



County Judge

CHAD SIMS

Harrison County

#1 Peter Whetstone Square, Room 314

Marshall, Texas 75870

903-935-8401

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Charlene Graff, Judicial Admin. Assist.

FILED
2021 OCT 11 AM 11:05

Pursuant to Chapter 551 of the Texas Government Code requiring governmental bodies to give notice of their meetings, this is to advise that a **REGULAR** meeting of the **Harrison County Commissioner's Court** will be held at 9:00 a.m. on the 15th day of October, 2021, in the Commissioners' Courtroom at the **Harrison County Historic Courthouse in Marshall, Texas**, at which time the Commissioners' Court will consider all matters pertaining to Harrison County business and grant authorization for the County Judge to execute any and all documents as may come before said Commissioner's Court for approval, including by way of information but not limitation, the following matters:

INVOCATION

PLEDGE OF ALLEGIANCE:

AMERICAN FLAG

TEXAS FLAG: "Honor the Texas Flag; I Pledge Allegiance To Thee, Texas, One State Under God, One and Indivisible"

ANNOUNCEMENTS:

PUBLIC COMMENTS – AGENDA ITEMS ONLY

DECLARE A QUORUM PRESENT:

CALL TO ORDER:

AGENDA

A. AUDITOR:

Administrative Report: No action to be taken ---- Submission of financial reports. Move to meeting of 10-26-21

1. Consideration and approval regarding Line Item Transfers.
2. Consideration and approval of payment of Regular Bills.
3. Consideration and approval of October 1, 2021 Payroll.

B. COUNTY CLERK:

1. Consideration and approval of transcribed minutes of Commissioner's Court Meeting(s) of August 31, 2021 and September 14, 2021.

C. ROAD AND BRIDGE DEPARTMENT:

Administrative Report: No action to be taken --- concerning status of construction, maintenance and repairs of county roads, bridges and right of ways; also concerning condition of equipment.

1. Consideration and approval of personnel changes for the Harrison County Road & Bridge Department.
2. Consideration and approval of the utility applications submitted to the Harrison County Road & Bridge Department as follows:

Caddeaux Gathering, L.L.C.
Caddeaux Gathering, L.L.C.
CenterPoint Energy
Gum Springs WSC
Gum Springs WSC
Eastex Telephone Coop
Eastex Telephone Coop

Mount Zion Baptist Church Road, CR 2711
Mount Zion Baptist Church Road, CR 2711
N. Page Road, CR3531
Pinewood Road, CR 3514
Country Club Road E., CR 3417
Strickland Springs Road, CR 1205
Strickland Springs Road, CR 1205

3. Consideration and approval of Work Order No. HC-21-01 for Professional Services between Harrison County and KJS2, LLC dba Stephens Engineering to prepare construction drawings and specifications for improvements for Holly Street drainage Improvements, CR 1119 in Pct. 1 and authorization for the County Judge to execute said Work Order.
4. Consideration and approval of a Agreement for the Purchase of Road Material between Harrison County and Hoan Wells for the purchase of gravel (\$4.00 per cubic yard) and clay (\$1.00 per cubic yard) and authorization for the County Judge to execute said Agreement to be effective October 15, 2021 and expiring October 31, 2023.

D. SHERIFF'S DEPARTMENT:

Administrative Report: No action to be taken --- concerning statistics reflecting law enforcement activity; execution of civil responsibilities; jail population and location of and turnover in prisoners.

1. Consideration and approval to accept a donation from Enterprise Products Operating LLC in the amount of \$800.00, which will be used by the Harrison County Sheriff's Office.
2. Consideration and approval of the Open-End Lease Rate Quotes with Enterprise Fleet Management regarding Quotes No: 5955749-2022 and Quote No: 5953070 - 2022 Ford F-150 trucks for the Sheriff's Department,

E. MAINTENANCE DEPARTMENT: NO ADMINISTRATIVE REPORT RECEIVED

Administrative Report: No action to be taken --- concerning repairs and maintenance performed upon county owned premises and equipment; status of ongoing projects, and information concerning planned projects.

