



**County Judge  
CHAD SIMS  
Harrison County**

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

FILED FOR RECORD

2019 DEC -6 PM 1:23

ELIZABETH JAMES  
CO. CLERK HARRISON CO.

BY ay 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 11<sup>th</sup> day of December, 2019, 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:**

**CALL TO ORDER:**

**DECLARE A QUORUM PRESENT:**

**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.

4. Consideration and action to approve a Budget Amendment pursuant to LGC Sec. 111.0106, SPECIAL BUDGET FOR GRANT OR AID MONEY.

**B. COUNTY CLERK:**

1. Consideration and approval of transcribed minutes of Commissioner's Court Meeting(s) for October 23, 2019 and October 30, 2019.

**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:

Elysian Fields WSC      Old Town Road, CR 1202

3. Public Hearing regarding proposed Speed Limit of 20 mph for entire length of Sitton Dr. CR 1129, Pct. 1.

4. Consideration and approval of Speed Limit Issuance Order 19-168 for CR 1129, Sitton Drive in Pct. 1

**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.

**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. 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.

**G. FIRE MARSHAL:**

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

**H. HUMAN RESOURCES:**

1. Consideration and approval of Personnel Actions as submitted by the Human Resources Department.
2. Consideration and action to approve the Plan Year 2020 COBRA Fees.

**I. PURCHASING:**

1. Consideration and approval of the re-appointment of Kendl Russell as Purchasing Agent for Harrison County with an annual salary of \$39,933 and approval of bond in the amount of \$5,000.

**J. NEW BUSINESS:**

1. Consideration and approval of the re-appointment of Jay Webb and Westy Meisenheimer to serve another term on the Cypress Valley Navigation District Board.
2. Consideration and action to accept the resignation of Jeff Thompson as a member of the Cypress Valley Navigation District Board and appointment of Rick Berry to fill the position.
3. Consideration and approval of the ratification of the request by the Auditor's Office for the transfer of funds in the amount of \$200,000.00 to be transferred from the Group Health Insurance line item (100.409.4205.10) where a check will be cut and placed into the Medical Trust Employer Checking Account for payment of medical claims due and payable on December 5, 2019 in the amount of \$56,708.69 as the Commissioner's Court meeting for payment of regular bills would not be held until December 11, 2019.
4. Consideration and approval of the ratification for authorization to enter into the sales agreement for Transportation Fuel and Heating Oil Purchase for TASB Energy Cooperative Member Purchasers Fixed-Rate with Petroleum Traders Corporation.
5. Consideration and action regarding the ratification of the Budget Amendment to the Harrison County FY 2019-2020 Budget in the amount of \$250,000.00 in support of the construction of the Marshall Animal Shelter with said payment not to be allocated by Harrison County until construction of the new Animal Shelter facility has begun and upon completion of said Animal Shelter, Harrison County will be granted a ten (10) year use for the residents of the county at no fee/charge.

**K. EXECUTIVE SESSION:**

1. Call of Court to Executive Session pursuant to Government Code Section 551.071 (discussion of pending/threatened litigation matters and consultation with attorney), Section 551.072 (real property), Section 551.074, (personnel matters), relating to Harrison County.
2. Consideration and action relating to items discussed in executive session.

**ADJOURN**

  
\_\_\_\_\_  
CHAD SIMS, COUNTY JUDGE

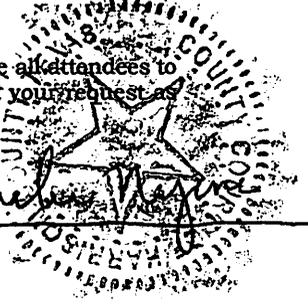
This is to certify that at the time and date stamped hereon, the notice of a meeting, a copy of which is attached hereto, has been filed in my office, and posted on my official bulletin board in the Courthouse, as is required by Texas Government Code, Chapter 551.

Executed on: December 6, 2019

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.)

