

JAN 09 2018

State of Texas
County of Panola

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

On this 12th day of December, 2017, the Commissioners' Court of Panola County, Texas met in a Regular Meeting of the Court at 1:30 PM 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 Debbie Godwin retiring Library Director, and thanked Debbie for her service

4. **CONSENT ITEMS:**

PERSONNEL

- a. To record the retirement of Brenda Blackwell, Library Cataloging Coordinator for the Sammy Brown Library, effective December 31, 2017.
- b. To record the retirement of Debbie Godwin, Library Director for the Sammy Brown Library, effective December 31, 2017.
- c. To approve and record a change in status of employment for Kim Turner from Children's Coordinator to Library Director with the Sammy Brown Library effective January 1, 2018 at the budgeted rate.
- d. To approve and record the employment of Tanya Millican as the Children's Coordinator with the Sammy Brown Library effective January 1, 2018 (upon successful completion of physical and drug screen) at the budgeted rate.
- e. To record the retirement of Kim Goodwin, Panola County Road and Bridge Warehouse Coordinator, effective August 31, 2018 at 5:00 PM.

- f. To record the retirement of Donald Keith Edgmon, Operator with the Panola County Road and Bridge, Precinct #4, effective December 31, 2017 at 5:00 PM.
- g. To record the status of employment change for Mary Sue Kiper from JP #1 Civil Clerk to JP #1 and JP#2 Civil Clerk, effective January 1, 2018 at \$15.07 per hour.
- h. To record an increase in salary to \$15.07 per hour for Clarissa Monreal, Criminal Clerk in the Panola County Justice of the Peace, Precincts #1 and #4 Offices, effective January 1, 2018.

ROAD & BRIDGE

- a. To approve and record a request by Rockcliff Energy LLC to place a 12 inch temporary water line within the right-of-way of Panola County Roads #302 and #3041.
- b. To approve and record a request by Rockcliff Energy LLC to place a 12 inch temporary water line within the right-of-way of Panola County Road #316.
- c. To approve and record a request by Brammer Engineering, Inc. to place a 10" fresh water line within the right-of-way of Panola County Road #322.

MISCELLANEOUS

- a. To approve minutes of Commissioners' Court meetings held during the month of November, 2017.
- b. To approve and record 2017 Budget Amendment No. 18.
- c. To approve and record 2018 Budget Amendment No. 1.

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 AgriLife Extension Agent Vickie Lacy (2).

Commissioner Dale LaGrone moved and Commissioner Craig M. Lawless seconded the motion to approve 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 Craig M. Lawless moved and Commissioner Ronnie LaGrone 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. Commissioner Ronnie LaGrone moved and Commissioner Craig M. Lawless seconded the motion to approve payment of Panola County Payroll as prepared and submitted by the County Treasurer. The motion passed unanimously. SEE PAYROLL DISTRIBUTION REGISTER ATTACHED.