1. Consideration and approval to amend the FY 2021-2022 Slot list for the Maintenance Department to create a part-time custodian position 16 hours a week who will take on the responsibilities for Gold Hall in Hallsville and to set the salary for said position per hour to be effective 10-12-2021 at the request of Brad Thomas, Facility Maintenance Superintendent.

F. INFORMATION TECHNOLOGY: NO ADMINISTRATIVE REPORT RECEIVED

Administrative Report: No action to be taken ---- concerning the status of all existing/required communication and information services and equipment, including phones, computers, audio/visual aids and security equipment.

G. FIRE MARSHAL:

Administrative Report: No action to be taken ---- concerning status of OSSF permits; emergency management; solid waste site investigations.

1. Consideration and action regarding the approval of the designation of the On-site Activity Reporting System (OARS) Designee(s) and to delegate the responsibility of submitting monthly activity report information in TCEQ'S OARS program on behalf of Harrison County.

H. PURCHASING:

I. HUMAN RESOURCES: NO ADMINISTRATIVE REPORT RECEIVED

Administrative Report: No action to be taken ---- concerning the status relating to personnel activities.

1. Consideration and approval of Personnel Actions as submitted by the Human Resources Department.
2. Consideration and approval of Job Description for 1st Assistant ADA and one (1) Misdemeanor Job Description adjusted for Pre-Trial Diversion (PTD) Program as requested by Reid McCain, Harrison County Criminal District Attorney.

J. TREASURER:

K. ELECTIONS: NO ADMINISTRATIVE REPORT RECEIVED

Administrative Report: No action to be taken ---- concerning the status relating to election activities.

L. NEW BUSINESS:

1. Consideration and action regarding the approval of Lease Rate from Enterprise Fleet Management regarding purchase of Quote No. 5729068 2022 Chevrolet Malibu LT 4dr Sedan for the Willoughby Juvenile Center., Quote No: 5955480 - 2022 Ford F-150 truck Constable, Pct. 2 and Quote 5955305-2022 Ford F-150 truck Maintenance Department..

2. Consideration and action regarding the approval of the FY 2022 TIDC Formula Grant Resolution and authorization for the County Judge to execute and upload to the TIDC reporting website.

3. Consideration and approval of the Grant Agreement TxDOT CSJ No.:21AWMARSH (Harrison County Airport) between Harrison County and the Texas Department of Transportation and authorization for the County Judge execute said agreement.

4. Consideration and action regarding the approval subject to ratification in Open Court the Subscription License and Services Agreement with Tyler Technologies, Inc. for the County Clerk's Office.

5. Consideration and action regarding the approval subject to ratification in Open Court the LESO Application for Participation/Authorized Screens Letter and State Plan of Operations for the Sheriff's Department.

6. Consideration and action regarding the approval of a Resolution allocating spending of County Assistance District Sales Tax for County Roads, Sheriff's Department, Litter, and ESD's as

determined by the Commissioner's Court, if created and approved by Harrison County voters in the November 2, 2021 Election.

PUBLIC MEETING - WORKSHOP SESSION - REGARDING REDISTRICTING FOR HARRISON COUNTY (Zoom Presentation by Mike Morrison)

ADJOURN


CHAD SIMS, COUNTY JUDGE

This is to certify that at the time and date stamped hereon, the notice of a meeting, a copy of which is attached hereto, has been filed in my office, and posted on my official bulletin board in the Courthouse, as is required by Texas Government Code, Chapter 551.

Executed on: October 11, 2021

COUNTY CLERK
HARRISON COUNTY, TEXAS

(In accordance with Title III of the Americans with Disabilities Act, we invite all attendees to advise us of any special accommodations due to disability. Please submit your request as far as possible in advance of the program you wish to attend.)


Senior Deputy Clerk



**REGULAR MEETING OF THE COMMISSIONERS' COURT
HELD IN THE HISTORIC HARRISON COUNTY COURTHOUSE
MARSHALL, TEXAS
THIS THE 15TH DAY OF OCTOBER, 2021**

BE IT REMEMBERED that at 9:00 a.m. on the 15th of October, 2021 Regular Session in the Commissioners' Courtroom in the Historic Harrison County Courthouse in Marshall, Texas, for the purpose of transacting any and all business that may lawfully be brought before the same:

Invocation was led by County Judge Chad Sims.

