



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.

FILED 2022 MAR 25 AM 11:24

CO. CLERK HARRISON CO.
BY JB DEPUTY

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 29th day of March, 2022, 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:

1. Consideration and approval regarding Line Item Transfers.
2. Consideration and approval of payment of Regular Bills.
3. Consideration and approval of Payroll for March 18, 2022.

4. Consideration and approval of the revised and updated Budget Amendment Policy.
5. Consideration and approval of the revised and updated Fraud Prevention and Detection Policy.
6. Consideration and approval of the revised and updated Travel Policy.
7. Consideration and approval of the revised and updated Budget Transfer Policy.
8. Consideration and approval of the revised and updated Fund Balance Policy.

B. COUNTY CLERK:

1. Consideration and approval of transcribed minutes of Commissioner's Court Meetings of January 26, 2022 and March 1, 2022.

C. ROAD AND BRIDGE DEPARTMENT:

1. Consideration and approval of personnel changes for the Harrison County Road & Bridge Department.
2. Consideration and approval of the revised Notice of Proposed Installation Pipe and/or Utility Lines for Harrison County.
3. Consideration and approval of the utility applications submitted to the Harrison County Road & Bridge Department as follows:

Gum Springs WSC
CenterPoint Energy
3330 James Marshall
Cypress Valley WSC

Rupe Huffman Road, CR 3617
Page Road, CR 3542
CR 4109
1461 Macedonia Rd, CR 4103

4. Consideration and action to approve the Information Sharing Access Agreement (ISAA) between Department of Homeland Security/Federal Emergency Management Agency (DHS/FEMA) and Harrison County.
5. Consideration and action to approve the Pre-Bid Lease/Purchase of (3) Dump Trucks with the Texas Interlocal Purchasing System and to authorize the County Judge to execute any and all documents relating to said Lease/Purchase Agreement for the Road and Bridge Department subject to acceptance of necessary financial agreement.
6. PUBLIC HEARING – Stop Sign Placement on Blalock Road, CR 3503.
7. Consideration and approval of STOP Sign Placement Order #22-108 to place a STOP Sign on Blalock Road/CR3503 at the intersection with Cal Young Road/CR 3500, Pct. 3.
8. PUBLIC HEARING – Replat of Robins Trail Subdivision.
9. Consideration and approval of the Final Plat for the purpose of Replatting Lots in the Private Subdivision "Robins Trail" at the intersection of Central School Road, CR 3702 and FM 450, Pct. 3.
10. Consideration and approval of the of the Final Plat for the Private Subdivision "Belle Hollow" at the intersection of Swanson's Landing Road, CR 2613 and Stateline Road North, CR 2618 in Pct. 1.

D. SHERIFF'S DEPARTMENT:

1. Consideration and approval to amend the Sheriff's Department Petty Cash Policy to reduce it from \$2500.00 to \$2250.00 and continue to use Petty Cash Funds for other than transport expenses.
- 2.. Consideration and approval to accept the donation from David M. Thomas in the amount of \$200.00 each, check # 4588 and check #4632 to be used for the Harrison County Sheriff's Office K9 program.
3. Consideration and approval of Budget Amendment of 2021-2022 Budget in the amount of \$341,293.00 to purchase one LENCO Bearcat MediVac armored vehicle.
4. Consideration and approval to amend the existing agreement between the Harrison County Sheriff's Office and Texas State University #TXST-IA=2022-7262-TSSC to increase the maximum number of buy/stings from 125 to 175 at a rate of \$125 per buy/sting not to exceed from \$15,625 to \$21,875.00.
5. Consideration and approval for the Harrison County Sheriff's Office Chapter 59 Forfeiture Budget.

E. MAINTENANCE DEPARTMENT:

F. INFORMATION TECHNOLOGY:

G. FIRE MARSHAL:

H. PURCHASING:

1. Consideration and approval to declare listed fixed assets as salvage and or surplus and to appropriately dispose of said items.

