



HOUSTON COUNTY COMMISSIONERS COURT
MINUTES
REGULAR MEETING
MARCH 10, 2026

The Commissioners' Court of Houston County met in a regular, called meeting on March 10, 2026 in **person and via zoom**, with the following members present, to wit:

The Court

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	PRESENT
Terri Meadows	County Clerk	PRESENT

County Officials/Employees in person:

Sarah Bergman	First Assistant Auditor	Zoom
Hugh Coleman	Assistant County Attorney	Zoom
Kris Dyches	Insurance Coordinator	Present
Laura Goolsby	District Clerk	Present
Melissa Jeter	County Auditor	Present
Carl Johnson	Facilities Administrator	Present
Sheila Johnson	Grants Administrator	Present
Wanda Jordan	Historical Commission	Present
Al Kreger	Historical Commission	Present
Cynthia Lum	Elections Administrator	Zoom
Ryan Martin	Chief Deputy Sheriff	Present
Kristina Massey	County Attorney	Present
Todd McConnell	IT	Present
Jan Pigford	Assistant to County Judge	Present
Darrellyn Smith	Assistant to the County Commissioners	Present

Media: Greg Ritchie (Messenger on Zoom)

Visitors: Matt Winchester (Oncor)

(1) Welcome, Invocation and Pledges:

Judge Lovell called the meeting to order at 9:00 a.m., Commissioner Lovell voiced the opening prayer followed by Judge Lovell leading 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 made a motion to approve the Commissioners Court minutes for February 24, 2026. Commissioner Stokes seconded. Motion carried 5 to 0.**

(4) Consider approving budget amendments. **Commissioner Kitchen moved to approve the 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 Kitchen made a motion to pay all the bills and expenses for a. (Accounts payable), b. (Fund transfers), and c. (Ratify Salary expenses). Commissioner Lovell seconded. The Motion carried 5 to 0.

*****Sheila Johnson, Grants Administrator, announced that all of the FEMA money has come in, except for the money for Precinct 4 from 2015, but they are working on that.***

*****Commissioner Kitchen recognized and congratulated Commissioner Henderson on his re-election.***

*****Jan Pigford, Admin Assistant to the County Judge, announced the Department Head Meeting on 3/12/26 at 10:00 am.***

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

- a. Community Service/Environmental Report
- b. District Clerk Report
- c. County Clerk Report
- d. Tax Assessor Report
- e. Auditor's Office

Commissioner Lovell moved to receive as information the Community Service/Environmental Report, District Clerk Report, County Clerk Report, Tax Assessor Report, and Auditor's Office Report. Commissioner Henderson seconded. Motion carried 5 to 0.

(7) Consider approving salaries for new and/or transfer employees. **Commissioner Kitchen moved to approve the salary for Charlie Dishongh-Hooks, as Assistant County Attorney in the County Attorney's Office, at bi-weekly salary of \$4,326.93 (\$2,718.76 base and \$1,608.17 supplement), in Pay Grade 32, effective March 16, 2026.**

Commissioner Henderson moved to approve the salary for Fallon Rivers, as Deputy Clerk I in the County Clerk's Office, at bi-weekly salary of \$1,246.34 and bi-weekly supplement of \$18.46 (\$1,264.80 total) in Pay Grade 15, effective March 9, 2026. 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) Discuss and consider declaring received information as surplus inventory and approving transfers between departments. **Commissioner Kitchen moved to declare received information as surplus inventory and approving transfers between departments. Commissioner Henderson seconded. Motion carried 5 to 0.**
- (10) Consider adopting proclamation of designating the month of April as "Fair Housing Month". (DA) **Commissioner Lovell moved to adopt a proclamation designating the month of April as "Fair Housing Month". Commissioner Kitchen seconded. Motion carried 5 to 0.**
- (11) Consider adopting proclamation designating the month of April as "County Government Month" and set date for County Picnic. **Commissioner Stokes moved to adopt a proclamation designating the month of April as "County Government Month". Commissioner Henderson seconded. Motion carried 5 to 0. Judge Lovell announced that the County Picnic would be set on April 23, 2026 by acclamation.**
- (12) Discuss and consider requests by the Houston County Child Welfare Board and Kalin's Center to:
- Adopting proclamation designating the month of April as "Child Abuse Awareness Month".
 - Approving Houston County Event and display permit for Flag Raising Ceremony to be held on April 8, 2026.
- Commissioner Lovell moved to adopt a proclamation designating the month of April as "Child Abuse Awareness Month" and to approve the Houston County Event and display permit for Flag Raising Ceremony to be held on April 8, 2026. Commissioner Henderson seconded. Motion carried 5 to 0.**
- (13) Discuss and possible action regarding providing access to cemeteries pursuant to Texas Health and Safety Code §711.041 and Texas Transportation Code §251.057. (CA) **No Action Taken**