Pledge of Allegiance:

American Flag

Texas Flag: "Honor the Texas Flag; I Pledge Allegiance to Thee, Texas, One State under God, One and Indivisible"

The following were present:

Chad Sims,	County Judge
William Hatfield,	Commissioner, Precinct #1
Zephaniah Timmins,	Commissioner, Precinct #2
Phillip Mauldin,	Commissioner, Precinct #3
Jay Ebarb,	Commissioner, Precinct #4
Liz James,	County Clerk
Becky Haynes,	County Auditor

ANNOUNCEMENTS:

Declare A Quorum Present:

When the following were heard and the following Orders passed:

Call to Order by the County Judge, Chad Sims, at 9:12 a.m.

ITEM A: County Auditor No Administrative Report

Motioned by Comm. Timmins
Seconded by Comm. Ebarb
All members voting in favor
Motion carried unanimously (5-0)
Order #2021-351

1. IT IS ORDERED by the Commissioners' Court of Harrison County, Texas to approve Line Item Transfers. Exhibit A-1

Motioned by Comm. Hatfield
Seconded by Comm. Timmins
All members voting in favor
Motion carried unanimously (5-0)
Order #2021-352

2. IT IS ORDERED by the Commissioners' Court of Harrison County, Texas to approve Payment of Regular Bills. Exhibit A-2

Motioned by Comm. Hatfield
Seconded by Comm. Ebarb
All members voting in favor
Motion carried unanimously (5-0)
Order #2021-353

3. IT IS ORDERED by the Commissioners' Court of Harrison County, Texas to approve the October 1, 2021 County Payroll as submitted. Exhibit A-3

ITEM B: County Clerk:

Motioned by Comm. Ebarb
Seconded by Comm. Timmins
All members voting in favor
Motion carried unanimously (5-0)
Order #2021-354

1. IT IS ORDERED by the Commissioners' Court of Harrison County, Texas to approve the minutes of Commissioner's Court Meeting(s) for August 31, 2021 and September 14, 2021. With correction on August 31st 2021, L-15 was carried unanimously (5-0)

ITEM C: Road and Bridge Department:

Administrative Report: —Luke Davis, Harrison County Road Administrator, presented a report concerning the status of construction, maintenance and repairs of county roads, bridges and right of ways, also concerning condition of equipment. Exhibit C

Motioned by Comm. Ebarb
Seconded by Comm. Mauldin
All members voting in favor
Motion carried unanimously (5-0)
Order #2021-355

1. IT IS ORDERED by the Commissioners' Court of Harrison County, Texas to approve the personnel changes for the Harrison County Road & Bridge Department. Exhibit C-1

Motioned by Comm. Mauldin
Seconded by Comm. Timmins
All members voting in favor
Motion carried unanimously (5-0)
Order #2021-356

2. IT IS ORDERED by the Commissioners' Court of Harrison County, Texas to approve the utility applications submitted to the Harrison County Road & Bridge Departments as follows:
Exhibit C-2

Caddeaux Gathering, L.L.C.	Mount Zion Baptist Church Road, CR 2711
Caddeaux Gathering, L.L.C.	Mount Zion Baptist Church Road, CR 2711
Center Point Energy	N. Page Road, CR 3531
Gum Springs WSC	Pinewood Road, CR 3514
Gum Springs WSC	Country Club Road E., CR 3417
Eastex Telephone Coop	Strickland Springs Road, CR 1205
Eastex Telephone Coop	Strickland Springs Road, CR 1205

Motioned by Comm. Hatfield
Seconded by Comm. Timmins
All members voting in favor
Motion carried unanimously (5-0)
Order #2021-357

