



**HOUSTON COUNTY COMMISSIONERS COURT  
MINUTES  
REGULAR MEETING  
AUGUST 13, 2019**

The Commissioners' Court of Houston County met in a regular, called meeting on August 13, 2019 with the following members present, to wit:

Gary Lovell	Commissioner, Precinct #1
Willie Kitchen	Commissioner, Precinct #2
Pat Perry	Commissioner, Precinct #3

Also present:

Melissa Jeter	County Auditor
Sharon Luker	Assistant to the County Commissioners
Jan Pigford	Administrative Assistant to the County Judge
Janis Omelina	County Treasurer
Justin Killough	Chief Deputy at S/O
Cynthia Lum	Election's Administrator
Tom Streetman	Chief Juvenile Probation Officer
Terri Meadows	Houston County Clerk

Media:

Alton Porter	Houston County Courier
Will Johnson	The Grapeland Messenger

Visitors: Gwendolyn Scott, Dan Huggins (Crockett Area Chamber), Dr. Ianthia Fisher (Mayor/City), Patricia Pope-??(Precinct 3)

(1) Welcome, Invocation and Pledges:

Judge Lovell called the meeting to order, gave the opening prayer, and then led the Pledge of Allegiance to the American Flag and the Texas Flag.

(2) Budget workshop session to discuss the new County budget for the fiscal year beginning October 1, 2019. Judge Lovell asked if they were any participants.

- Janis Omelina addressed the Court about Item 13 on the agenda concerning the change of pay scale on one of her employees. Judge Lovell said they will take this up when they get to Item 13.

- Cynthia Lum presented the need to increase the Election Administrator's Office Budget by \$7200 to increase payment for election judges. Commissioner's Court will take this matter under consideration.
- Melissa Jeter said that she needs the Court to take action on the Election Administrator's Increase of the Election Judge salary as to whether it remains in the proposed budget or not. Commissioner Lovell moved for the increase to remain in the proposed budget. Commissioner Kitchen seconded. Motion passed 4 to 0.
- Melissa Jeter highlighted some of the errors and adjustments in the proposed budget and mentioned a future software purchase for the County/District Clerk, County/District Attorney, CCL/County/District Judges/Coordinators.

(3) Judge Lovell seeing that there was no further business declared the budget workshop adjourned.

(4) Judge Lovell announced we would now open the regular Commissioners Court meeting.

(5) Recognition and comments from guests:

Judge Lovell recognized the guests and asked if there were any comments. There were none.

(6) Consider approval of prior Commissioners Court Minutes:

Commissioner Lovell made a motion to approve the Commissioners Court minutes from July 23, 2019, July 30, 2019 and August 6, 2019. Commissioner Kitchen seconded the motion. Motion carried 4 to 0.

(7) Consider approving budget amendments:

None at this time

(8) Consider payment of bills and expenses:

- Accounts payable
- Fund transfers
- Ratify Salary expenses

Commissioner Kitchen made a motion to pay the all of the bills and expenses for a. (Accounts payable), b. (Fund transfers), and c. (Ratify Salary expenses). The motion was seconded by Commissioner Lovell. The motion carried 4 to 0.

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

- Environmental Report
- Community Service

Commissioner Kitchen moved to receive the reports as information. Commissioner Lovell seconded. Motion carried 4 to 0.

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

Commissioner Kitchen made a motion to approve the hiring of Lucas Mahan as a full-time Jailer at a bi-weekly salary of \$1018.81 and Jason Henderson as part-time Deputy at an hourly rate of \$15.48 from 7/29/19 to 8/13/19 and on 8/13/19 Jason Henderson will become a full time Deputy at Pay Grade 19 and bi-weekly salary of \$1271.03. Commissioner Lovell seconded. Motion carried 4 to 0.

Commissioner Lovell moved to hire David Goolsby as a part-time Heavy Equipment Operator for Precinct 1 at an hourly rate of \$14.04 and pay grade 17. Commissioner Kitchen seconded the motion. Motion carried 4 to 0.

Commissioner Kitchen made a motion to approve the hiring of Chandra Griffin as Senior Clerk in the County Clerk's Office at pay grade 17 and bi-weekly salary of \$1,123.24 and the hiring of Terry Yargo as part-time Deputy Clerk 1 in the County Clerk's Office at pay grade 15 and hourly salary of \$12.74. Commissioner Lovell seconded the motion. Motion carried 4 to 0.