7. Commissioner John Gradberg moved and Commissioner Dale LaGrone seconded the motion to approve a 2018 Joint Primary Election Services Contract between the Democratic and Republican Parties and Panola County. The motion passed unanimously. SEE RESOLUTION ATTACHED.
8. Commissioner Craig M. Lawless moved and Commissioner Dale LaGrone seconded the motion to award the contract for aviation gasoline 100LL and Jet A Fuel for the Panola County Airport – Sharpe Field for fiscal year 2018 to **Avfuel Corporation**. The motion passed unanimously. SEE BID ATTACHED.
9. Commissioner Dale LaGrone moved and Commissioner Craig M. Lawless seconded the motion to award the contract for Panola County Towing for use by the Panola County Sheriff's Office to **Cutter Towing**. The motion passed unanimously. SEE BID ATTACHED.
10. Commissioner Ronnie LaGrone moved and Commissioner Craig M. Lawless seconded the motion to award the contract for pug milling for use by the Panola County Road and Bridge Department to **Material Resources Inc.** The motion passed unanimously. SEE BID ATTACHED.
11. Commissioner Ronnie LaGrone moved and Commissioner John Gradberg seconded the motion to adopt Resolution #2017-03 regarding the County's Investment Policy. The motion passed unanimously. SEE RESOLUTION AND INFORMATION ATTACHED
12. Commissioner Ronnie LaGrone moved and Commissioner Craig M. Lawless seconded the motion to approve a pipeline right-of-way easement between Panola County Airport – Sharpe Field and Rockcliff Energy Operating LLC. The motion passed unanimously. SEE INFORMATION ATTACHED.
13. Following an explanation by Scott Thomas, Agent with Patterson Insurance Company, Commissioner Ronnie LaGrone moved and Commissioner Craig M. Lawless seconded the motion to approve an airport liability insurance quote from Tokiomarine HCC (US Specialty Insurance Company). The motion passed unanimously. SEE QUOTE ATTACHED.
14. Commissioner Dale LaGrone moved and Commissioner Craig M. Lawless seconded the motion to adopt Order #2017-15 claiming an exemption from competitive bidding for fiscal year 2018 for medical treatment for various offenders housed in the Panola County Detention Center and for indigent residents who qualify pursuant to Texas Local Government Code, Section 262.024(a)(2) and (4). The motion passed unanimously. SEE ORDER ATTACHED.
15. Commissioner Dale LaGrone moved and Commissioner Craig M. Lawless seconded the motion to adopt Order #2017-16 claiming an exemption from competitive bidding for fiscal year 2018 for electric power, gas, water and other utility services. The motion passed unanimously. SEE ORDER AND INFORMATION ATTACHED.
16. Commissioner Ronnie LaGrone moved and Commissioner Craig M. Lawless seconded the motion to adopt Order #2017-17 claiming exemption from competitive bidding and competitive proposal requirements for fiscal year 2018 for food purchases for the Panola County Detention Center. The motion passed unanimously. SEE ORDER ATTACHED.
17. Commissioner Dale LaGrone moved and Commissioner Ronnie LaGrone seconded the motion to adopt Order #2017-18 designating Tuesday following the end of a bi-weekly payroll period for regular meetings of the Commissioners' Court each month. The motion passed unanimously. SEE ORDER ATTACHED.
18. Commissioner Craig M. Lawless moved and Commissioner Dale LaGrone seconded the motion to adopt Order #2017-19 in regard to committing fund balances in compliance with GASB-54. The motion passed unanimously. SEE ORDER ATTACHED.

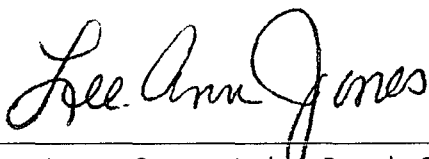
19. Commissioner Ronnie LaGrone moved and Commissioner Craig M. Lawless seconded the motion to approve a proposal from American Elevator Technologies for maintenance of the county elevators for a one (1) year period commencing January 1, 2018 for the elevator located in the Panola County Courthouse and the elevator located in the Panola County Judicial Center. The motion passed unanimously. SEE CONTRACT ATTACHED.
20. Commissioner Dale LaGrone moved and Commissioner Ronnie LaGrone seconded the motion to approve a proposal from Fire and Safety Equipment for fire extinguisher services for a one (1) year period commencing January 1, 2018. The motion passed unanimously. SEE CONTRACT ATTACHED.
21. Commissioner Craig M. Lawless moved and Commissioner Dale LaGrone seconded the motion to approve a proposal from S & W Filter Services for a one (1) year period commencing January 1, 2018. The motion passed unanimously. SEE PROPOSAL ATTACHED.
22. Commissioner Craig M. Lawless moved and Commissioner Ronnie LaGrone seconded the motion to approve a proposal from Paladin Pest Management for pest control for the courthouse, Panola County Judicial Center, Panola County Sheriff's Department, Probation Offices, PC Detention Center, College Street Annex and Panola County Road and Bridge Warehouse for a one (1) year period commencing January 1, 2018. The motion passed unanimously. SEE PROPOSAL ATTACHED.
23. Commissioner Dale LaGrone moved and Commissioner Craig M. Lawless seconded the motion to approve a proposal from Mutual Sprinklers for wet pipe sprinkler system maintenance and inspection services for the Panola County Judicial Center and the Panola County Detention Center for a one (1) year period commencing January 1, 2018. The motion passed unanimously. SEE CONTRACT ATTACHED.
24. Commissioner Ronnie LaGrone moved and Commissioner Craig M. Lawless seconded the motion to approve a proposal from Universal Time Equipment Company for the 2018 annual inspection and testing of fire alarm systems at the Panola County Courthouse, Panola County Judicial Center, Panola County Sheriff's Department and Panola County Detention Center. The motion passed unanimously. SEE PROPOSAL ATTACHED.
25. Commissioner Ronnie LaGrone moved and Commissioner Dale LaGrone seconded the motion to adopt a payment schedule for election workers in elections supervised by Panola County including election judges, alternate election judges and election clerks for fiscal year 2018. The motion passed unanimously. SEE PAYMENT SCHEDULE ATTACHED.
26. Commissioner Dale LaGrone moved and Commissioner Craig M. Lawless seconded the motion to adopt a payment schedule for petit jurors and grand jurors for fiscal year 2018. The motion passed unanimously. SEE PAYMENT SCHEDULE ATTACHED.
27. Commissioner Craig M. Lawless moved and Commissioner Ronnie LaGrone seconded the motion to appoint Steve Conroy and Cliff Todd to the Panola County Airport – Sharpe Field Advisory Board for two year terms commencing January 1, 2018. The motion passed unanimously. SEE APPOINTMENT ATTACHED.
28. Commissioner John Gradberg moved and Commissioner Ronnie LaGrone seconded the motion to appoint Palmer Fuselier and Rebecca Joffrion to the Panola County Emergency Services District No. 1 Board of Fire Commissioners for two year terms commencing January 1, 2018. The motion passed unanimously. SEE APPOINTMENT ATTACHED.
29. Commissioner Ronnie LaGrone moved and Commissioner Craig M. Lawless seconded the motion to approve a health services agreement between Southern Health Partners and

