



**County Judge
CHAD SIMS
Harrison County**

#1 Peter Whetstone Square, Room 314
Marshall, Texas 75670
903-935-8401
903-935-4853 Fax
Charlene Graff, Judicial Admin. Assist.

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 7th day of December, 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: "RECOGNITION OF THE HARRISON COUNTY EXTENSION VOLUNTEER OF THE YEAR: THE DILLARD FAMILY"

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.

1. Consideration and approval regarding Line Item Transfers.
2. Consideration and approval of payment of Regular Bills.
3. Consideration and approval of November 24, 2021 Payroll.

4. Consideration and action regarding the approval of the corrected copy of the FY21 Statement of Financial Position for Community Supervision and Correctional Department as required by Local Government Code, Section 14.004 as the state is requiring the county to refund \$0.57.

5. Consideration and action to accept, certify new revenue and approve a budget amendment pursuant to LGC 111.0108 for donation received by Harrison County in the amount of \$142,084.88 and approve the associated expenditure line item

B. COUNTY CLERK:

1. Consideration and approval of transcribed minutes of Commissioner's Court Meeting(s) of November 9, 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:

Gemini Carthage Pipeline, LLC
Etex Telephone Cooperative
Etex Telephone Cooperative
Etex Telephone Cooperative
Etex Telephone Cooperative
Etex Telephone Cooperative
Etex Telephone Cooperative

Riley Road, CR 1144
Oscar Ragon Rd., CR4715
Simmons Rd, CR 4503
Davidson RD, CR 4501
Simmons Rd., CR 4503
Smyrna Cutoff Rd, CR 4604
Davidson Rd. , CR 4501

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 action regarding the approval of the 2022 CJD Body Worn Camera Grant Program via ETCOG for HCSO Jail Systems and Fire Marshal's Office.

2. Consideration and action regarding the approval of a budget amendment to create cellphone allowance slots in the amount of \$40.00 each for the Sheriff's Crime Scene Investigator and the Sheriff's Office Administrative Jail Sgt. positions and amend the employee slot list to reflect allotted changes.

3. Consideration and action regarding the approval of the Enterprise quote for Chevrolet Malibu for the Replacement for Unit 8773 for Hilton Poindexter

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.

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 quote for the F-150 Lariat Q6092404 – Fire Marshal’s Office for the Replacement Quote 10299 for the F-150 Lariat.

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 Revision of Personnel Policies related to Compensation Plan, Working out of Class, Entrance Salary, Promotions Guidelines, Demotions and Transfers to exclude Sheriff’s Office employees as approved in the FY 2021-2022 budget.

3. Consideration and approval of the Sick Leave Pool Board of Directors as of 1/1/2022 with changes in term and replacement of 1 Board Member as indicated.

4. Consideration and action to elect HIPAA OPT OUT Exemptions as a Self-funded Plan from certain requirements through Harrison County Employee Benefit Plan for calendar year January 1 - December 31, 2022.

5. Consideration and approval of Revised Job Description as submitted by Department Heads for Chief Deputy Tax Assessor, Senior Deputy Tax Assessor and Deputy Tax Assessor.

J. TREASURER:

1. Consideration and action regarding the approval of Treasurer’s Monthly Report for October, 2021 and authorization to publish on the county website pursuant to LGC Section 114.026.

2. Consideration and approval of the Harrison County Treasurer’s Investment Report for October 2021.

3. Consideration and approval of Quarterly Fees paid to the State Comptroller by the County Treasurer for July through September 2021

K. ELECTIONS: NO ADMINISTRATIVE REPORT RECEIVED

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

1. PUBLIC HEARING – ELECTION PRECINCTS VOTING BOXES REDISTRICTING BOUNDARIES.

2. Consideration and action regarding the approval of the Resolution designating the 2020 Redistricting Boundaries Election Precincts Voting Boxes for Harrison County.

3. PUBLIC HEARING – IMPLEMENTATION OF COUNTY WIDE VOTING PROGRAM

4. Consideration and action regarding the approval of the Resolution for the implementation of the County Wide Voting Program.

