

NOV 14 2018

State of Texas
County of Panola

BOBBIE DAVIS
COUNTY CLERK, PANOLA COUNTY, TEXAS

BY B. Davis DEPUTY

On this 2nd day of October, 2018, 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:

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

County Judge LeeAnn Jones was absent. 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: John Gradberg gave the prayer.

OPEN MEETING:

1. CITIZEN COMMENTS:

There were no citizen comments.

2. COMMISSIONERS' REPORTS:

Commissioner Ronnie LaGrone reported that there have been some vandalism and other issues at the Exposition Building, but repairs are being done.

3. COUNTY JUDGE'S REPORT:

Commissioner Ronnie LaGrone reported that County Judge LeeAnn Jones has had some health problems relating to her recent surgery.

4. CONSENT ITEMS:

PERSONNEL

- a. To record the employment of Matthew Williamson as a Detention Officer with the Panola County Sheriff's Department effective September 19, 2018 at the rate of \$13.91 per hour.
- b. To record the resignation of Matthew Williamson as a Detention Officer with the Panola County Sheriff's Department effective September 24, 2018.
- c. To record the employment of Ashlyn Jones as a Secretary with the Panola County District Attorney's Office effective October 1, 2018 at the rate of \$13.75 per hour.
- d. To record the resignation of Timothy Windham as a Patrol Deputy with the Panola County Sheriff's Department effective October 3, 2018.
- e. To record the appointment of Timothy Windham as a Reserve Deputy with the Panola County Sheriff's Department effective October 3, 2018.

ROAD & BRIDGE

- a. To record and record a request by Covey Park Resources LLC to place a 10" line within the right-of-way of Panola County Road #3122.

MISCELLANEOUS

- a. To approve minutes of Commissioners' Court meetings held during the month of September, 2018.
- b. To authorize the County Auditor to advertise for sealed bids for electrical repairs, maintenance and installation work for all county owned buildings for the year. Bid specifications are available in the County Judge's Office, 110 S. Sycamore, Room 216-A, Carthage, Texas. Bids will be opened November 13, 2018 at 1:30 PM.
- c. To authorize the County Auditor to advertise for sealed bids for housekeeping services for Panola County Courthouse, Annexes, Judicial Center, Panola County Sheriff's Department, Panola County Detention Center, Probation Offices, Road and Bridge Warehouse Restrooms, and Exposition Center. Bid specifications are available in the County Judge's Office, 110 S. Sycamore, Room 216-A, Carthage, Texas. Bids will be opened November 13, 2018 at 1:30 PM.
- d. To record The American States Insurance Company Continuation Certificate for Panola County Reserve Deputy David Johnson.
- e. To record The Ohio Casualty Insurance Company Continuation Certificate for Panola County Reserve Deputy Chris Adams.
- f. To record The Ohio Casualty Insurance Company Continuation Certificate for Panola County Constable, Precinct #2 and #3 Reserve Deputy Andy Favors.
- g. To record The American States Insurance Company Continuation Certificate for Panola County Reserve Deputy Scott Jones.
- h. To record Panola County Emergency Services District No. 1 Annual Financial Report for the year ended December 31, 2017.
- i. To approve and record Panola County Investment Report for 2nd Quarter Fiscal Year 2018.

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 Tax Office Chief Deputy Holly Gibbs; Panola County Auto Registration Chief Deputy Gloria Coco; Panola County District Clerk Debra Johnson (2); Panola County District Clerk Chief Deputy Lindsey Smith (2); Panola County Auditor Jennifer Stacy; and PCSD Communications Officer Katlyn Gillie.

Commissioner Craig M. Lawless moved and Commissioner Dale LaGrone seconded the motion to approve the Consent Items. The motion passed unanimously, with County Judge LeeAnn Jones absent.