Commissioner Kitchen moved to approve the promotion and raises of Neatis Montgomery, Jamie Hallmark, and Dustin Lawson since becoming Certified Jailers. Their salaries will move from \$1,018.18 bi-weekly to \$1069.75 bi-weekly. Commissioner Lovell seconded. Motion carried 4 to 0.

(11) Discuss and consider approving payment of compensatory, vacation and holiday time for County employees and necessary budget amendments.

Commissioner Lovell moved to approve this request. Commissioner Kitchen seconded. Motion carried 4 to 0.

(12) Discuss and consider rescinding vote to contract with Auctioneer Express for sale of two used pickups for Pct. 2 and advertise for bids locally. It was mentioned that they have been locals asking to purchase used vehicles from the County. Commissioner Kitchen moved to rescind the previous vote. Commissioner Lovell seconded. Motion carried 4 to 0.

(13) Discuss and consider accepting recommendation from Human Resource Committee for:

- a. New position for the October 1 budget in County Treasurers Office of Deputy Clerk II to be placed on the pay scale as a 16. It was announced that this was a unanimous decision from the HR Committee. Commissioner Kitchen moved to approve the pay scale move to 16. Commissioner Lovell seconded. Motion carried 4 to 0.
- b. Change on Retiree Medical scale under age 59 premium paid by county to 90% and premium paid by retiree 10% for FY 2020. Melissa Jeter made a presentation on this and after some discussion it was decided that this did not have to be considered this year. Commissioner Kitchen moved not to approve the recommendation as brought forth from the HR Committee, but to consider this at a later date. Commissioner Lovell seconded. Motion carried 4 to 0.

(14) Discuss and consider and consider accepting donation for improvement to CR 4654 in Precinct 4. Commissioner Perry moved to accept the donation. Commissioner Kitchen seconded. Motion carried 4 to 0.

(15) Discuss and consider action on amending a contract with the Texas Health and Human Services Commission for Home Delivered Meals for FY2019-2021 increasing the unit rate from \$4.95 to \$5.31 per meal. Commissioner Kitchen moved to adopt the contract. Commissioner Lovell seconded the motion. Motion carried 4 to 0.

(16) Discuss and consider taking action by approving Hotel Occupancy Tax Application and Interlocal Agreement for:

- a. Commissioner Kitchen moved to approve \$2000.00 to the Crockett Area Chamber for the Annual Christmas in Crockett event to be held November 22-23, 2019. Commissioner Lovell seconded. Motion carried 4 to 0.
- b. Commissioner Kitchen moved to approve \$1000 for the new event, East Texas Farm, Ranch & Wildlife Expo sponsored by the Crockett Area Chamber to be held September 13, 2019 at the Crockett Civic Center & Grounds. Commissioner Lovell seconded. Motion carried 4 to 0.
- c. Commissioner Kitchen moved to approve \$1000 for the Houston County Hoops Classic sponsored by Crockett High School December 26-28. The money should be used for food and catering since this is a school sponsored event. Commissioner Lovell seconded. Motion carried 4 to 0.

(17) Commissioner Kitchen moved to receive as information (and with our condolences) the HC Event Permit Use Application for candlelight vigil for the people that lost their lives in El Paso and Dayton OH on August 3<sup>rd</sup> and 4<sup>th</sup> held on Wednesday night August 7, 2019. Commissioner Lovell seconded. Motion carried 4 to 0.

(18) Commissioner Kitchen moved to receive as information a letter from Houston County to support City of Crockett's request to Texas Department of Transportation to provide assistance for the development of sidewalk extensions down East Houston Avenue and East Goliad Avenue to connect our neighborhoods to Crockett Classical School and Jordan School (send the letter). Commissioner Lovell seconded. Motion carried 4 to 0.

(19) Discuss and consider approving to take action on Texas Department of Motor Vehicle Imposition of Optional Fees for Calendar year 2020. County Tax Assessor-Collector, Danette Millican was not at the meeting to speak about this but Commissioner Kitchen moved that we continue with our current plan and charge the same fees for 2020 that we previously charged. Commissioner Lovell seconded. Motion carried 4 to 0.

(20) Adjourn:  
 Judge Lovell made the motion to adjourn. Commissioner Lovell seconded. Motion carried with everyone standing. 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