I. HUMAN RESOURCES:

1. Consideration and approval of the Personnel Actions.

J. TREASURER:

K. ELECTIONS:

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

1. Consideration and approval of the Polling Places for the May 7, 2022 City/School/Amendment Election as submitted by Donald Robinette, Election Administrator.
2. Consideration and approval of the Contracts for City of Marshall, City of Longview, Waskom ISD, New Diana ISD, Ore City ISD for the May 7, 2022 Election.
3. PUBLIC HEARING – COUNTY WIDE VOTING PROGRAM
4. Consideration and approval of the submission of the letter by County Judge, Chad Sims, for the "Successful Designation" of the Harrison County Wide Voting Program,

L. NEW BUSINESS:

1. Consideration and approval of the Notice of Construction (NOC) forms to be submitted to TCEQ for the Harrison County Airport.
2. Consideration and approval of the TAC Cybersecurity Course Enrollment Form for Harrison County.
3. Consideration and action regarding the approval of the Resolution of Support related to I-20 Corridor rail route.
4. Consideration and approval of the Bond and Oath for Veronica King, Assessor and Collector for Harrison County.
5. Consideration and approval of the Proclamation declaring March 21-24, 2022 as Farm-City Week in Harrison County.
6. Consideration and approval to utilize three full-time vacant Juvenile Supervisions Officer positions for the Willoughby Juvenile Detention Center as three part time Juvenile Supervision Officer's positions with each position to be allotted 28 hours each week or 1,456 hours yearly at the pay rate of \$12.5413 hr. or \$21,172.13 annually.
7. Consideration and approval of 2021-2022 Annual Contracts to include ESD No 2, Historical Society, Women's Center of East Texas and with payment of budgeted amounts in the FY 2021-2022 budget for each contract and authorization for the County Judge to execute said contracts.
8. Consideration and action regarding the approval of payment to Gum Springs WSC, in the amount of \$200,000.00 and Cypress Valley WSC, and Blocker Crossroads WSC in the amount of \$100,000.00 each as the allotted amounts provided in the ARP Grant for the Water Supply Corporations.

ADJOURN



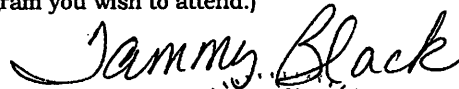
CHAD SIMS, COUNTY JUDGE

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: March 25, 2022

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 29th DAY OF MARCH, 2022**

BE IT REMEMBERED that at 9:00 a.m. on the 29th of March, 2022 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
Ann Turner,	Chief Deputy
Becky Haynes,	County Auditor

ANNOUNCEMENTS: County Judge Chad Sims announced the Prayer force will be on Friday evening starting at 6:00 P.M. at the Convention Center.

Declare A Quorum Present:

When the following were heard and the following Orders passed:

Call to Order by the County Judge, Chad Sims, at 9:03 a.m.

ITEM A: County Auditor No Administrative Report

1. No Action to be taken: No line item transfers submitted for approval for A-1.

Motioned by Comm. Ebarb
Seconded by Comm. Mauldin
All members voting in favor
Motion carried unanimously (5-0)
Order #2022-97

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. Timmins
All members voting in favor
Motion carried unanimously (5-0)
Order #2022-98

3. IT IS ORDERED by the Commissioners' Court of Harrison County, Texas to approve the March 18, 2022 County Payroll as submitted. Exhibit A-3

Motioned by Comm. Timmins
Seconded by Comm. Hatfield
All members voting in favor
Motion carried unanimously (5-0)
Order #2022-99

4. IT IS ORDERED by the Commissioners' Court of Harrison County, Texas to approve the revised and updated Budget Amendment Policy. Exhibit A-4

Motioned by Comm. Mauldin
Seconded by Comm. Ebarb
All members voting in favor
Motion carried unanimously (5-0)
Order #2022-100

5. IT IS ORDERED by the Commissioners' Court of Harrison County, Texas to approve the revised and updated Fraud Prevention and Detection Policy. Exhibit A-5

Motioned by Comm. Timmins
Seconded by Comm. Ebarb
All members voting in favor
Motion carried unanimously (5-0)
Order #2022-101

6. IT IS ORDERED by the Commissioners' Court of Harrison County, Texas to approve the revised and updated Travel Policy. Exhibit A-6