3. IT IS ORDERED by the Commissioners' Court of Harrison County, Texas to approve the Work Order No. HC-21-01 for Professional Services between Harrison County and KJS2, LLC dba Stephens Engineering to prepare construction drawings and specifications for improvements for Holly Street drainage Improvements, CR 1119 in Pct. 1 and authorization for the County Judge to execute said Work Order. Exhibit C-3

Motioned by Comm. Ebarb
Seconded by Comm. Hatfield
All members voting in favor
Motion carried unanimously (5-0)
Order #2021-358

4. IT IS ORDERED by the Commissioners' Court of Harrison County, Texas to approve Agreement for the Purchase for Road Material between Harrison County and Mrs. Hoan Wells for the purchase of gravel (\$4.00 per cubic yard) and clay (\$1.00 per cubic yard) and authorization for the County Judge to execute said Agreement to be effective October 15, 2021, and expiring October 31, 2023. Exhibit C-4

ITEM D: Sheriff Department:

Administrative Report: Sheriff Fletcher gave report concerning statistics reflecting law enforcement activity; execution of civil responsibilities; jail population and location of and turnover in prisoners. Exhibit D

Total Calls 2418 Criminal Reports (CID) 74

Arrest HCSO 92 (figure includes Deputies & booking Jailers)

Traffic Citations Issued 61 Mental 2

**Transport/Warrants Office 29 Transports
5045 Mileage**

Civil Process: Legal Documents Received 111

**Served: 40 Personal Service
18 Indictment Precepts served in Jail
1 Tax Postings
30 CCL/DC Postings**

0 Harrison Central Appraisal District Tax Sales (Tues., October 5, 2021)

Total Served 89

**Juror Notices 2000
Grand Juror Notices 200
10-6-2021 @ 10:25 AM Jail Population: 241**

**9-8-2021 TO 10-5-2021 Contract Inmate Billing Out of County & Federal:
Marion (28) U.S. Marshal (25) Total 53**

Motioned by Comm. Timmins
Seconded by Comm. Ebarb
All members voting in favor
Motion carried unanimously (5-0)
Order #2021-359

1. IT IS ORDERED by the Commissioners' Court of Harrison County, Texas to approve to accept a donation from Enterprise Products Operating LLC in the amount of \$800.00 which will be used by the Harrison County Sheriff's Office. Exhibit D-1

Motioned by Comm. Ebarb
Seconded by Comm. Hatfield
All members voting in favor
Motion carried unanimously (5-0)
Order #2021-360

2. IT IS ORDERED by the Commissioners' Court of Harrison County, Texas to approve of the Open-End Lease Rate Quotes with Enterprise Fleet Management regarding Quotes No: 5955746-2022 and Quote No: 5953070-2022 Ford F-150 trucks for the Sheriff's Department. Exhibit D-2

ITEM E: Maintenance Department: No Report Submitted

**1. Consideration and approval to amend the FY 2021-2022 slot list for the Maintenance Department to create a part-time custodian position 16 hours a week who will take on the responsibilities for Gold Hall in Hallsville and to set the salary for said position per hour to be effective 10-12-2021 request of Brad Thomas, Facility Maintenance Superintendent.
Item moved to next meeting.**

ITEM F: Information Technology: No Items Submitted

ITEM G: Fire Marshal: Duana Couch

**Administrative Report: No action to be taken. ----- Concerning on-site sewer facilities activity summary. 9-1-2021 to 9-30-2021.
Exhibit G**

Motioned by Comm. Ebarb
Seconded by Comm. Timmins
All members voting in favor
Motion carried unanimously (5-0)
Order #2021-361

1. IT IS ORDERED by the Commissioners' Court of Harrison County, Texas to approve the designation of the On-site Activity Reporting System (OARS) Designee(s) and to delegate the responsibility of submitting monthly activity report information in TCEQ'S OARS program on behalf of Harrison County. Exhibit G-1

ITEM H: Purchasing: No Items Submitted

ITEM I: Human Resources:

Motioned by Comm. Ebarb
Seconded by Comm. Timmins
All members voting in favor
Motion carried unanimously (5-0)
Order #2021-362

