



**HOUSTON COUNTY COMMISSIONERS COURT
MINUTES
REGULAR MEETING
NOVEMBER 22, 2022**

The Commissioners' Court of Houston County met in a regular, called meeting on November 22, 2022 **in person and via zoom due to Covid**, with the following members present, to wit:

Jim Lovell	County Judge	PRESENT (Zoom)
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
Sharon Luker	Administrative Assistant to the Commissioners
Melissa Jeter	County Auditor
Carl Johnson	Facilities Administrator
Daphne Session	County Attorney
Sheila Johnson	Grants Administrator
Andy Biscamp	Bailiff
Cynthia Lum	Elections Administrator
Red Smith	Constable Precinct 2
NaTrenia Hicks	Deputy Clerk in Elections Office

County Officials/Employees by Zoom:

Heath Murff	EMC/Fire Marshall
Laronica Wooten-Smith	Tax Assessor Collector
Brittani Womack	First Assistant Auditor
Randy Hargrove	Sheriff
Houston County Bailiff	Bailiffs

Media:

Jan White – Houston County Courier (via Zoom), Greg Ritchie – Messenger (in person)

Visitors: Gene Caldwell (The Loft), Marco Hayes (Bear Hall), Byron Underwood (Bane Equipment)

- (1) Welcome, Invocation and Pledges:
Commissioner Kitchen called the meeting to order at 10:00 a.m. , he 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.) **None**
- (3) Consider approval of prior Commissioners Court minutes.
Commissioner Lovell moved to approve the Commissioners Court Minutes from November 8, 2022 and November 14, 2022. Commissioner Henderson and Commissioner Stokes seconded. Motion carried 5 to 0.
- (4) Consider approving budget amendments. **Commissioner Lovell made a motion to approve budget amendments as presented. Commissioner Henderson seconded. Motion carried 5 to 0.**
- (5) Consider payment of bills and expenses:
 - a. Accounts payable
 - b. Fund transfers
 - c. Ratify Salary expenses**Commissioner Henderson 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 Stokes. The Motion carried 5 to 0.**
- (6) Receive information, announcements and reports from County Departments:
 - a. County Treasurers Report (not available)
 - b. Compensatory Report
 - c. Monthly Report – Tax Assessor Collector (October)**Commissioner Lovell moved to receive the Compensatory Report as information. Commissioner Stokes seconded. Motion carried 5 to 0. Commissioner Lovell made a motion to receive Monthly Report – Tax Assessor Collector (October) as information. Commissioner Henderson seconded. Motion carried 5 to 0.**
- (7) Consider approving salaries for new and/or transfer employees:
 - a. **Commissioner Stokes made a motion to approve Kris Dyches as Full-time Insurance Coordinator, Bi-weekly \$1,350.00 in pay grade 17. Commissioner Henderson seconded. Commissioner Lovell abstained from voting because this person is his niece. Motion carried 4 to 0.**
 - b. **Commissioner Stokes made a motion to approve Fred Pyeatt as Part-time Equipment Operator in Precinct 1 at hourly pay of \$14.58 in Pay Grade 14. Commissioner Henderson seconded. Motion carried 5 to 0.**
 - c. **Commissioner Lovell made a motion to approve: Noah Hoch as Full Time Jailer - Probationary at Houston County Jail, bi-weekly salary \$1,179.29, pay grade 16; Promotion of Thomas Mayo as Full Time Jailer – Probationary at Houston County Jail, bi-weekly salary of \$1,356.19 in Pay Grade 16; Angel Martinez as Full Time Jailer – Probationary at Houston County Jail, bi-weekly pay of \$1,179.29 in pay grade 16. Commissioner Stokes seconded. Motion carried 5 to 0.**