Panola County for inmate health services. The motion passed unanimously. SEE AGREEMENT ATTACHED.

30. Commissioner John Gradberg moved and Commissioner Dale LaGrone seconded the motion to approve an increase in salary to \$16.40 per hour for Todd Ellis, a truck driver with the Panola County Road and Bridge Department, Precinct #2, effective December 25, 2017. The motion passed unanimously. SEE PERSONNEL CHANGE REQUEST ATTACHED.
31. Commissioner John Gradberg moved and Commissioner Craig M. Lawless seconded the motion to approve an increase in salary to \$16.40 per hour for Robert Hodge, a truck driver with the Panola County Road and Bridge Department, Precinct #2 effective December 25, 2017. The motion passed unanimously. SEE PERSONNEL CHANGE REQUEST ATTACHED.
32. Commissioner Dale LaGrone moved and Commissioner Ronnie LaGrone seconded the motion to approve a revision of the Road and Bridge Warehouse Coordinator's job description. The motion passed unanimously. SEE REVISED JOB DESCRIPTION ATTACHED.
33. Commissioner Ronnie LaGrone moved and Commissioner Craig M. Lawless seconded the motion to create an interim Road and Bridge Warehouse Coordinator Trainee position and to approve the job description effective January 1, 2018. The motion passed unanimously. SEE JOB DESCRIPTION ATTACHED.
34. Commissioner Dale LaGrone moved and Commissioner Craig M. Lawless seconded the motion to approve a change in status of employment for Melanie Earle from Floating Secretary with the Panola County Judge's Office to Interim Road and Bridge Warehouse Coordinator Trainee with the Panola County Road and Bridge Department effective January 1, 2018 at the rate of \$15.07 per hour. The motion passed unanimously. SEE LETTER ATTACHED.
35. Commissioner John Gradberg moved and Commissioner Craig M. Lawless seconded the motion to approve an order form between Panola County and Thompson Reuters for services related to the Panola County District Attorney's Office. The motion passed unanimously. SEE ORDER FORM ATTACHED.

The meeting was then adjourned.

Dated this 12th day of December, 2017.

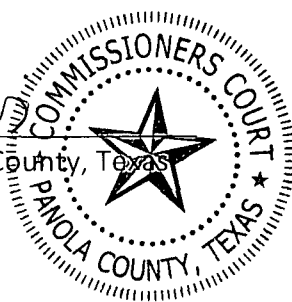


LeeAnn Jones, County Judge, Panola County, Texas
State of Texas
County of Panola

I, Bobbie Davis, Panola County Clerk, attest that the foregoing is a true and accurate accounting of the Commissioners Court's authorized proceedings for December 12, 2017.



Bobbie Davis, County Clerk, Panola County, Texas



1/9/18

Date