1. IT IS ORDERED by the Commissioners' Court of Harrison County, Texas to approve to Personnel Actions as submitted by the Human Resources Department.. Exhibit I-1

Motioned by Comm. Hatfield
Seconded by Comm. Timmins
All members voting in favor
Motion carried unanimously (5-0)
Order #2021-363

2. IT IS ORDERED by the Commissioners' Court of Harrison County, Texas to approve Job Description for 1st Assistant ADA and one (1) Misdemeanor Job Description adjusted for Pre-Trial Diversion (PTD) Program as requested by Reid McCain, Harrison County Criminal District Attorney. Exhibit I-2

ITEM J: Treasurer: No Report Submitted

ITEM K: Elections: No Items Submitted

ITEM L: New Business

Motioned by Comm. Timmins
Seconded by Comm. Ebarb
All members voting in favor
Motion carried unanimously (5-0)
Order #2021-364

1. IT IS ORDERED by the Commissioners' Court of Harrison County, Texas to approve the Lease Rate from Enterprise Fleet Management regarding purchase of Quote No 5729068 2022 Chevrolet Malibu LT 4dr Sedan for the Willoughby Juvenile Center., Quote No: 5955480 – 2022 Ford F-150 truck Constable, Pct. 2 and Quote 5955305-2022 Ford F-150 truck Maintenance Department. Exhibit L-1

Motioned by Comm. Ebarb
Seconded by Comm. Mauldin
All members voting in favor
Motion carried unanimously (5-0)
Order #2021-365

2. IT IS ORDERED by the Commissioners' Court of Harrison County, Texas to approve the FY 2022 TIDC Formula Grant Resolution and authorization for the County Judge to execute and upload to the TID reporting website.. Exhibit L-2

Motioned by Comm. Ebarb
Seconded by Comm. Timmins
All members voting in favor
Motion carried unanimously (5-0)
Order #2021-366

3. IT IS ORDERED by the Commissioners' Court of Harrison County, Texas to approve the Grant Agreement TxDOT CSJ No. 21AWMARSH (Harrison County Airport) between Harrison County and the Texas Department of Transportation and authorization for the County Judge to execute said agreement. Exhibit L-3

Motioned by Comm. Timmins
Seconded by Comm. Mauldin
All members voting in favor
Motion carried unanimously (5-0)
Order #2021-367

4. IT IS ORDERED by the Commissioners' Court of Harrison County, Texas the approval subject to ratification in Open Court the Subscription License and Services Agreement with Tyler Technologies, Inc. for the county Clerk's Office. Exhibit L-4

Motioned by Comm. Timmins
Seconded by Comm. Ebarb
All members voting in favor
Motion carried unanimously (5-0)
Order #2021-368

5. IT IS ORDERED by the Commissioners' Court of Harrison County, Texas the approval ratification in Open Court the LESO Application for Participation/Authorized Screens Letter and state Plan of Operations for the Sheriff's Department. Exhibit L-5

Motioned by Comm. Ebarb
Seconded by Comm. Timmins
All members voting in favor
Motion carried unanimously (5-0)
Order #2021-369

6. IT IS ORDERED by the Commissioners' Court of Harrison County, Texas the approval the Resolution allocating spending of County Assistance District Sales Tax for County Roads, Sheriff's Department, Litter, and ESD's as determined by the Commissioner's Court, if created and approved by Harrison County voters in the November 2, 2021 Election. Exhibit L-6

Court Recessed at 10:30 a.m.

Court Reconvened at 10:41 a.m.

PUBLIC MEEETING - WORKSHOP SESSION – REGARDING REDISTRICTING FOR HARRISON COUNTY. (Zoom Presentation by Mike Morrison)

ADJOURNMENT:

With no further business to come before the Court for consideration and action, the motion was made by Commissioner Timmins and seconded by Commissioner Mauldin to adjourn the meeting. Motion carried unanimously (5-0). Meeting adjourned at 10:58 a.m.

ATTEST:



**Elizabeth James, County Clerk
Harrison County, Texas**

APPROVED:



**Chad Sims, County Judge
Harrison County, Texas**

Minutes approved on 11-9-21.