

MAR 14 2017

State of Texas  
County of Panola

BOBBIE DAVIS  
COUNTY CLERK, PANOLA COUNTY, TEXAS  
BY B. Davis DEPUTY

On this 13th day of February, 2017, the Commissioners' Court of Panola County, Texas met in a Regular Meeting of the Court at 9:00 AM in the Commissioners' Courtroom of said County with the following members of the Court present:

LeeAnn Jones	County Judge
Ronnie LaGrone	Commissioner, Precinct #1
John Gradberg	Commissioner, Precinct #2
Craig M. Lawless	Commissioner, Precinct #3
Dale LaGrone	Commissioner, Precinct #4

Also attending were Bobbie Davis, County Clerk, and Vicki Heinkel, Administrative Assistant to the County Judge. Attached to and made a part of these minutes is a list of other attendees and the office or organization that each represents. The following proceedings were held at this meeting:

**PRAYER:** Commissioner Ronnie LaGrone gave the prayer.

**OPEN MEETING:**

1. **CITIZEN COMMENTS:**

There were no citizen comments.

2. **COMMISSIONERS' REPORTS:**

There were no Commissioners' Reports.

3. **COUNTY JUDGE'S REPORT:**

County Judge LeeAnn Jones recognized and welcomed students Ty Heelly, Ryan Florence, Mitchell Fountain, and Assistant Principal Bryan Tarjick from Panola Charter Schools.

4. **CONSENT ITEMS:**

**PERSONNEL**

- a To record an increase in salary to \$14.50 per hour for Clarissa Monreal, part-time Deputy Clerk with the Panola County Tax Office, effective February 20, 2017.
- b To record the retirement of Linda Pope, a Civil Sergeant with the Panola County Sheriff's Department, effective January 30, 2017.
- c To record a change in status of employment for Denise Gray from Patrol Deputy to Civil Sergeant with the Panola County Sheriff's Department, effective February 4, 2017 at the rate of \$20.86 per hour.
- d To record a change in status of employment for Timothy Windham from Detention Corporal to Patrol Deputy with the Panola County Sheriff's Department effective February 4, 2017 at the rate of \$20.86 per hour.

- e. To record a change in status of employment for Calahan Malone from Detention Officer to Detention Corporal with the Panola County Sheriff's Department, effective February 4, 2017 at the rate of \$16.59 per hour.
- f. To ratify and record a title change from Civil Sergeant to Civil Process Deputy for the Panola County Sheriff's Department effective February 18, 2017.
- g. To record the employment of Josh Helms as a Detention Officer with the Panola County Sheriff's Department effective February 18, 2017 at the rate of \$15.08 per hour.

**ROAD & BRIDGE**

- a. To approve and record a request by Pierce Construction to place a 2" and 8" line within the right-of-way of Panola County Road #463.

**MISCELLANEOUS**

- a. To approve minutes of Commissioners' Court meetings held during the month of January, 2017.
- b. To record Statement of Officer and Oath of Office forms for Panola County Sheriff's Department Reserve Deputy Mitsy Owens.
- c. To record the Racial Profiling Report for Fiscal Year 2016 for Panola County Constable, Precincts #1 & #4, Bryan Murff.
- d. To record The Ohio Casualty Insurance Company Certificate for Panola County Treasurer Chief Deputy Abby Booker.
- e. To record the 2016 Certificate of Completion for the County and District Clerks' Association of Texas for completing 20 hours of Continuing Education for Panola County District Clerk Debra Johnson.
- f. To record the 2016 Certificate of Completion from the Texas District Court Alliance 2016 Workshop for completing 16.5 hours for Panola County District Clerk Debra Johnson.
- g. To record a Certificate of Compliance for the Panola County Jail regarding Jail Inspection.
- h. To record revised Rules of the Panola County District Clerk's Office.
- i. To approve and record the Panola County Treasurer's Third Quarter Report for Fiscal Year 2016.
- j. To authorize the County Auditor to advertise for Request for Proposals for a Justice of the Peace Courts #1 and #2 combined Court Management System. Request for Proposals will be available in the County Judge's Office, 110 S. Sycamore, Room 216-A, Carthage, Texas 75633. Deadline for proposals is Monday, April 10, 2017 at 9:00 AM.
- k. To record a copy of Panola County Juvenile Probation Department proposed Budget Amendment #1 for Fiscal Year 2017; and to record written statement

containing date, time and place said proposed budget amendment will be finalized and adopted.

- l. To approve and record Transfer of Service-Billing Responsibilities from Verizon Wireless with regard to a cell phone used by Linda Pope, a Civil Sergeant with the Panola County Sheriff's Office, effective January 30, 2017.
- m. To approve and record 2016 Budget Amendment No. 19.
- n. To approve and record 2017 Budget Amendment No. 3.
- o. To record a copy of the Panola County Community Supervision and Corrections Department Minutes of Meeting held October 25, 2016; Panola County CSCD Proposed FY-2018 Adult Drug Court Grant application for FY-2018; Panola County CSCD Proposed FY-2018 Adult Drug Court Grant Budget; Panola County CSCD Proposed FY-2017 Program #13 Sex Offender Budget adjustment #1; and to record written statement containing the date, time and place said adjustments, documents, and budgets will be considered for approval.
- p. To record the 2016 Certificate of Membership from the Texas Association of Counties for completing Investment Education for Panola County Treasurer Joni Reed.

