

**REGULAR MEETING OF THE COMMISSIONERS' COURT  
HELD IN THE HISTORIC HARRISON COUNTY COURTHOUSE  
MARSHALL, TEXAS  
THIS THE 5TH DAY OF DECEMBER, 2023**

---

**BE IT REMEMBERED** that at 9:00 a.m. on the 5<sup>th</sup> of December 2023, 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. The meeting was open to the public and notices of said meeting were posted as required by law.

Invocation was led by County Judge  
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: Judge Sims announced that there will be a fly in at the airport on December 16, 2023 @ 10:00 a.m.**

**Declare A Quorum Present:**

When the following were heard and the following Orders passed:

Call to Order by the County Judge, Chad Sims, at 9:01 a.m.

//////////

**ITEM A: County Auditor:** Becky Haynes gave Administrative Report: No action to be taken concerning Submission of financial reports. Exhibit-A

//////////

Motioned by Comm. Hatfield  
Seconded by Comm. Timmins  
All members voting in favor  
Motion carried unanimously (5-0)  
Order #2023-464

**Item #1. IT IS ORDERED** by the Commissioners' Court of Harrison County, Texas to approve Line Item Transfers for FY24 for \$5,645.19 as submitted by County Auditor Becky Haynes. Exhibit A-1

//////////

Motioned by Comm. Timmins  
Seconded by Comm. Ebarb  
All members voting in favor  
Motion carried unanimously (5-0)  
Order #2023-465

**Item #2. IT IS ORDERED** by the Commissioners' Court of Harrison County, Texas to approve the payment for Regular Bills in the amount of \$524,461.01. Exhibit A-2

//////////

Motioned by Comm. Hatfield  
Seconded by Comm. Mauldin  
All members voting in favor  
Motion carried unanimously (5-0)  
Order #2023-466

**Item #3. IT IS ORDERED** by the Commissioners' Court of Harrison County, Texas to approve Payroll for November 22, 2023. Exhibit A-3.

//////////

Motioned by Comm. Ebarb  
Seconded by Comm. Hatfield  
All members voting in favor  
Motion carried unanimously (5-0)  
Order #2023-467

**Item #4. IT IS ORDERED** by the Commissioners' Court of Harrison County, Texas to approve new revenue and approve a budget amendment pursuant to LGC 111.0.108 for Supplement Reimbursement received by Harrison County Juvenile Service in the amount of \$78,969 and approve the associated expenditure line items. . Exhibit A-3.

//////////

**Item B: Road and Bridge Department:** Luke Davis gave Administrative Report: -- concerning status of construction, maintenance and repairs of county roads, bridges and right-of-ways also concerning condition of equipment. Exhibit B  
For the record: Road and bridge has issued 67 permits. From October 31, 2023 to November 27, 2023. Rayford's truck and tractor are still in progress to soft cement on Mt Pleasant Rd. They are supposed to start chip sealing on Macedonia Rd they will also be on Airlite Rd this week.

//////////

Motioned by Comm. Hatfield  
Seconded by Comm. Ebarb  
All members voting in favor  
Motion carried unanimously (5-0)  
Order #2023-468

**Item #1. IT IS ORDERED** by the Commissioners' Court of Harrison County, Texas to approve the personnel changes for November 16, 2023 through November 29, 2023, for the Harrison County Road & Bridge Department. Exhibit B-1.

NEW HIRES: None

RESIGNATIONS: None

TERMINATIONS: 1

RETIREMENTS: None

TRANSFER: None

Full Time Employees (53) 47 (Includes the Road Administrator)

F/T Vacancies: 6

Part Time Employees (3) 3

Part Time Vacancy: 0

Temporary (6) 0  
Temp. Vacancies: 6

//////////

Motioned by Comm. Ebarb  
Seconded by Comm. Timmins  
All members voting in favor  
Motion carried unanimously (5-0)  
Order #2023-469

**Item #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

ETEX TELEPHONE COOPERATIVE PERKINS LOOP –CR 4425

//////////

Motioned by Comm. Mauldin  
Seconded by Comm. Ebarb  
All members voting in favor  
Motion carried unanimously (5-0)  
Order #2023-470