- d. **Commissioner Stokes made a motion to approve: Klinesha Fransaw as Full Time Dispatcher at Houston County Sheriff's Office, bi-weekly pay of \$1,179.29 in pay grade 16 and Bethany Evans as Part Time Dispatcher at Houston County Sheriff's Office, hourly pay of \$14.74 in pay grade 16. Commissioner Henderson seconded. Motion carried 5 to 0.**
 - e. **Commissioner Stokes made a motion to approve Mary Jordan as Full Time Deputy at Houston County Sheriff's Office, bi-weekly pay of \$1,648.45 in pay grade 20. Commissioner Lovell seconded. Motion carried 5 to 0.**
 - f. **PASS to approve 6 month increase for Carl Smotherman, Sheriff's Office, from \$1,282.07 bi-weekly to \$1,346.17 in pay grade 16.**
 - g. **Commissioner Lovell made a motion to approve transfer of Andy Biscamp from Deputy Bailiff, Part Time to Deputy Bailiff, Full Time, bi-weekly salary of \$1,501.08 in pay grade 17. 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. **None**
- (9) Canvass Election results from the November 8, 2022 General Mid-Term Election. **Commissioner Lovell moved to accept the results from the November 8, 2022 General Mid-Term Election. Commissioner Stokes seconded. Motion carried 5 to 0.**
- (10) Discuss and consider adopting Order to approve on-line education for County Commissioners per §81.0025(b) Local Government Code as amended by 87th Legislature. **Commissioner Lovell made a motion to adopt Order to approve on-line education for County Commissioners per §81.0025(b) Local Government Code as amended by 87th Legislature. Commissioner Henderson seconded. Motion carried 5 to 0.**
- (11) Discuss and consider approving Memorandum of Understanding with Deep East Texas Council of Governments to provide the Genasys mass Notification System to the County and other participating local governments in the DETCOG Region. **Commissioner Lovell moved to approve Memorandum of Understanding with Deep East Texas Council of Governments to provide the Genasys mass Notification System to the County and other participating local governments in the DETCOG Region. Commissioner Henderson seconded. Motion carried 5 to 0.**
- (12) Discuss and consider approving donation in the amount of \$50.00 from T Barrett and Shannon Blakenship for improvements to CR 1865. **Commissioner Lovell made a motion to approve conation in the amount of \$50.00 from T Barrett and Shannon Blakenship for improvements to CR 1865 (for new road sign). Commissioner Stokes seconded the motion. Motion carried 5 to 0.**
- (13) Discuss and consider action on an application request for the Hotel Occupancy Tax Fund and Agreement with:
- a. The Loft of Crockett Jack Nelson Concert to be held on December 31, 2022 (resubmit)
 - b. Bear Hall for Double Header Event (live music) to be held on December 16 & 17, 2022.
- Commissioner Lovell moved to approve \$1000 to The Loft of Crockett for Jack Nelson Concert to be held on December 31, 2022. Commissioner Henderson seconded. Motion carried 5 to 0.**

Commissioner Stokes made the motion to approve \$2000 to Bear Hall for Double Header Event (live music) to be held on December 16 & 17, 2022. Commissioner Lovell seconded. Motion carried 5 to 0.

- (14) Discuss and consider approving designated smoking areas for HC Courthouse and annex. **PASS**
- (15) Discuss and consider approving Communications Site Agreement between Texas A & M Forest Service and Houston County for antenna, and/or shelter and/or antenna space including any wires, generator, equipment, etc necessary to carry out Lessee's operation of the radio tower as listed in the Exhibit "A" on the Grapeland Fire Tower. **Commissioner Lovell made a motion approving Communications Site Agreement between Texas A & M Forest Service and Houston County for antenna, and/or shelter and/or antenna space including any wires, generator, equipment, etc necessary to carry out Lessee's operation of the radio tower as listed in the Exhibit "A" on the Grapeland Fire Tower. Commissioners Henderson and Stokes simultaneously seconded the motion. Motion carried 5 to 0.**
- (16) Discuss and consider accepting donation of Cub Cadet 33-inch commercial lawn mower for the Sheriff's Office from the City of Crockett. **Commissioner Henderson made a motion to approve acceptance of Cub Cadet 33-inch commercial lawn mower for the Sheriff's Office pending getting paperwork on the value of the equipment and a Bill of Sale (even though the cost is "0"). Commissioner Stokes seconded. Motion carried 5 to 0.**
- (17) Discuss and consider approving destruction of old and/or damaged uniforms for Sheriff's Office. **Commissioner Lovell made a motion approving destruction of old and/or damaged uniforms for Sheriff's Office. Commissioner Henderson seconded. Motion carried 5 to 0.**
- (18) Discuss and consider action on authorizing the following items through the American Rescue Plan Act (ARPA) Grant Fund and necessary budget amendments:
- a. Purchase 2022 Tiger 22' Mower and 50" Rotary Cutter Head with Disc and Hydraulic Door for Road and Bridge Precinct 2 TOTAL \$37,854.27
Commissioner Kitchen made a motion to purchase 2022 Tiger 22' Mower and 50" Rotary Cutter Head with Disc and Hydraulic Door for Road and Bridge Precinct 2 TOTAL \$37,854.27. Commissioner Stokes seconded. Motion carried 5 to 0.
 - b. Purchase Kenwood 110W NX-5700HBF mobile radio with necessary antenna and components for Road and Bridge Precinct 2 TOTAL \$2,681.09
Commissioner Stokes moved to purchase Kenwood 110W NX-5700HBF mobile radio with necessary antenna and components for Road and Bridge Precinct 2 TOTAL \$2,681.09. Commissioner Lovell seconded. Motion carried 5 to 0.
 - c. Purchase 500 Gallon Longhorn Bumper-pull Sprayer for Road and Bridge Precinct 1 TOTAL \$4,535.00
Commissioner Lovell made the motion to purchase 500 Gallon Longhorn Bumper-pull Sprayer for Road and Bridge Precinct 1 TOTAL \$4,535.00. Commissioner Stokes seconded. Motion carried 5 to 0.
 - d. Purchase 30' of coax and 2 connectors for the Lovelady Area Repeater TOTAL \$187.80
Commissioner Stokes made a motion to purchase 30' of coax and 2 connectors for the Lovelady Area Repeater TOTAL \$187.80. Commissioner Henderson seconded. Motion carried 5 to 0.

(19)Adjourn. **Judge Lovell made a motion for the Commissioners Court Meeting to Adjourn at 11:12 a.m. Commissioner Stokes 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