



## County Judge

**CHAD SIMS**

**Harrison County**

#1 Peter Whetstone Square, Room 314

Marshall, Texas 76670

803-936-8401

803-936-4863 Fax

Charlene Craft, Judicial Admin. Assist.

FILED

2022 JUN -3 AM 10:58

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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 7<sup>th</sup> day of June, 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:

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 Payroll for May 27, 2022.
4. Consideration and approval to enter into an agreement to utilize DebtBook, a cloud based software, to manage leases and subscription-based IT agreements (SBITA) for the county to comply with GASB 87 – Leases and GASB 96-SBITA.

#### B. 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:

Gum Springs WSC                      Central School Road, CR 3702

3. Consideration and approval of Road Damage Money Collected – May 2022 in the amount of \$5,509.87.

4. Consideration and action “to accept” rental agreement for reclaimer & roller as approved in the FY 2021-2022 budget.

**C. 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 David M. Thomas in the amount of \$200.00, which will be used for the Harrison County Sheriff's Office K-9 program.

**D. MAINTENANCE DEPARTMENT:**

**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.

**E. INFORMATION TECHNOLOGY:**

**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.

**F. FIRE MARSHAL:**

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

**G. PURCHASING:**

**H. HUMAN RESOURCES:**

1. Consideration and action to approve the April, 2022 Activity Report – Personnel Actions.

**I. TREASURER:**

1. Consideration and action regarding the approval of Treasurer's Monthly Report for April 2022 and authorization to publish on the county website pursuant to LGC Section 114.026

**J. ELECTIONS:**

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

**K. NEW BUSINESS:**

1. Consideration and action to approve the request by the County Clerk, Liz James, to purchase a Plat Cabinet to be paid from the County Clerk's Record Preservation fund.

2. Consideration and action to approve the renewal of the Facility Use Agreement between Harrison County, Texas and the United States District Court for the Eastern District of Texas for a period of one year for the usage of the Harrison County Historical Courthouse.

3. Consideration and action regarding the request by JP, Pct. 3, Mike Smith for the purchase of glass 2" x 4 1/2 bronze store front double door leading into the Sub-courthouse courtroom in the amount of \$4,422.76 per bid from Harrison County Glass Co. Marshall, Texas.

4. Consideration and approval of the FY 2021-2022 Annual Contracts for ESD No 1, ESD No. 4, ESD No 5, ESD No. 6, ESD No. 7 and ESD NO. 8 with authorization of payment as approved in the FY 2021-2022 budget.

5. Consideration and action to approve the Enterprise Fleet Management Lease purchases as listed below:

a. Quote No. 6425957 2023 Chevrolet Silverado 1500 Series LT w/1LT 4x2 Crew Cab - Constable, Pct. 2.

b. Quote No. 6384889 2023 Chevrolet Silverado 1500 Work Truck 4x2 Crew Cab - Jail

c. Quote No. 6383790 2023 Chevrolet Silverado 1500 LT w/LT 4x4 Crew Cab - Fire Marshal

d. Quote NO. 6351865 (5) 2023 Chevrolet Silverado 1500 Work Truck 4x2 Crew Cab - Road & Bridge Department

e. Quote No. 6388906 2023 Chevrolet 3500 HD Chassis Work Truck 4x2 Regula Cab - Road & Bridge Department.

f. Quote NO. 6351880 2023 Chevrolet Silverado 3500 HD Chassis Work Truck 4x2 Regular Cab - Road & Bridge Department.

**ADJOURN**



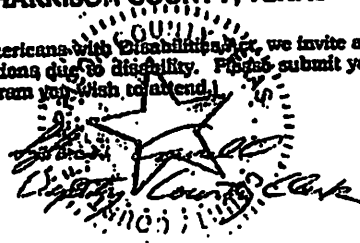
**CHAD SIMS, COUNTY JUDGE**

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: June 3, 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 7TH DAY OF JUNE 2022**

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**BE IT REMEMBERED** that at 9:00 a.m. on the 7<sup>th</sup> of June, 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- Not present
Jay Ebarb,	Commissioner, Precinct #4
Ann Turner,	Liz James County Clerk
Becky Haynes,	County Auditor

**ANNOUNCEMENTS: NONE**

**Declare A Quorum Present:**

When the following were heard and the following Orders passed:

Call to Order by the County Judge, Chad Sims, at 9:06 a.m.