**Item #3. IT IS ORDERED** by the Commissioners' Court of Harrison County, Texas to approve private road issuance order #75 FOR PR #3722, located in Pct 3, approximately 1065 feet southwest of the intersection of Walkers Mill Rd (CR 3705) and Hardy Holcomb Road (CR 3710), running northwest off of Walkers Mill Road in the Mill Creek Estate subdivision..  
Exhibit B-2

//////////

**ITEM C: SHERIFF'S DEPARTMENT:** Administrative Report submitted:  
Sheriff B. J. Fletcher gave report for 11-1-2023 to 11-28-2023. No action to be taken ---  
concerning statistics reflecting law enforcement activity, execution of civil responsibilities, jail population, also location of and turnover in prisoners. Exhibit-C

**Total Calls 2131 Criminal Reports (CID) 169 (Assigned Cases) 52**

**Reports Taken: 2224 (Incident/Investigation/Arrest)**

**Arrest HCSO 92 (figure includes Deputies & Booking Jailers)**

**Traffic Contacts: 287 Mental 2**

Transport/Warrants Office                      Transports    39  
Mileage    5136

Civil Process: Legal Documents Received 243

Served: 83 Personal Service

07 Indictment Precepts served in Jail

27 Tax Postings

23 CCL/DC Postings

1 Harrison Central Appraisal District Tax Sales

Total Served                                      141

Juror Notices                                      1000

Grand Juror Notices                              0

11-29-2023 @ 10:07 A.M Jail Population: 245

11-1-2023 to 11-28-2023 Contract Inmates

Marion County (8) US Marshall (18) Total 26  
//////////

Item D: Maintenance Department: No Administrative Report Submitted

//////////

Item E: Information Technology: No Administrative Report Submitted:

//////////

Item F: Purchasing

Motioned by Comm. Hatfield  
Seconded by Comm. Timmins  
All members voting in favor  
Motion carried unanimously (5-0)  
Order #2023-471

**Item #1. IT IS ORDERED** by the Commissioners' Court of Harrison County, Texas to approve the sealed bid specifications for the following bid and authorization of

publication on December 6, 2023 and December 13, 2023 for the notice of bidders: BID #2023-16 RFQ Removal and Transport of Deceased Persons for Harrison County with bid opening on December 20, 2023 in Purchasing Office. Exhibit E-1

**ITEM G: Human Resources:**

//////////

Motioned by Comm. Ebarb  
Seconded by Comm. Timmins  
All members voting in favor  
Motion carried unanimously (5-0)  
Order #2023-472

**Item #1. IT IS ORDERED** by the Commissioners' Court of Harrison County, Texas to approve the 2024 Texas County and District Retirement System (TCDRS) plan. Exhibit H-1

//////////

**ITEM H: Treasurer:** No Administrative Report Submitted:

//////////

**ITEM I: Elections:**

Motioned by Comm. Hatfield  
Seconded by Comm. Ebarb  
All members voting in favor  
Motion carried unanimously (5-0)  
Order #2023-473

**ITEM #1.** Consideration and action, subject to ratification in Open Court, the approval of the Canvass of the Votes for the November 7, 2023 Constitutional Amendment Election. Exhibit I-1

**ITEM J: New Business:**

//////////

Motioned by Comm. Timmins  
Seconded by Comm. Ebarb  
All members voting in favor  
Motion carried unanimously (5-0)  
Order #2023-474

**ITEM #1. IT IS ORDERED** by the Commissioners' Court of Harrison County, to approve the 2023-2024 Annual Contracts and authorization of payment of budgeted amounts in the FY 2023-2024 budget for the contract and authorization for the County Judge to execute said contract..  
Exhibit J-1

Cypress Valley Navigation District  
Harrison County Children Services Board  
Twelve Way Foundation

//////////

Motioned by Comm. Mauldin  
Seconded by Comm. Ebarb  
All members voting in favor  
Motion carried unanimously (5-0)  
Order #2023-475

**ITEM #2. IT IS ORDERED** by the Commissioners' Court of Harrison County, to approve the reappointment of Rande Grotefendt, Carvis Key and Thomas Visage as Fire Commissioners for Harrison County Emergency Services District No. 1 for a term of two years. Exhibit J-2

//////////

Motioned by Comm. Hatfield  
Seconded by Comm. Ebarb  
All members voting in favor  
Motion carried unanimously (5-0)  
Order #2023-476

