Grade 13 and hourly wage of \$12.01 in the County Clerk's Office. 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 make the following payments: Dominic McKnight \$305.18, Robert Miller \$214.37, Bobbie Stilwell \$217.72, and Thomas Phillips \$2118.40 for a total payout of \$2,855.67. Commissioner Henderson seconded. Motion carried 5 to 0.**
- (9) Discuss and consider making change to HC Employee handbook, page 16, Item #12, section 1: Hours between 84 and 86 will be compensated for as straight time. **Jan Pigford from the HR Committee spoke about the need to clean up this language. Commissioner Lovell moved to approve paying straight time between 84-86 hours. Commissioner Stokes seconded. Motion carried 5 to 0.**
- (10) Discuss and consider action on employee health insurance renewal premiums and option for FY 2023. **Commissioner Stokes made a motion to select Option 2 for FY 2023. Commissioner Lovell seconded. Motion carried 5 to 0. Commissioner Lovell made a motion to keep page 2 with the Pre 65 as is and do not accept increase on voluntary vision insurance. Commissioner Stokes seconded. Motion carried 5 to 0.**
- (11) Discuss and consider taking action to accept a donation of 200 cubic yards of road base from Tommy Lundy for CR 3450 in Precinct 3. **Commissioner Stokes made a motion to approve the donation of 200 cubic yards of road base from Tommy Lundy for CR 3450 in Precinct at a value of \$14,000. Commissioner Henderson seconded. Motion carried 5 to 0. Commissioner Stokes came back and amended his motion to change the value from \$14,000 to \$1400. Commissioner Henderson seconded the amended motion. Motion carried 5 to 0.**
- (12) Discuss and consider appointing a member for the DETCOG Board of Directors for a one-year term to end on June 30, 2023.
Commissioner Lovell moved to approve to continue the appointment of Judge Jim Lovell as the representing member of the DETCOG board for Houston County. Commissioner Henderson seconded. Motion carried 5 to 0.
- (13) Receive as information ESD #2 Audit as of September 30, 2021
Commissioner Stokes made a motion to receive as information the ESD #2 Audit as of September 30, 2021. Commissioner Henderson seconded. Motion carried 5 to 0.
- (14) Discuss and consider appointing Commissioner to ESD No. 2. **Table**
- (15) Discuss and consider resubmission of sealed bids that were accepted by HC Commissioners Court on May 25, 2021 and rejected by Lovelady ISD.
Commissioner Henderson made a motion to award Cause #06-0163 Weldon Lot 3 Blk 10 to DeGerrian Evans for his \$200.00 bid. Commissioner Stokes seconded. Motion carried 5 to 0. Commissioner Kitchen made a motion to award Cause #06-0253 J J Thomas AB 84 2.00 acres to Kavyu LLC for their bid of \$1,265.00. Commissioner Henderson second. Carried 5 to 0. Commissioner Henderson moved to award Cause #07-0055 E Wray AB 1067 3.00 acres to DeGerrian Evans for his \$200.00 bid. Commissioner Stokes seconded. Motion carried 5 to 0.

(16) Discuss and consider a request from Pineywoods Sanitation for a modification to the current Waste Collection Service Contract for increase in service rates. Mike Wilson was present from Pineywoods Sanitation to talk about the increased gas prices for diesel has caused him to have to come to the county in the middle of the contract to ask for an increase to cover the increase in diesel prices. **Commissioner Lovell made a motion to approve the 6% increase effective 9/1/2022 for one year. Commissioner Stokes seconded. Motion carried 5 to 0.** Mr. Wilson thanked the commissioners and said that he would draft a modification of the contract for signatures.

(17) Discuss and consider request for spay/neuter vouchers up to the amount of \$5000.00 to be used at the vet clinic of Houston County pet owner's choice beginning October 1, 2022. Melissa Jeter, County Auditor, suggested that program and voucher system be created. **Commissioner Stokes made a motion to approve the spay-neuter vouchers and modify the request for the vouchers to be used at Houston County Veterinarian Offices. Commissioner Henderson seconded. Motion carried 5 to 0.**

(18) Discuss and consider action on authorizing a blanket bond for District Attorney's employees. **Commissioner Henderson made a motion to approve the blanket bond for District Attorney's employees. Commissioner Stokes seconded. Motion carried 5 to 0.**

(19) Discuss and consider action on becoming a member of the Texas Hotel & Lodging Association to promote local hotels who collect hotel occupancy taxes through their marketing and advertising services including website promotion. Melissa Jeter said she has researched this program and also did a presentation on the program and finds it to be a favorable thing to be a part of. **Commissioner Stokes moved to become a member of the Texas Hotel & Lodging Association, and pay the associated fee of \$2,637.50 for May 1, 2022 through April 30, 2023, and Commissioner Henderson seconded. Motion carried 5 to 0.**

**At 10:20 Commissioners Court took a short break. Reconvened from the break at 10:28 a.m.

(20) Discuss and consider action on allocating the American Rescue Plan Act (ARPA) grant funds to the standard allowance for revenue loss for lost public sector revenue to fund government services and necessary budget amendments, as authorized under the U.S. Treasury's Final Rule effective April 1, 2022. **Commissioner Henderson made a motion to allocate the ARPA Funds to Standard Allowance for Revenue Loss. Commissioner Stokes seconded. Motion carried 5 to 0. Commissioner Stokes moved to allow budget amendments for the \$4,461,265.00 as loss revenue government services. Commissioner Lovell seconded. Motion carried 5 to 0.**

(21) Discuss and consider action on authorizing the purchase of necessary equipment from ARPA grant funds for the upgrade of the phone system at the Houston County Justice Center:

- a. Recorder for 911 system
- b. 48-port switches, rack kits, patch panels, cables with installation included.

Commissioner Henderson moved to approve to upgrade the phone system at the Houston County Justice Center using ARPA grant funds. Commissioner Stokes seconded. Motion carried 5 to 0.

(22) Discuss and consider approving donation to Houston County Veteran's Service from Crockett Elks Lodge in the amount of \$1000.00 to be used for Veteran's Assistance. **Commissioner Lovell**

made a motion to accept the donation of \$1000.00 from Crockett Elks Lodge to be used for Houston County Veteran's Service. Commissioner Henderson seconded. Motion carried 5 to 0.

(23) Discuss and consider action on terminating the agreement with Dial Tone Services for three satellite phones used by the Sheriff's Department and Emergency Management Department and/or consider a new agreement with Range Global Services at regular rates. **Commissioner Stokes moved to terminate the agreement with Dial Tone Services and to look for a new plan. Commissioner Henderson seconded. Motion carried 5 to 0.**

(24) Discuss and consider action on submitting for renewal to the Texas Association of County's Risk Management Pool for auto liability, auto physical damage, general, public officials and law enforcement liability insurance. **Commissioner Stokes made a motion to submit the Texas Association of County's Risk Management Pool renewal with current rates. Commissioner Henderson seconded. Motion carried 5 to 0.**

(25) Adjourn
Judge Lovell made the motion for Commissioners Court to adjourn. Commissioner Henderson seconded. Motion carried 5 to 0. Court adjourned at 10:52 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