Motioned by Comm. Hatfield
Seconded by Comm. Timmins
All members voting in favor
Motion carried unanimously (5-0)
Order #2022-102

7. IT IS ORDERED by the Commissioners' Court of Harrison County, Texas to approve the revised and updated Budget Transfer Policy. Exhibit A-7

Motioned by Comm. Mauldin
Seconded by Comm. Ebarb
All members voting in favor
Motion carried unanimously (5-0)
Order #2022-103

8. IT IS ORDERED by the Commissioners' Court of Harrison County, Texas to approve the revised and updated fund Balance Policy. Exhibit A-8

ITEM B: County Clerk:

Motioned by Comm. Timmins
Seconded by Comm. Ebarb
Motion carried (4-1)
No Vote by Com. Hatfield
Order #2022-104

1. IT IS ORDERED by the Commissioners' Court of Harrison County, Texas to approve the transcribed minutes of Commissioner's Court Meetings of January 26, 2022 and March 1, 2022. Exhibit B-1.

ITEM C: Road and Bridge Department: No Administrative Report

Motioned by Comm. Hatfield
Seconded by Comm. Ebarb
All members voting in favor
Motion carried unanimously (5-0)
Order #2022-105

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. Timmins
Seconded by Comm. Mauldin
All members voting in favor
Motion carried unanimously (5-0)
Order #2022-106

2. IT IS ORDERED by the Commissioners' Court of Harrison County, Texas to approve the revised Notice of Proposed Installation Pipe and/or Utility Lines for Harrison County.
No Exhibit

Motioned by Comm. Ebarb
Seconded by Comm. Mauldin
All members voting in favor
Motion carried unanimously (5-0)
Order #2022-107

3. 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-3.

Gum Springs WSC
CenterPoint Energy
Cypress Valley WSC
Cypress Valley WSC

Rupe Huffman Road, CR 3617
Page Road, CR 3542
3300 James Marshall Road, CR 4109
1461 Macedonia Rd, CR 4103

Correction made on Cypress Valley WSC 3300 James Marshall Road, CR 4109.

Motioned by Comm. Timmins
Seconded by Comm. Hatfield
All members voting in favor
Motion carried unanimously (5-0)
Order #2022-108

4. IT IS ORDERED by the Commissioners' Court of Harrison County, Texas to approve the Information Sharing Access Agreement (ISAA) between Department of Homeland Security/Federal Emergency Management Agency (DHS/FEMA) and Harrison County. Exhibit C-4

Motioned by Comm. Ebarb
Seconded by Comm. Timmins
All members voting in favor
Motion carried unanimously (5-0)
Order #2022-109

5. IT IS ORDERED by the Commissioners' Court of Harrison County, Texas to approve the Pre-Bid Lease/Purchase of (3) Dump Trucks with the Texas Interlocal Purchasing System and to authorize the County Judge to execute any and all documents relating to said Lease/Purchase Agreement for the Road and Bridge Department subject to acceptance of necessary financial agreement. Exhibit C-5

6. PUBLIC HEARING- Stop Sign Placement on Blalock Road, CR 3503. Exhibit C-6.

Public Hearing Opened @ 9:19 A.M.

Public Hearing Closed @ 9:20 A.M.

Motioned by Comm. Mauldin
Seconded by Comm. Ebarb
All members voting in favor
Motion carried unanimously (5-0)
Order #2022-110

7. IT IS ORDERED by the Commissioners' Court of Harrison County, Texas to approve the STOP Sign Placement Order # 22-108 to place a STOP Sign on Blalock Road/CR3503 at the intersection with Cal Young Road/CR 3500, Pct.3. Exhibit C-7

8. PUBLIC HEARING- Replat of Robins Trail Subdivision.

Public Hearing Opened @ 9:22 A.M.

Public Hearing Closed @ 9:22 A.M.

9. Consideration and approval of the Final Plat for the purpose of Replatting Lots in the Private Subdivision "Robins Trail" at the intersection of Central School Road, CR 3702 and FM 450, Pct. 3. Exhibit C-9

Request made to review and update Subdivision Rules. Commissioners passed over Item #9 until subdivision rules are updated.