**ITEM #3. IT IS ORDERED** by the Commissioners' Court of Harrison County, to approve the reappointment of Doug Dotson, Jill Plemmons, and Peggy Anderson as Fire Commissioners for Harrison County Emergency Services District No. 4 for a term of two years. Exhibit J-3

//////////

Motioned by Comm. Ebarb  
Seconded by Comm. Mauldin  
All members voting in favor  
Motion carried unanimously (5-0)  
Order #2023-477

**ITEM #4. IT IS ORDERED** by the Commissioners' Court of Harrison County, to approve the reappointment Adam Shaw, Linda Walker, Josh Cherry and Mike Shaw as Fire Commissioners for Harrison County Emergency Services District No. 6 for a term of two years. Exhibit J-4

//////////

Motioned by Comm. Hatfield  
Seconded by Comm. Ebarb  
All members voting in favor  
Motion carried unanimously (5-0)  
Order #2023-478

**ITEM #5. IT IS ORDERED** by the Commissioners' Court of Harrison County, to approve the reappointment of Zack Thompson and Josh Maness as Fire Commissioners for Harrison County Emergency Services District No. 7 for a term of two years. Exhibit J-5

//////////

Motioned by Comm. Ebarb  
Seconded by Comm. Mauldin  
All members voting in favor  
Motion carried unanimously (5-0)  
Order #2023-479

**ITEM #6. IT IS ORDERED** by the Commissioners' Court of Harrison County, to approve the reappointment of Jeff Coleman as Fire Commissioner for Harrison County Emergency Services District No. 8 for a term of two years. Exhibit J-6

**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 (5-0). Meeting adjourned at 9:29 a.m.**



Date: 1/4/2024





**County Judge  
Harrison County**

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

FILED TO RECORD

2024 DEC 29 AM 9:58

CLERK OF COURTS

BY *JB*

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 2nd day of January, 2024 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 HARRISON COUNTY RETIREE JANICE HUFFMAN, DEPUTY TAX CLERK, TAX ASSESSOR-COLLECTOR OFFICE, FOR HER DEDICATED SERVICE, 10 YEARS AND 3 MONTHS, TO THE CITIZENS OF HARRISON COUNTY"**

**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 December 22, 2023.

### 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:

Rockcliff Energy Operating LLC      1202 Old Town Road

Gum Springs Water Supply Corp      CR 3531 N Page Rd

3. Consideration and action to rescind order #2023-470 for the private road issuance order #75-PR 3722- due to clerical error and road number duplication.

4. Consideration and approval of private road issuance order #76 for PR #3723, located in Precinct 3, approximately 1065 feet southwest of the intersection of Walkers Mill Road (CR 3705) and Hardy Holcomb Road (CR 3710), running northwest off of Walkers Mill Road in the Mill Creek Estates Subdivision.

5. Consideration and approval of the “County Maintenance Certificate” as of December 27, 2023 for the Harrison County Road and Bridge Department.

### 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 action regarding the approval and acceptance of the 2024 Chevrolet Silverado 1500 Work Truck 4x2 Crew Cab,(Weight & Measures Truck).

### 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. PURCHASING:**

1. Consideration and approval of the award of Bid #2023-16 RFQ to Cammack Funeral Homes, LLC. for the Removal and Transport of Remains of Deceased Persons for Harrison County and Direct Cremation for Harrison County Deceased Paupers.

**G. HUMAN RESOURCES:**

**H. TREASURER:**

**I. ELECTIONS:**

**J. NEW BUSINESS:**

1. Consideration and action regarding the approval of the Resolution of Support for County Motor Fuel Tax Exemption.
2. Consideration and approval of 2023-2024 Annual Contracts and authorization of payment of budgeted amounts in the FY 2023-2024 budget for the contract and authorization for the County Judge to execute said contract for:

- ESD 1

- ESD 6

- ESD 4

- ESD 7

- ESD 5

- ESD 8

3. Consideration and action regarding the approval of a Resolution of Intent to establish the "Harrison County PACE Program" as set forth in Texas Local Government Code Chapter 399 and to set a Public Hearing for January 16, 2023 at 9:00 a.m. for discussion regarding said program and publication in the local newspaper and Harrison County Economic Development website.

**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 29, 2023

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 [att@hccourtyourtx.com](mailto:att@hccourtyourtx.com) for disability. Please submit your request as far as possible in advance of the program you wish to attend.)

