



HOUSTON COUNTY COMMISSIONERS COURT

MINUTES

SPECIAL MEETING

JANUARY 2, 2025

The Commissioners' Court of Houston County met in a special called meeting on January 2, 2025, **in person and via zoom**, with the following members present, to wit:

Jim Lovell	County Judge	PRESENT
Gary Lovell	Commissioner, Precinct #1	PRESENT
Willie Kitchen	Commissioner, Precinct #2	PRESENT
Gene Stokes	Commissioner, Precinct #3	PRESENT
Jimmy Henderson	Commissioner, Precinct #4	ABSENT
Terri Meadows	County Clerk	PRESENT

County Officials/Employees in person:

James Angerstein	Tax Assessor Collector
Zak Benge	Sheriff
Andy Biscamp	Bailiff
Kris Dyches	Insurance Coordinator
Laura Goolsby	District Clerk
Melissa Jeter	Auditor
Sheila Johnson	Grants Administrator
Donavan Mahan	Jail Administrator
Ryan Martin	Chief Deputy
Kristina Massey	County Attorney
Todd McConnell	IT
Mike McCreight	JP 1
Heath Murff	Emergency Management
Jan Pigford	Administrative Assistant to County Judge
Daphne Session	District Attorney
Darrellyn Smith	Admin Assistant to the County Commissioners
Red Smith	Constable Precinct 2
Brittani Womack	1 st Assistant Auditor

County Officials/Employees by Zoom:

Ronnie Jordan	JP 2
Thomas Shafter	DA Investigator
Jason Frizzell	Crockett Fire Chief

Media:

Visitors:

(1) Welcome, Invocation and Pledges:

Judge Lovell called the meeting to order at **9:00 a.m.** Commissioner Stokes voiced the opening prayer followed by Judge Lovell leading the Pledge of Allegiance 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) Discuss and consider approving additional listed positions/pay scales and funding for the Houston County Sheriff's Office:

- a. Captain – Pay Scale 26: **Commissioner Kitchen made a motion to approve the job description and funding at Pay Scale 26 for the Captain position at the Houston County Sheriff's Office. Commissioner Lovell seconded. Motion carried 4 to 0.**
- b. Dispatch Supervisor A/B – Pay Scale 17
- c. Investigator – Pay Scale 24
Commissioner Kitchen made a motion to approve the Job Description and funding for Dispatch Supervisor A/B at Pay Scale 17 and Investigator at Pay Scale 24 at the Houston County Sheriff's Office. Commissioner Stokes and Commissioner Lovell seconded the motion simultaneously. Motion carried 4 to 0.

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

- a. J Catoe Patrol Sergeant to Captain: **Commissioner Stokes made a motion to approve the salary for John Catoe moving from Patrol Sgt to Captain at bi-weekly salary of \$2,249.23 (includes \$18.46 cell phone allowance) in Pay Grade 26. Commissioner Lovell seconded. Motion carried 4 to 0.**
- b. J Vickers Lieutenant to Investigator: **Commissioner Kitchen made a motion to approve the salary for Jerrod Vickers moving from Lt to Investigator-Deputy Sheriff at bi-weekly salary of \$2,018.46 (includes \$18.46 cell phone allowance) in Pay Grade 24. Commissioner Stokes seconded. Motion carried 4 to 0.**
- c. J Pruitt Records Clerk/Dispatcher to Dispatch Co-Supervisor (A) **Commissioner Kitchen made a motion to approve the salary for J'Darius Pruitt moving from Records Clerk/Dispatcher to Dispatch Supervisor (A) at bi-weekly salary of \$1,468.19 in Pay Grade 18. Commissioner Stokes seconded. Motion carried 4 to 0.**
- d. J Jones Dispatcher to Dispatch Co-Supervisor (B) **Commissioner Lovell made a motion to approve the salary for Jaidan Jones moving from Records Clerk/Dispatcher to Dispatch Supervisor (B) at bi-weekly salary of \$1,468.19 in Pay Grade 18. Commissioner Kitchen seconded. Motion carried 4 to 0.**
- e. Jail Administrator to JP Clerk 2 **Commissioner Lovell made a motion to approve the salary for Martha Jackson moving from Full time Jail Administrator to Part time Office Assistant at JP 2 at hourly salary of \$13.24 in Pay Grade 13. Commissioner Kitchen seconded. Motion carried 4 to 0.**
- f. Chief Deputy **Commissioner Kitchen made a motion to approve the salary for Charles Ryan Martin as Full time Chief Deputy Sheriff at bi-weekly salary of \$2,480.00**

(includes \$18.46 cell phone allowance) in Pay Grade 27. Commissioner Lovell seconded. Motion carried 4 to 0.

- g. Investigator **Commissioner Kitchen** made a motion to approve the salary for **Les Neeley** as Full time Investigator at the HCSO at bi-weekly salary of \$2,000.00 (includes \$18.46 cell phone allowance) in Pay Grade 24. Commissioner Stokes seconded. Motion carried 4 to 0.
 - h. Jail Administrator **Commissioner Kitchen** made a motion to approve the salary for **Donavan Mahan** as Full time Jail Administrator at the HCSO at bi-weekly salary of \$2,129.23 (includes \$18.46 cell phone allowance) in Pay Grade 24. Commissioner Stokes seconded. Motion carried 4 to 0.
 - i. Courthouse Security Deputy **Commissioner Stokes** made a motion to approve the salary for **Steven Countz** as Full time Courthouse Security Deputy at the HCSO at bi-weekly salary of \$1,749.23 (includes \$18.46 cell phone allowance) in Pay Grade 20. Commissioner Kitchen seconded. Motion carried 4 to 0.
 - j. Patrol Deputy **Commissioner Kitchen** made a motion to approve the salary for **Jennefer Cruz** as Full time Patrol Deputy at the HCSO at bi-weekly salary of \$2,769.23 (includes \$18.46 cell phone allowance) in Pay Grade 20. Commissioner Stokes seconded. Motion carried 4 to 0.
- (5) Discuss and consider action on the Bonds for newly sworn-in County Officials. **Commissioner Lovell made a motion to approve Bonds for newly sworn-in County Officials. Commissioner Kitchen seconded. Motion carried 4 to 0.**
- (6) Receive as information the increase in IRS standard mileage rate for business use from \$.67 to \$.70 per mile. **Commissioner Lovell made a motion to receive as information the increase in IRS standard mileage rate for business use from \$.67 to \$.70 per mile. Commissioner Kitchen seconded. Motion carried 4 to 0.**
- (7) Adjourn. **Judge Lovell made a motion to adjourn. Commissioner Stokes seconded. The motion carried by everyone rising and leaving the meeting at 9:12 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

Date Approved: January 14, 2025