Deputy Clerk: Amelia Maguire



**REGULAR MEETING OF THE COMMISSIONERS' COURT  
HELD IN THE HISTORIC HARRISON COUNTY COURTHOUSE  
MARSHALL, TEXAS  
THIS THE 11<sup>th</sup> DAY OF December 2019**

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**BE IT REMEMBERED** that at 9:00 a.m. on the 11<sup>th</sup> day of December, 2019, the Honorable Commissioners' Court of Harrison County, Texas met in 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.

Call to Order by Judge Chad Sims at 9:04 a.m.

Invocation was led by 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"

Declare A Quorum Present:

Public Comments: None

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
Becky Haynes,	County Auditor
Liz James,	County Clerk
Bailiff:	Daryl Griffin

When the following were heard and the following Orders passed:

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**ITEM A: County Auditor**

Motioned by Comm. Timmins  
Seconded by Comm. Hatfield  
All members voting in favor  
Motion carried unanimously (5-0)  
Order #2019-445

- 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. Hatfield  
Seconded by Comm. Ebarb  
All members voting in favor  
Motion carried unanimously (5-0)  
Order #2019-446

- 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. Mauldin  
Seconded by Comm. Timmins  
All members voting in favor  
Motion carried unanimously (5-0)  
Order #2019-447

- 3. IT IS ORDERED** by the Commissioners' Court of Harrison County, Texas to approve County Payroll as submitted for payment. Exhibit A-3
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Motioned by Comm. Mauldin  
Seconded by Comm. Ebarb  
All members voting in favor  
Motion carried unanimously (5-0)  
Order #2019-448

- 4. IT IS ORDERED** by the Commissioners' Court of Harrison County, Texas to approve the Budget Amendment pursuant to LGC Sec. 111.0106, Special Budget for Grant of Aid money. Exhibit A-4
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Motioned by Comm. Timmins  
Seconded by Comm. Ebarb  
All members voting in favor  
Motion carried unanimously (5-0)  
Order #2019-449

**ITEM B: County Clerk**

**1. IT IS ORDERED** by the Commissioners' Court of Harrison County, Texas to approve the minutes for Commissioners' Court meeting for October 23, 2019 and October 30, 2019. Exhibit B-1

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**ITEM 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. Exhibit C**

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Motioned by Comm. Hatfield  
Seconded by Comm. Ebarb  
All members voting in favor  
Motion carried unanimously (5-0)  
Order #2019-450

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

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Motioned by Comm. Hatfield  
Seconded by Comm. Timmins  
All members voting in favor  
Motion carried unanimously (5-0)  
Order #2019-451

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

Elysian Fields WSC

Old Town Road, CR 1202

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**3. Public Hearing** regarding proposed Speed Limit of 20 mph for entire length of Sitton Dr. CR 1129, Pct, 1. Exhibit C-3

**No Action Taken**

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Motioned by Comm. Hatfield  
Seconded by Comm. Timmins  
All members voting in favor  
Motion carried unanimously (5-0)  
Order #2019-452

**4. IT IS ORDERED** by the Commissioners' Court of Harrison County, Texas to approve the Speed Limit Issuance Order 19-168 for CR 1129, Sitton Drive in Pct, 1.

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**ITEM D: Sheriff 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. Exhibit D

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**ITEM 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. Exhibit E

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**Item F: 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. Exhibit F

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**Item G: Fire Marshal:**

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

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**Item H: Human Resources:**

Motioned by Comm. Mauldin  
Seconded by Comm. Timmins  
All members voting in favor  
Motion carried unanimously (5-0)  
Order #2019-453

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

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Motioned by Comm. Timmins  
Seconded by Comm. Hatfield  
All members voting in favor  
Motion carried unanimously (5-0)  
Order #2019-454

**2. IT IS ORDERED** by the Commissioners' Court of Harrison County, Texas to approve the Plan Year 2020 COBRA Fees. Exhibit H-2

