



**HOUSTON COUNTY COMMISSIONERS COURT
MINUTES
REGULAR MEETING
DECEMBER 22, 2020**

The Commissioners' Court of Houston County met in a regular, called meeting on December 22, 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
Sharon Luker	Assistant to the Commissioners
Melissa Jeter	County Auditor
Bonita Newman	911 Addressing
Justin Killough	Sheriff
Sheila Johnson	Grants Administrator
Cynthia Lum	Elections Administrator
Roger Dickey	Emergency Management
Terri Meadows	County Clerk

Media:

Will Johnson	The Messenger
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Visitors:

Denny Wheeler – Pineywoods Sanitation, Jay Barksdale

(1) Welcome, Invocation and Pledges:

Judge Lovell called the meeting to order at 10:00 o'clock a.m. Commissioner Kitchen led the opening 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 Kitchen moved to approve the Commissioners Court minutes from December 8, 2020. Commissioner Perry seconded. Motion carried 5 to 0.**

(4) Consider approving budget amendments. **Commissioner Kitchen moved to approve the budget amendments with Commissioner Perry seconding the motion. 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 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 5 to 0.

(6) Receive information, announcements and reports from County Departments:

- a. County Treasurers Report
- b. Compensatory Report

Commissioner Lovell made a motion to receive as information the County Treasurers Report and the Compensatory Report. Commissioner Henderson seconded. Motion carried 5 to 0.

Other County Announcements:

Judge Lovell recognized Commissioner Perry and the fact that today is his last Commissioners Court as County Commissioner. He thanked him for his service to the county and wished him well in his retirement. Commissioner Kitchen also thanked Commissioner Perry and elaborated that even though they didn't always agree on every issue they remained friends. Commissioner Kitchen thanked him for the years they served together.

Judge Lovell also recognized that this is Sheriff Killoughs last Commissioners Court as Sheriff and thanked him for the job he did for the time he was appointed. He thanked him for not just "stepping in" but putting in the work and keeping the Sheriff's Office moving forward. Sheriff Killough thanked the Court for their support and said how much he enjoyed working with everyone in Houston County.

(7) Consider approving salaries for new and/or transfer employees:

(a) Commissioner Kitchen made a motion and Commissioner Lovell seconded to approve a pay increase to 3 Sheriff Office Employees for becoming certified jailers: Franco Rea full-time bi-weekly salary of \$1069.75 in pay grade 16, Earnest Standley full-time bi-weekly salary of \$1069.75 in pay grade 16, and part-time Deborah Denby to \$13.37 per hour in pay grade 16. Motion carried 5 to 0.

(b) Commissioner Lovell made a motion to approve the promotion of Gordon Denman to Jail Sergeant at bi-weekly salary of \$1179.40 in pay grade 17 plus \$18.46 phone stipend and the promotion of Tresa Master to Jail Sergeant at bi-weekly salary of \$1179.40 in pay grade 17 plus \$18.46 phone stipend. Commissioner Henderson 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 Kitchen made a motion to pay**

the following employees of the Houston County Sheriff's Office for Vacation/Comp Time: N. Montgomery \$1946.70, S. Duncan \$997.88, D. Brown \$200.70, R. Hutcherson \$4,096.40 and M. Millican \$1698.25. Commissioner Lovell seconded. Motion carried 5 to 0.

- (9) Commissioner Kitchen made a motion to receive as information corrected donation from John W Vickers for 400 yards of salvage road base from September 22, 2020 to Precinct 2. Commissioner Henderson seconded. Motion carried 5 to 0.
- (10) Commissioner Kitchen made a motion to accept an additional donation of 1550 yards of salvage road base from John W Vickers to Precinct 2. Commissioner Henderson seconded. Motion carried 5 to 0.
- (11) Commissioner Kitchen made a motion to approve contract from Archie David Spinks for an undetermined amount of iron ore gravel or clay for \$2.00 per yard to Precinct 2. Commissioner Perry seconded. Motion carried 5 to 0.
- (12) Commissioner Perry moved to accept surplus materials of 1095 cubic yards of RAP materials from Texas Department of Transportation and distribute equally between the precincts. Commissioner Lovell seconded. Motion carried unanimously.
- (13) Commissioner Henderson made a motion to approve a contract with *iDocket Professional Services Agreement County Clerk* to allow the office to accept eRecording applications, documents, and money more efficiently. Commissioner Lovell seconded. Motion carried 5 to 0.
- (14) Commissioner Perry made a motion to designate as surplus property (3) rail road tank cars located at Precinct 3 and authorizing the sale to Trinity County per LGC 263.152(a)(1). Commissioner Henderson seconded the Motion. Carried 5 to 0.
- (15) Commissioner Kitchen made a motion and Commissioner Lovell seconded to approve Houston County Premises Use Permit to Family Crisis Center of East Texas for small event on HC Courthouse Lawn recognizing human trafficking awareness with CDC guidelines to be followed. Motion carried 5 to 0.
- (16) Commissioner Kitchen made a motion to appoint Judge Lovell, Melissa Jeter, and Sheila Johnson as review committee on requests for proposals for a Grant Administrator for the 2021-2022 Texas Department of Agriculture TxCDBG Community Development Grant application process. Commissioner Henderson seconded. Motion carried 5 to 0.
- (17) Commissioner Kitchen made a motion with Commissioner Lovell giving the second to approve new lease agreement on new construction of a new hanger at the Houston County Airport. Motion carried 5 to 0.
- (18) Hear update from Pineywoods Sanitation. **Denny Wheeler announced things are going well. There are 2060 residential customers and 125 commercial customers. The new office is not quite complete, but almost. He also shared that the Transfer Station got the final approval this week and if everything stays on track construction should begin the second week in January 2021.**

(19) Closed executive session as authorized by Texas Government Code §551.072 to discuss the county's potential purchase, lease, sale, or exchange of real estate and/or the value of the real estate. **The Court retired to Executive Session at 10:32 a.m. The Court returned from Executive Session at 10:47 a.m.**

(20) Adjourn. **Judge Lovell made the motion to adjourn. Commissioner Kitchen seconded. Motion carried 5 to 0.**

Jim Lovell, County Judge

Gary Lovell, Commissioner, Precinct #1

Willie Kitchen, Commissioner, Precinct #2

Pat Perry, Commissioner, Precinct #3

Jimmy Henderson, Commissioner, Precinct #4

Attest:

Terri Meadows, County Clerk