L. NEW BUSINESS:

1. Consideration and action of approval subject to ratification in Open Court the request for publication for Notice of Public Hearing regarding the implementation of the County Wide Voting System in Harrison County.

EXECUTIVE SESSION

1. Call of Court to Executive Session pursuant to Government Code Section 551.072 (personnel matters) relating to Harrison County.

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: December 3, 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.)

**REGULAR MEETING OF THE COMMISSIONERS' COURT
HELD IN THE HISTORIC HARRISON COUNTY COURTHOUSE
MARSHALL, TEXAS
THIS THE 7TH DAY OF DECEMBER, 2021**

BE IT REMEMBERED that at 9:00 a.m. on the 7th of December, 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: "RECOGNITION OF THE HARRISON COUNTY EXTENSION VOLUNTEER OF THE YEAR: THE DILLARD FAMILY"

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: Administrative Report: No action to be taken- submission of financial reports.

Motioned by Comm. Ebarb
Seconded by Comm. Timmins
All members voting in favor
Motion carried unanimously (5-0)
Order #2021-438

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

Motioned by Comm. Timmins
Seconded by Comm. Mauldin
All members voting in favor
Motion carried unanimously (5-0)
Order #2021-439

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 #2021-440

3. IT IS ORDERED by the Commissioners' Court of Harrison County, Texas to approve the November 24, 2021 County Payroll as submitted. Exhibit A-3

Motioned by Comm. Ebarb
Seconded by Comm. Timmins
All members voting in favor
Motion carried unanimously (5-0)
Order #2021-441

4. IT IS ORDERED by the Commissioners' Court of Harrison County, Texas to approve the correct copy of the FY21 Statement of Financial Position for Community Supervision and Correctional Department as required by Local Government Code, Section 14.004 as the state is requiring the county to refund \$0.57. Exhibit A-4

Motioned by Comm. Hatfield
Seconded by Comm. Mauldin
All members voting in favor
Motion carried unanimously (5-0)
Order #2021-442

5. IT IS ORDERED by the Commissioners' Court of Harrison County, Texas approve a budget amendment pursuant to LGC 111.0108 for a grant received by Harrison County in the amount of \$142,084.88 and approve the associated expenditure line item. Exhibit A-5

Noted for Record: Amended Order to show this is a Grant the County Received.

ITEM B: County Clerk:

Motioned by Comm. Timmins
Seconded by Comm. Mauldin
All members voting in favor
Motion carried unanimously (5-0)
Order #2021-443

1. IT IS ORDERED by the Commissioners' Court of Harrison County, Texas to approve the minutes of Commissioner's Court Meeting(s) for November 9, 2021. Exhibit B-1

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. Timmins
Seconded by Comm. Ebarb
All members voting in favor
Motion carried unanimously (5-0)
Order #2021-444

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. Ebarb
Seconded by Comm. Timmins
All members voting in favor
Motion carried unanimously (5-0)
Order #2021-445

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

Gemini Carthage Pipeline, LLC	Riley Road, CR 1144
Etex Telephone Cooperative	Oscar Ragon Rd, CR 4715
Etex Telephone Cooperative	Simmons Rd, CR 4503
Etex Telephone Cooperative	Davidson Rd, CR 4501
Etex Telephone Cooperative	Simmons Rd, CR 4503
Etex Telephone Cooperative	Smyrna Cutoff Rd, CR 4604
Etex Telephone Cooperative	Davidson Rd, CR 4501

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. November 3, 2021 to November 30, 2021 Exhibit D

Total Calls **2929** Criminal Reports (CID) **44**

Arrest HCSO **91 (figure includes Deputies & booking Jailers)**

Traffic Citations Issued **90** Mental **1**

Transport/Warrants Office **34** Transports
4761 Mileage

Civil Process: Legal Documents Received **94**

Served: **44** Personal Service
12 Indictment Precepts served in Jail
17 Tax Postings
21 CCL/DC Postings
1 Harrison Central Appraisal District Tax Sales