10. Consideration and approval of the Final Plat for the Private Subdivision "Belle Hollow" at the intersection of Swanson's Landing Road. CR 2613 and Stateline Road North, CR 2618 in Pct, 1. Exhibit C-10

Request made to review and update Subdivision Rules. Commissioners passed over Item #10 until subdivision rules are updated.

ITEM D: Sheriff Department: No Administrative Report Given

Motioned by Comm. Ebarb
Seconded by Comm. Timmins
All members voting in favor
Motion carried unanimously (5-0)
Order #2022-111

1. IT IS ORDERED by the Commissioners' Court of Harrison County, Texas to approve to amend the Sheriff's Department Petty Cash Policy to reduce it from \$2500.00 to \$2250.00 and continue to use Petty Cash Funds for other than transport expenses. Exhibit D-1

Motioned by Comm. Hatfield
Seconded by Comm. Timmins
All members voting in favor
Motion carried unanimously (5-0)
Order #2022-112

2. IT IS ORDERED by the Commissioners' Court of Harrison County, Texas to approve to accept the donation from David M. Thomas in the amount of \$200.00 each, check # 4588 and check # 4632 to be used for the Harrison County Sheriff's Office K9 program. Exhibit D-2.

Motioned by Comm. Ebarb
Seconded by Comm. Timmins
All members voting in favor
Motion carried unanimously (5-0)
Order #2022-113

3. IT IS ORDERED by the Commissioners' Court of Harrison County, Texas to approve the Budget Amendment of 2021-2022 Budget in the amount of \$341,293.00 to purchase one Lenco Bearcat MediVac armored vehicle. Exhibit D-3

Motioned by Comm. Ebarb
Seconded by Comm. Mauldin
All members voting in favor
Motion carried unanimously (5-0)
Order #2022-114

4. IT IS ORDERED by the Commissioners' Court of Harrison County, Texas to approve to amend the existing agreement between the Harrison County Sheriff's Office and Texas State University #TXST-IA=2022-7262-TSSC to increase the maximum number of buy/stings from 125 to 175 at a rate of \$125 per buy/sting not to exceed from \$15,625.00 to \$21,875.00. Exhibit D-4

Motioned by Comm. Timmins
Seconded by Comm. Hatfield
All members voting in favor
Motion carried unanimously (5-0)
Order #2022-115

5. IT IS ORDERED by the Commissioners' Court of Harrison County, Texas to approve the Harrison County Sheriff's Office Chapter 59 Forfeiture Budget. Exhibit D-5

ITEM E: Maintenance Department: No Report Submitted

ITEM F: Information Technology: No Items Submitted

ITEM G: Fire Marshal: Duana Couch: No Items Submitted

ITEM H: Purchasing:

Motioned by Comm. Hatfield
Seconded by Comm. Timmins
All members voting in favor
Motion carried unanimously (5-0)
Order #2022-116

1. IT IS ORDERED by the Commissioners' Court of Harrison County, Texas to approve to declare listed fixed assets as salvage and or surplus and to appropriately dispose of said items. Exhibit H-1.

ITEM I: Human Resources:

Motioned by Comm. Mauldin
Seconded by Comm. Timmins
All members voting in favor
Motion carried unanimously (5-0)
Order #2022-117

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

Cherilyn Johnston proposed creating a Harrison County Facebook page for recruiting purposes. No action to be taken and no exhibit to be submitted.

ITEM J: Treasurer: No Items Submitted

ITEM K: Elections: Administrative Report Given

Motioned by Comm. Timmins
Seconded by Comm. Mauldin
All members voting in favor
Motion carried unanimously (5-0)
Order #2022-118

1. IT IS ORDERED by the Commissioners' Court of Harrison County, Texas to approve the Polling Places for the May 7, 2022 City/School/Amendment Election as submitted by Donald Robinette, Election Administrator. Exhibit K-1

Motioned by Comm. Timmins
Seconded by Comm. Hatfield
All members voting in favor
Motion carried unanimously (5-0)
Order #2022-119

2. IT IS ORDERED by the Commissioners' Court of Harrison County, Texas to approve the Contracts for City of Marshall, City of Longview, Waskom ISD, New Diana ISD, Ore City ISD for the May 7, 2022 Election. Exhibit K-2

3. PUBLIC HEARING—COUNTY WIDE VOTING PROGRAM

Public Hearing opened @ 9:51 A.M.