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**ITEM A: County Auditor: Administrative Report: No action to be taken- submission of financial reports.**

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Motioned by Comm. Hatfield  
Seconded by Comm. Ebarb  
All members voting in favor  
Motion carried unanimously (4-0)  
Order #2022-213

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

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Motioned by Comm. Timmins  
Seconded by Comm. Hatfield  
All members voting in favor  
Motion carried unanimously (4-0)  
Order #2022-214

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

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Motioned by Comm. Hatfield  
Seconded by Comm. Timmins  
All members voting in favor  
Motion carried unanimously (4-0)  
Order #2022-215

**3. IT IS ORDERED** by the Commissioners' Court of Harrison County, Texas to approve the May 27, 2022 County Payroll as submitted. Exhibit A-3

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Motioned by Comm. Hatfield  
Seconded by Comm. Timmins  
All members voting in favor  
Motion carried unanimously (4-0)  
Order #2022-216

**4. IT IS ORDERED** by the Commissioners' Court of Harrison County, Texas to approve to enter into an agreement to utilize Debt Book, a cloud based software, to manage leases and subscription-based IT agreements (SBITA) for the county to comply with GASB 87- Leases and GASB 96-SBITA. Exhibit A-4

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**ITEM B: 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 B

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Motioned by Comm. Ebarb  
Seconded by Comm. Hatfield  
All members voting in favor  
Motion carried unanimously (4-0)  
Order #2022-217

**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 B-1.

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Motioned by Comm. Ebarb  
Seconded by Comm. Timmins  
All members voting in favor  
Motion carried unanimously (4-0)  
Order #2022-218

**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 B-2.

Gum Springs WSC

Central School Road, CR 3702

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Motioned by Comm. Timmins  
Seconded by Comm. Ebarb  
All members voting in favor  
Motion carried unanimously (4-0)  
Order #2022-219

**3. IT IS ORDERED** by the Commissioners' Court of Harrison County, Texas to approve the Road Damage Money Collected- May 2022 in the amount of \$5,509.87. Exhibit B-3.

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Motioned by Comm. Ebarb  
Seconded by Comm. Timmins  
All members voting in favor  
Motion carried unanimously (4-0)  
Order #2022-220

**4. IT IS ORDERED** by the Commissioners' Court of Harrison County, Texas to approve "to accept" rental agreement for declaimer & roller as approved in the FY 2021-2022 budget.  
Exhibit B-4

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**ITEM C: 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. May 4, 2022 to May 31, 2022 Exhibit C**

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Total Calls **2373**                      Criminal Reports (CID) **37**

Arrest HCSO **85 (figure includes Deputies & booking Jailers)**

Traffic Citations Issued **42**                      Mental **3**

Transport/Warrants Office **27** Transports  
**5,559** Mileage

Civil Process: Legal Documents Received **128**

Served: **43** Personal Service  
**26** Indictment Precepts served in Jail  
**27** Tax Postings  
**18** CCL/DC Postings  
**1** Harrison Central Appraisal District Tax Sales

Total Served            **115**

Juror Notices            **2000**  
Grand Juror Notices    **0**  
**06-01-2022 Jail Population: 284**

**5-4-2022 TO 5-31-2022 Contract Inmate Billing Out of County & Federal:  
Marion (4) U.S. Marshal (28) Total 32**

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Motioned by Comm. Ebarb  
Seconded by Comm. Timmins  
All members voting in favor  
Motion carried unanimously (4-0)  
Order #2022-221

**1. IT IS ORDERED** by the Commissioners' Court of Harrison County, Texas to approve to accept a donation from David M. Thomas in the amount of \$200.00, which will be used for the Harrison County Sheriff's Office K-9 Program. Exhibit C-1

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**ITEM D: Maintenance Department: No Administrative Report Given**

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**ITEM E: Information Technology: No Administrative Report Given**

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**ITEM F: Fire Marshal: Duana Couch**

**Administrative Report: No action to be taken. -----** Concerning on-site sewer facilities activity summary. 05-01-2022 to 05-31-2022. Exhibit F

Dispatched Calls:	133	Office Calls	149
Citations:	0	Inspections:	33
Fire reports requested	04	Fire reports written	44
Forestry calls	02 (11 Acres)	Illegal Dumping Cases	28
Pick up order tickets for litter	10		

Litter picked up (cubic feet)

Fire Marshal	1,875
Adult Probation	1,250
Willoughby	850
Sheriff	<u>1,250</u>
Team Total CF	5,225

OSSF:

Complaints 05

Notice of Violations 05

Citations 00

Inspections 22

Utility Hookups 33

1-Single Family Permits Fee 25 = \$9,000.00

Commercial/Multifamily Permit Fee 01 = \$ 560.00

Subdivision Review 02 = \$ 100.00

Insufficient Check Fee 0 = \$ 50.00

Total Money Collected \$9,660.00

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**ITEM G: Purchasing: No Items Submitted**

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**ITEM H: Human Resources:**

Motioned by Comm. Hatfield  
Seconded by Comm. Timmins  
All members voting in favor  
Motion carried unanimously (4-0)  
Order #2022-222

**1. IT IS ORDERED** by the Commissioners' Court of Harrison County, Texas to approve the April, 2022. Activity Report- Personnel Actions. Exhibit H-1

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**ITEM I: Treasurer:**

Motioned by Comm. Timmins  
Seconded by Comm. Ebarb  
All members voting in favor  
Motion carried unanimously (4-0)  
Order #2022-223

**1. IT IS ORDERED** by the Commissioners' Court of Harrison County, Texas to approve the Treasurer's Monthly Report for April 2022 and authorization to publish on the county website pursuant to LGC Section 114.026. Exhibit I-1

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**ITEM J: Elections: No Administrative Report Given- No Items Submitted**

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**ITEM K: New Business**

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Motioned by Comm. Timmins  
Seconded by Comm. Hatfield  
All members voting in favor  
Motion carried unanimously (4-0)  
Order #2022-224

**1. IT IS ORDERED** by the Commissioners' Court of Harrison County, Texas to the approve the request by the County Clerk, Liz James, to purchase a Plat Cabinet to be paid from the County Clerk's Record Preservation fund. Exhibit K-1

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Motioned by Comm. Timmins  
Seconded by Comm. Hatfield  
All members voting in favor  
Motion carried unanimously (4-0)  
Order #2022-225

**2. IT IS ORDERED** by the Commissioners' Court of Harrison County, Texas to approval of the renewal of the Facility Use Agreement between Harrison County, Texas and the United States District Court for the Eastern District of Texas for a period of one year for the usage of the Harrison County Historical Courthouse. Exhibit K-2

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**3. No Action Taken:** Consideration and action regarding the request buy JP, 3 Mike Smith for the purchase of glass 2" x 4 ½ bronze store front double door leading into the Sub-Courthouse courtroom in the amount of \$4,422.76 per bid from Harrison County Glass Co. Marshall, Texas. Exhibit K-3

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Motioned by Comm. Ebarb  
Seconded by Comm. Timmins  
All members voting in favor  
Motion carried unanimously (4-0)  
Order #2022-226

**4. IT IS ORDERED** by the Commissioners' Court of Harrison County, Texas to approve the FY 2021-2022 Annual Contracts for ESD No. 1, ESD No. 4, ESD No. 5, ESD No. 6, ESD No. 7, and ESD No. 8 with authorization of payment as approved in the FY 2021-2022 budget. Exhibit K-4

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Motioned by Comm. Hatfield  
Seconded by Comm. Timmins  
All members voting in favor  
Motion carried unanimously (4-0)  
Order #2022-227

**5. IT IS ORDERED** by the Commissioners' Court of Harrison County, Texas to approve the Enterprise Fleet Management Lease purchases as listed below:

- A. Quote No. 6425957 2023 Chevrolet Silverado 1500 Series LT w/1LT 4x2 Crew Cab- Constable, Pct. 2.
- B. Quote No. 6384889 2023 Chevrolet Silverado 1500 Work Truck 4x2 Crew Cab- Jail
- C. Quote No. 6383790 2023 Chevrolet Silverado 1500 LT w/ LT 4x4 Crew Cab- Fire Marshal
- D. Quote No. 6351865 (5) 2023 Chevrolet Silverado 1500 Work Truck 4x2 Crew Cab- Road & Bridge Department

- E. Quote No. 6388906 2023 Chevrolet 3500 HD Chassis Work Truck 4x2 Regular Cab-Road & Bridge Department
  - F. Quote No. 6351880 2023 Chevrolet Silverado 3500 HD Chassis Work Truck 4x2 Regular Cab-Road & Bridge Department. Exhibit K-5
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**ADJOURNMENT:**

**With no further business to come before the Court for consideration and action, the motion was made by Commissioner Hatfield and seconded by Commissioner Timmins to adjourn the meeting. Motion carried unanimously (4-0). Meeting adjourned at 09:49 A.M.**

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