0 Harrison Central Appraisal District Tax Sales (Tues., November 2, 2021)

Total Served 95

Juror Notices 800

Grand Juror Notices 200

12-1-2021 @ 10:56 A.M. Jail Population: 266

**11-3-2021 TO 11-30-2021 Contract Inmate Billing Out of County & Federal:
Marion (1) U.S. Marshal (21) Total 23**

Motioned by Comm. Hatfield
Seconded by Comm. Ebarb
All members voting in favor
Motion carried unanimously (5-0)
Order #2021-446

1. IT IS ORDERED by the Commissioners' Court of Harrison County, Texas to approve the 2022 CJD Body Worn Camera Grant Program via ETCOG for HCSO Jail Systems and Fire Marshal's Office. Exhibit D-1

Motioned by Comm. Timmins
Seconded by Comm. Mauldin
All members voting in favor
Motion carried unanimously (5-0)
Order #2021-447

2. IT IS ORDERED by the Commissioners' Court of Harrison County, Texas to approve a budget amendment to create cellphone allowance slots in the amount of \$40.00 each for the Sheriff's Crime Scene Investigator and the Sheriff's Office Administrative Jail Sgt. Positions and amend the employee slot list to reflect allotted changes. Exhibit D-2

Motioned by Comm. Ebarb
Seconded by Comm. Mauldin
All members voting in favor
Motion carried unanimously (5-0)
Order #2021-448

3. IT IS ORDERED by the Commissioners' Court of Harrison County, Texas to approve the Enterprise quote for Chevrolet Malibu for the Replacement for Unit 8773 for Hilton Poindexter. Exhibit D-3.

Noted for Record: Amended Order to show this unit is a replacement for Lieutenant Wilhite.

Maintenance Department: Administrative Report: No Action to be taken-

Brad Thomas gave the report concerning repairs and maintenance performed upon county owned premises and equipment; status of ongoing projects, and information concerning planned projects.

ITEM F: Information Technology: No administrative report received: No Action to be taken

ITEM G: Fire Marshal: Duana Couch

Administrative Report: No action to be taken. ----- Concerning on-site sewer facilities activity summary. 11-01-2021 to 11-30-2021. Exhibit G

Dispatched Calls:	132	Office Calls	145
Citations:	01	Inspections:	26
Fire reports requested	04	Fire cases recorded	34
Illegal Dumping Cases	22	Pick up order tickets for litter	07

Litter picked up (cubic feet)

Fire Marshal	1,250
Adult Probation	625
Willoughby	625
Sheriff	<u>1,250</u>
Team Total CF	3,750

Complaints	10	
Notice of Violations	0	
Citations		01
Inspections		27
Utility Hookups		12
Single Family Permits Fee		16= \$5,760.00
Commercial/Multifamily Permit Fee		01= \$ 560.00
Subdivision Review		0= \$ 50.00
Re-inspection Fee		0= \$ 75.00
Total Money Collected		<u>\$6,020.00</u>

Motioned by Comm. Hatfield
Seconded by Comm. Ebarb
All members voting in favor
Motion carried unanimously (5-0)
Order #2021-449

1. IT IS ORDERED by the Commissioners' Court of Harrison County, Texas to approve the quote for the F-150 Lariat Q6092404-Fire Marshal's Office for the Replacement Quote 10299 for the F-150 Lariat. Exhibit G-1

ITEM H: Purchasing: No Items Submitted

ITEM I: Human Resources:

Motioned by Comm. Mauldin
Seconded by Comm. Timmins
All members voting in favor
Motion carried unanimously (5-0)
Order #2021-450

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. Timmins
Seconded by Comm. Hatfield
All members voting in favor
Motion carried unanimously (5-0)
Order #2021-451

2. IT IS ORDERED by the Commissioners' Court of Harrison County, Texas to approve the Revision of Personnel Policies related to Compensation Plan, Working out of Class, Entrance Salary, Promotions Guidelines, Demotions and Transfers to exclude Sheriff's Office employees as approved in the FY 2021-2022 budget. Exhibit I-2

Motioned by Comm. Hatfield
Seconded by Comm. Ebarb
All members voting in favor
Motion carried unanimously (5-0)
Order #2021-452