Public Hearing closed @ 10:00 A.M.

No Exhibit

Motioned by Comm. Ebarb
Seconded by Comm. Timmins
All members voting in favor
Motion carried unanimously (5-0)
Order #2022-120

4. IT IS ORDERED by the Commissioners' Court of Harrison County, Texas to approve the submission of the letter by County Judge, Chad Sims, for the "Successful Designation" of the Harrison County Wide Voting Program. No Exhibit

ITEM L: New Business

Motioned by Comm. Timmins
Seconded by Comm. Hatfield
All members voting in favor
Motion carried unanimously (5-0)
Order #2022-120

1. IT IS ORDERED by the Commissioners' Court of Harrison County, Texas to approve the Notice of Construction (NOC) forms to be submitted to TCEQ for the Harrison County Airport. Exhibit L-1

Motioned by Comm. Hatfield
Seconded by Comm. Ebarb
All members voting in favor
Motion carried unanimously (5-0)
Order #2022-121

2. IT IS ORDERED by the Commissioners' Court of Harrison County, Texas to approve the TAC Cyber Security Course Enrollment Form for Harrison County. Exhibit L-2.

Motioned by Comm. Timmins
Seconded by Comm. Mauldin
All members voting in favor
Motion carried unanimously (5-0)
Order #2022-122

3. IT IS ORDERED by the Commissioners' Court of Harrison County, Texas to approve the Resolution of Support related to I-20 Corridor rail route. Exhibit L-3

Motioned by Comm. Hatfield
Seconded by Comm. Ebarb
All members voting in favor
Motion carried unanimously (5-0)
Order #2022-123

4. IT IS ORDERED by the Commissioners' Court of Harrison County, Texas to approve the Bond and Oath for Veronica King, Tax Assessor and Collector for Harrison County. Exhibit L-4

Motioned by Comm. Ebarb
Seconded by Comm. Mauldin
All members voting in favor
Motion carried unanimously (5-0)
Order #2022-124

5. IT IS ORDERED by the Commissioners' Court of Harrison County, Texas to approve the Proclamation declaring March 21-24, 2022 as Farm City Week in Harrison County. Exhibit L-5

Motioned by Comm. Hatfield
Seconded by Comm. Ebarb
All members voting in favor
Motion carried unanimously (5-0)
Order #2022-125

6. IT IS ORDERED by the Commissioners' Court of Harrison County, Texas to approve to utilize three full-time vacant Juvenile Supervisions Officer positions for the Willoughby Juvenile Detention Center as three part time Juvenile Supervision Officer's positions with each position to be allotted 28 hours each week or 1,456 hours yearly at the pay rate of \$12.5413 hr. or \$21,172.13 annually. No Exhibit

Correction on hourly pay rate \$14.5413 or \$21,172.13 annually. 23-3 pay grade step.

Motioned by Comm. Ebarb
Seconded by Comm. Timmins
All members voting in favor
Motion carried unanimously (5-0)
Order #2022-126

7. IT IS ORDERED by the Commissioners' Court of Harrison County, Texas to approve the 2021-2022 Annual Contracts to include ESD No. 2, Historical Society, Women's Center of East Texas and with payment of budgeted amounts in the FY 2021-2022 budget for each contract and authorization for the County Judge to execute said contracts. Exhibit L-7

Motioned by Comm. Mauldin
Seconded by Comm. Ebarb
All members voting in favor
Motion carried unanimously (5-0)
Order #2022-127

8. IT IS ORDERED by the Commissioners' Court of Harrison County, Texas to approve the payment to Gum Springs, WSC, in the amount of \$200,000.00 and Cypress Valley WSC, and Blocker Crossroads WSC in the amount of \$100,000.00 each as the allotted amounts provided in the ARP Grant for the Water Supply Corporations. Exhibit L-8.

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 10:28 A.M.

ATTEST:


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


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