***Commissioner Lovell left the Courtroom during discussion on Item 14 at 9:30 a.m. and returned at 9:34 a.m.*

- (14) Discuss, consider and authorize the Grant Administrator to apply for the Local Communities Program (LCP) Grant from the General Land Office (GLO). (SJ) ****Sheila Johnson, Grants Administrator, was present to share some of the financial benefits of this grant. This part of the process is to simply show we are interested and want to be put on the list. Commissioner Kitchen moved to authorize the Grant Administrator to apply for the Local Communities Program (LCP) Grant from the General Land Office (GLO). Commissioner Stokes seconded. Motion carried 5 to 0.**
- (15) Receive as information the FY 2025 Financial Audit for the Houston County Juvenile Probation Audit as prepared by Todd, Hamaker and Johnson, LLC. (Auditor) ****Melissa Jeter, County Auditor, was present to speak about the audit and answer any questions. Commissioner Lovell moved to receive as information the FY 2025 Financial Audit for the Houston County Juvenile Probation Audit as prepared by Todd, Hamaker and Johnson, LLC. Commissioner Henderson seconded. Motion carried 5 to 0.**
- (16) Discuss and consider approving the attached Resolution for the bridge replacements at CR 4535 @ White Rock Creek, CR 4035 @ Box Creek, and CR 3575 @ Wright Creek. (TXDOT).

Commissioner Kitchen made the motion to approve the Resolution for the bridge replacements at CR 4535 @ White Rock Creek, CR 4035 @ Box Creek, and CR 3575 @ Wright Creek. Commissioner Stokes seconded. ****Melissa Jeter, Auditor, brought up that there was information that was going to need to be tracked for this. There was some discussion on how they once tracked this data. Motion carried 5 to 0.**

(17) Discuss and consider Spectrum proposes to install 2361" of Fiber Optic Cable along CR 3095 in Precinct 3 as part of a re-route to original design. **Judge Lovell mentioned that he thought this should be 2361 feet and not 2361 inches, and Commissioner Kitchen said that this should be Precinct 2 not Precinct 3. Commissioner Kitchen moved to approve Spectrum proposal to install 2361' of Fiber Optic Cable along CR 3095 in Precinct 2 as part of a re-route to original design. Commissioner Lovell seconded. Motion carried 5 to 0.**

(18) Discuss and consider approving plans from Goodwin, Lasiter, Strong Architects, for: (CJ)

- a. Renovation of Bank Community Room to Commissioners Courtroom.
- b. Parking lot improvements to the parking lot behind the Annex/Bank Building.

Commissioner Stokes moved to approve plans from Goodwin, Lasiter, Strong Architects, for Renovation of Bank Community Room to Commissioners Courtroom and Parking lot improvements to the parking lot behind the Annex/Bank Building. Commissioner Henderson seconded. Motion carried 5 to 0.

(19) Discuss and consider action on advertising to accept bids for: (Auditor)

- a. Road Materials
- b. Delivery of Road Materials to County Precinct Barns and Road Locations
- c. Gas and Diesel for County Vehicles and Equipment
- d. Airport Fuel (AV Gas)

Commissioner Kitchen moved to approve advertising to accept bids for : Road Materials, Delivery of Road Materials to County Precinct Barns and Road Locations, Gas and Diesel for County Vehicles and Equipment, and Airport Fuel (AV Gas). Commissioner Lovell seconded. Motion carried 5 to 0.

(20) Discuss and consider rescinding authorizing for a new lease purchase agreement to purchase a new pickup for Precinct 2 as it is no longer needed. (Auditor) **Commissioner Kitchen moved to rescind authorizing for a new lease purchase agreement to purchase a new pickup for Precinct 2 because it is no longer needed. Commissioner Stokes seconded. Motion carried 5 to 0.**

(21) Receive and discuss the FY 2025 Hotel Occupancy Tax Fund revenue and expenses as submitted to the Comptroller. (Auditor) **Commissioner Kitchen moved to receive as information the FY 2025 Hotel Occupancy Tax Fund revenue and expenses as submitted to the Comptroller. Commissioner Stokes seconded. Motion carried 5 to 0.**

(22) Discuss and consider action on setting a policy for the minimum liability insurance requirements for the Houston County Airport leases and providing proof of coverage annually. (Auditor) **After some discussion among the Court, Commissioner Stokes moved to set the minimum liability insurance requirements for all Houston County Airport leases at Five Million Dollars (5,000,000) and that proof of this coverage be provided annually at lease renewal time to the Auditor. Commissioner Kitchen seconded. Motion carried 5 to 0.**

(23)Adjourn. **Judge Lovell announced that he wanted to extend a big thank you to Al Kreger for the wonderful ceremony to commemorate the placement of the Travis Letter Monument. He thanked Al for all the work he put into getting the monument together, and the ceremony. Judge Lovell made a motion for the Commissioners Court Meeting to Adjourn. The motion carried by everyone rising and leaving the meeting at 10:15 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: March 24, 2026