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 Craig M. Lawless seconded the motion to approve payment of current Panola County bills as prepared and submitted by the County Auditor. The motion passed unanimously, with County Judge LeeAnn Jones absent. SEE PAYMENT REGISTER ATTACHED.
6. Commissioner Ronnie LaGrone moved and Commissioner Craig M. Lawless seconded the motion to approve payment of current Panola County Payroll as prepared and submitted by the County Treasurer. The motion passed unanimously, with County Judge LeeAnn Jones absent. SEE PAYROLL DISTRIBUTION REGISTER ATTACHED.
7. Commissioner Craig M. Lawless moved and Commissioner Dale LaGrone seconded the motion to approve a transfer for Mike Farmer from Operator with the Panola County Road and Bridge Department, Precinct #4 to Operator with Panola County Road and Bridge Department, Precinct #3, effective October 3, 2018. The motion passed unanimously, with County Judge LeeAnn Jones absent. SEE LETTER ATTACHED.
8. Commissioner John Gradberg moved and Commissioner Craig M. Lawless seconded the motion to approve a transfer for Mitchell Harrison from Operator with the Panola County Road and Bridge Department, Precinct #3 to Operator with the Panola County Road and Bridge Department, Precinct #2, effective October 3, 2018. The motion passed by a vote of 3-0-1, with Commissioner Dale LaGrone abstaining and County Judge LeeAnn Jones absent. SEE LETTER ATTACHED.
9. Commissioner Dale LaGrone moved and Commissioner John Gradberg seconded the motion to approve the employment of Kevin Lawless as a Truck Driver with the Panola County Road and Bridge Department, Precinct #4 effective October 3, 2018 at the rate of \$16.40 per hour. The motion passed by a vote of 3-0-1, with Commissioner Craig M. Lawless abstaining and County Judge LeeAnn Jones absent. SEE LETTER ATTACHED.
10. Commissioner Craig M. Lawless moved and Commissioner Dale LaGrone seconded the motion to approve an agreement between Brookshire Bros. Pharmacy and Panola County for workplace flu immunizations. The motion passed unanimously, with County Judge LeeAnn Jones absent.
11. Commissioner Dale LaGrone moved and Commissioner John Gradberg seconded the motion to authorize the County Judge to execute the Project Completion Report in regard to TXCDBG #7216026 on behalf of Deadwood Water Supply Corporation. The motion passed unanimously, with County Judge LeeAnn Jones absent. SEE REPORT ATTACHED.
12. Commissioner Craig M. Lawless moved and Commissioner Dale LaGrone seconded the motion to authorize the County Judge to execute the Step Certificate of Construction Completion in regard to TXCDBG #7216026 on behalf of Deadwood Water Supply. The motion passed unanimously, with County Judge LeeAnn Jones absent. SEE CERTIFICATE ATTACHED.
13. Commissioner John Gradberg moved and Commissioner Craig M. Lawless seconded the motion to authorize the County Judge to execute the Certificate of Construction Completion for Alan Fielding Electric, LLC in regard to TXCDBG #7216026 on behalf of Deadwood Water Supply Corporation. The motion passed unanimously, with County Judge LeeAnn Jones absent. SEE CERTIFICATE ATTACHED.
14. Commissioner John Gradberg moved and Commissioner Dale LaGrone seconded the motion to adopt a resolution authorizing signatories for contractual documents and documents for requesting funds pertaining to the TXCDBG Contract #7216026. The motion passed unanimously, with County Judge LeeAnn Jones absent. SEE RESOLUTION ATTACHED.

15. Commissioner Craig M. Lawless moved and Commissioner Dale LaGrone seconded the motion to revise the designated individuals as authorized signatories for the County's TXCDBG Grant #7216026 and execute the Authorized Signatories Designation Form. The motion passed unanimously, with County Judge LeeAnn Jones absent. SEE DEPOSITORY/AUTHORIZED SIGNATORIES DESIGNATION FORM ATTACHED.
16. Commissioner Craig M. Lawless moved and Commissioner John Gradberg seconded the motion to approve a proposal from All About Trees for stump grinding on County Road #303 for the Panola County Road and Bridge Department, Precinct #3. The motion passed unanimously, with County Judge LeeAnn Jones absent. SEE PROPOSAL ATTACHED.
17. Commissioner Dale LaGrone moved and Commissioner Craig M. Lawless seconded the motion to approve a revision of the Bailiff/Courthouse Security/Court Clerk job description. The motion passed unanimously, with County Judge LeeAnn Jones absent. SEE JOB DESCRIPTION ATTACHED.
18. Commissioner Craig M. Lawless moved and Commissioner Dale LaGrone seconded the motion to approve an interlocal contract between the Department of Information Services and Panola County relating to the use of the DIR Shared Services Master Service Agreements. The motion passed unanimously, with County Judge LeeAnn Jones absent. SEE CONTRACT ATTACHED.

The meeting was then adjourned.

Dated this 2nd day of October, 2018.



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 October 2, 2018.



Bobbie Davis, County Clerk, Panola County, Texas



11/14/18

Date