3. IT IS ORDERED by the Commissioners' Court of Harrison County, Texas to approve the Sick Leave Pool Board of Directors as of 01/01/2022 with changes in term and replacement of 1 Board Member as indicated. Exhibit I-3

Motioned by Comm. Ebarb
Seconded by Comm. Timmins
All members voting in favor
Motion carried unanimously (5-0)
Order #2021-453

4. IT IS ORDERED by the Commissioners' Court of Harrison County, Texas to approve to elect HIPPA OPT OUT Exemptions as a Self-Funded Plan from certain requirements through Harrison County Employee Benefit Plan for calendar year January 1- December 31, 2022.
Exhibit I-4

Motioned by Comm. Mauldin
Seconded by Comm. Ebarb
All members voting in favor
Motion carried unanimously (5-0)
Order #2021-454

5. IT IS ORDERED by the Commissioners' Court of Harrison County, Texas to approve the Revised Job Description as submitted by Department Heads for Chief Deputy Tax Assessor, Senior Deputy Tax Assessor and Deputy Tax Assessor. Exhibit I-5.

ITEM J: Treasurer:

Motioned by Comm. Timmins
Seconded by Comm. Mauldin
All members voting in favor
Motion carried unanimously (5-0)
Order #2021-455

1. IT IS ORDERED by the Commissioners' Court of Harrison County, Texas to approve County Treasurer's Monthly Report for October 2021 and authorization to publish on the county website pursuant to LGC

Section 114.026. Exhibit J-1

Motioned by Comm. Ebarb
Seconded by Comm. Timmins
All members voting in favor
Motion carried unanimously (5-0)
Order #2021-456

2. IT IS ORDERED by the Commissioners' Court of Harrison County, Texas to approve County Treasurers Investment Report for October 2021. Exhibit J-2.

Motioned by Comm. Ebarb
Seconded by Comm. Timmins
All members voting in favor
Motion carried unanimously (5-0)
Order #2021-457

3. IT IS ORDERED by the Commissioners' Court of Harrison County, Texas to approve the Quarterly Fees paid to the State Comptroller by the County Treasurer for July through September 2021. Exhibit J-3.

ITEM K: Elections: No Administrative Report Received

1. PUBLIC HEARING – ELECTION PRECINCTS VOTING BOXES REDISTRICTING BOUNDRIES. Exhibit K-1

Public Hearing Opened @ 10:10 A.M.

Public Hearing Closes @ 10:25 A.M.

Motioned by Comm. Mauldin
Seconded by Comm. Hatfield
All members voting in favor
Motion carried unanimously (5-0)
Order #2021-458

2. IT IS ORDERED by the Commissioners' Court of Harrison County, Texas to approve the Resolution designating the 2020 Redistricting Boundaries Election Precincts Voting Boxes for Harrison County. Exhibit K-2

3. PUBLIC HEARING – IMPLEMENTATION OF COUNTY WIDE VOTING PROGRAM. K-3

Public Hearing Opened @ 10:26 A.M.

Public Hearing Closes @ 10:48 A.M.

Motioned by Comm. Ebarb
Seconded by Comm. Timmins
All members voting in favor
Motion carried unanimously (5-0)
Order #2021-459

4. IT IS ORDERED by the Commissioners' Court of Harrison County, Texas to approve the Resolution for the implementation of the County Wide Voting Program. Exhibit K-4

ITEM L: New Business

Motioned by Comm. Timmins
Seconded by Comm. Mauldin
All members voting in favor
Motion carried unanimously (5-0)
Order #2021-460

1. IT IS ORDERED by the Commissioners' Court of Harrison County, Texas to approve the ratification in Open Court the request for publication for Notice of Public Hearing regarding the implementation of the County Wide Voting System in Harrison County. Exhibit L-1

ADJOURNMENT:

With no further business to come before the Court for consideration and action, the motion was made by Commissioner Mauldin and seconded by Commissioner Timmins to adjourn the meeting. Motion carried unanimously (5-0). Meeting adjourned at 10:50 A.M.

ATTEST:

APPROVED:

Elizabeth James

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

*Wm D Hestfield
FRA-TEM*
**Chad Sims, County Judge
Harrison County, Texas**

Minutes approved on 1-4-2022.