**REQUESTS FOR CONFERENCE ATTENDANCE**

- a. To approve and record a Request for Attendance at a Conference form(s) for the following Panola County elected official(s)/employee(s): Panola County Judge LeeAnn Jones; Panola County Commissioner, Precinct #1, Ronnie LaGrone; Panola County Commissioner, Precinct #2, John Gradberg; Panola County Commissioner, Precinct #4, Dale LaGrone; PCSD Jail Administrator Tina McMullen; PCSD Deputy Denise Gray; PCSD Deputy Richard Mojica; Panola County Constable, Precincts #2 & #3, Mitch Norton; Panola County Constable, Precincts #2 & #3, Charles Blue; Panola County 1<sup>st</sup> Assistant Auditor, Jennifer Stacy; and Panola County Justice of the Peace, Precinct #1 & #4, David A. Gray.

Commissioner Ronnie LaGrone moved and Commissioner Craig M. Lawless seconded the motion to approve all the Consent Items. The motion passed unanimously.

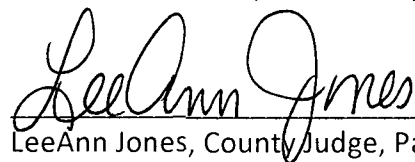
A COPY OF EACH LETTER, AMENDMENT, REQUEST, AND/OR BOND IS ATTACHED TO AND MADE A PART OF MINUTES.

- 5. Commissioner Dale LaGrone moved and Commissioner John Gradberg seconded the motion to approve payment of current Panola County bills as prepared and submitted by the County Auditor. The motion passed unanimously. SEE PAYMENT REGISTER ATTACHED.
- 6. The Court heard a status report from DCP representatives regarding the recent gas pipeline explosion at Panola County Airport-Sharpe Field. SEE INFORMATION ATTACHED.
- 7. The Court heard a status report on delinquent taxes from Tab Beall, attorney, with Perdue, Brandon, Fielder, Collins and Mott, LLP. SEE INFORMATION ATTACHED.
- 8. A sealed bid for an automated ad valorem tax collection system for the Panola County Tax Assessor-Collector was opened. Award of the bid from Pritchard and Abbott, Inc. was tabled until after review, to be considered at a future meeting of the Court.

9. Commissioner Ronnie LaGrone moved and Commissioner Craig M. Lawless seconded the motion to approve approve a form for bids solicited for the purchase of food items for the Panola County Detention Center. The motion passed unanimously. SEE FORM ATTACHED.
10. Commissioner Craig M. Lawless moved and Commissioner Dale LaGrone seconded the motion to approve the posting of a petition to close Panola County Road #3067. The motion passed unanimously. SEE PETITION ATTACHED.
11. Commissioner Dale LaGrone moved and Commissioner Craig M. Lawless seconded the motion to approve the employment of Mark Essery as a Truck Driver with the Panola County Road and Bridge Department, Precinct #4, effective upon successful completion of CDL physical and drug test, at the rate of \$16.57 per hour. The motion passed unanimously.
12. Commissioner Dale LaGrone moved and Commissioner Ronnie LaGrone seconded the motion to approve a quote based on TXMAS Contract No. TXMAS-13-36010 from Kofile Technologies, Inc., DBA Kofile Preservation, Inc. for pre-preservation and archival digitization of historical District Clerk's case files; and to authorize approval of purchase through State TX SmartBuy system and to authorize expenditures from the General Fund 2017 Budget. The motion passed unanimously. SEE INFORMATION AND CONTRACT ATTACHED.
13. Commissioner Ronnie LaGrone moved and Commissioner Craig M. Lawless seconded the motion to approve a proposed election agreement between Gary ISD and Panola County to hold an election in May, 2017. The motion passed unanimously. SEE PROPOSED AGREEMENT ATTACHED.
14. Commissioner Dale LaGrone moved and Commissioner John Gradberg seconded the motion to appoint Jim Stevens, Pastor Carl Anderson, Ms. Fatha Burchette, Sharon Ivy and Steven Hill to the Sexually Oriented Business Order, Permit and License Appeal Board for a one year term commencing February 27, 2017 and ending February 27, 2018. The motion passed unanimously. SEE INFORMATION ATTACHED.
15. Commissioner Ronnie LaGrone moved and Commissioner Craig M. Lawless seconded the motion to approve a proposal from Meadowbrook Funeral Home for the cremation of a Panola County resident. The motion passed unanimously. SEE PROPOSAL ATTACHED.

The meeting was then adjourned.

Dated this 13th day of February, 2017.



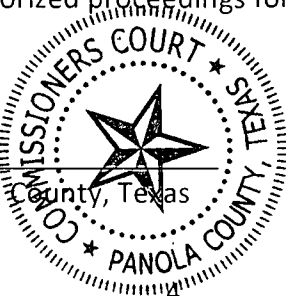
LeeAnn Jones, County Judge, Panola County, Texas

State of Texas  
County of Panola

I, Bobbie Davis, Panola County Clerk, attest that the foregoing is a true and accurate accounting of the Commissioners Court's authorized proceedings for February 13, 2017.



Bobbie Davis, County Clerk, Panola County, Texas



3/13/17

Date