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**ITEM I: Purchasing:**

Motioned by Comm. Ebarb  
Seconded by Comm. Timmins  
All members voting in favor  
Motion carried unanimously (5-0)  
Order #2019-455

**1. IT IS ORDERED** by the Commissioners' Court of Harrison County, Texas to approve the re-appointment of Kendl Russell as Purchasing Agent for Harrison County with an annual salary of \$41,630.00 and approval of bond in the amount of \$5,000.00. Exhibit I-1

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**ITEM J: NEW BUSINESS:**

Motioned by Comm. Hatfield  
Seconded by Comm. Ebarb  
All members voting in favor  
Motion carried unanimously (5-0)  
Order #2019-456

**1. IT IS ORDERED** by the Commissioners' Court of Harrison County, Texas to approve the re-appointment of Jay Webb and Westy Meisenheimer to serve another term on the Cypress Valley Navigation District Board. Exhibit J-1

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Motioned by Judge. Simms  
Seconded by Comm. Timmins  
All members voting in favor  
Motion carried unanimously (5-0)  
Order #2019-457

**2. IT IS ORDERED** by the Commissioners' Court of Harrison County, Texas to approve the resignation of Jeff Thompson as a member of the Cypress Valley Navigation District Board and appointment of Rick Berry to fill the position. Exhibit J-2

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Motioned by Comm. Timmins  
Seconded by Comm. Hatfield  
All members voting in favor  
Motion carried unanimously (5-0)  
Order #2019-458

**3. IT IS ORDERED** by the Commissioners' Court of Harrison County, Texas to approve the ratification of the request by the Auditor's Office for the transfer of funds in the of \$200,000.00 to be transferred from the Group Health Insurance line item (100.409.4205.10) where a check will be cut and placed into the Medical Trust Employer Checking Account for payment of medical claims due and payable on December 5, 2019 in the amount of \$56,708.69 as the Commissioner's Court meeting for payment of regular bill would not be held until December 11, 2019. Exhibit J-3

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Motioned by Comm. Mauldin  
Seconded by Comm. Timmins  
All members voting in favor  
Motion carried unanimously (5-0)  
Order #2019-459

**4. IT IS ORDERED** by the Commissioners' Court of Harrison County, Texas to approve the ratification for authorization to enter into the sales agreement for Transportation Fuel and Heating Oil Purchase for TASB Energy Cooperative Member Purchasers Fixed-Rate with Petroleum Traders Corporation. Exhibit J-4

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Motioned by Comm. Hatfield  
Seconded by Comm. Mauldin  
Motion carried (4-1) Jay Ebarb Opposed  
Order #2019-460

**5. IT IS ORDERED** by the Commissioners' Court of Harrison County, Texas to approve the ratification of the Budget Amendment to the Harrison County FY 2019-2020 Budget in the amount of \$250,000.00 in support of the construction of the Marshall Animal Shelter with said payment not to be allocated by Harrison County until construction of the new Animal Shelter facility has begun and upon completion of said Animal Shelter, Harrison County will be granted a ten (10) year use for the residents of the county at no fee/charge. Exhibit J-5

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**Regular Session Recessed at 10:01 a.m.**

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**Executive Session opened at 10:13 a.m.**

Call of Court to Executive Session pursuant to Government Code Section 551.071 (discussion of pending/threatened litigation matters and consultation with attorney), Section 551.072 (real property), Section, 551.074 (personnel matters), relating to Harrison County.

**Executive Session Closed at 10:56 a.m.**

**No action regarding Executive Session discussion.**

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**ADJOURNMENT:**

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

**With no further business to come before the Court for consideration and action, the meeting was adjourned at 10:57 a.m.**

**ATTEST:**

  
Elizabeth James, County Clerk  
Harrison County, Texas

**APPROVED:**

  
Chad Sims, County Judge  
Harrison County, Texas

Minutes approved on 1-8-2020.