

PANOLA COUNTY SHERIFF'S OFFICE

Office: 903.693.0333
Fax: 903.693.9366



314 W. Wellington
Carthage, Texas 75633

Sheriff Kevin Lake

December 22, 2020

The Honorable LeeAnn Jones
Panola County Judge
110 S. Sycamore
Carthage, Texas 75633

Dear Judge Jones,

Please add the following item(s) to the next scheduled meeting of the Panola County Commissioner's Court:

Please record the request to roll over vacation hours for Jonathon Williamson, a Detention Officer for the Panola County Sheriff's Office, as he will be unable to deplete his vacation before the end of the year.

Sincerely,

A handwritten signature in blue ink that reads "KJL" followed by a horizontal line.

Kevin Lake
Sheriff

KL/lw

CC: Jennifer Stacy
Joni Reed

Honesty, Integrity, Service



OFFICE 903-693-0377
FAX 903-693-4708

110 S. SYCAMORE RM 212
CARTHAGE, TEXAS 75633

County of Panola

JUSTICE OF THE PEACE

TONI HUGHES

PRECINCT #2

April 27, 2020

Honorable LeeAnn Jones, County Judge
Attn: Vicki Heinkel
Honorable Commissioners Court
Honorable Commissioners

RE: ROLLOVER OF VACATION TIME

Dear Sirs and Madams:

I am requesting that 32 hours of Vacation time be rolled over into 2021 for Maria Hernandez. She is unable to take all of her hours in 2020 due to COVID-19. I appreciate your consideration and cooperation.

If you have any questions, please contact my office at (903) 693-0377.

Sincerely,

A handwritten signature in blue ink that reads "Toni Hughes".

Toni Hughes
Justice of the Peace, Pct Two
Panola County, Texas





KELSEY LAKE

Deputy Election Administrator

Deputy Election Registrar

PANOLA COUNTY COURTHOUSE

110 S. SYCAMORE ST., ROOM 100

CARTHAGE, TX 75633

TELEPHONE (903) 693-0370

FAX (903) 693-7283

LORETTA MASON

Election Administrator

Voter Registrar

December 7, 2020

Panola County Commissioners' Court

RE: 2020 Vacation hours

Please allow me to rollover my 100 hours vacation time earned in 2020 to be moved to 2021.

Thank you for your consideration in this matter.

Sincerely,

A handwritten signature in cursive script that reads "Loretta Mason".

Loretta Mason

County Of Panola

HOLLY GIBBS

TAX ASSESSOR - COLLECTOR

PANOLA COUNTY COURTHOUSE

110 S. SYCAMORE, ROOM 211

CARTHAGE, TEXAS 75633

(903) 693-0340

December 7, 2020

Panola County Commissioners Court
Panola County Courthouse

Gentlemen:

Please allow Kerry Wilson to roll over her 40 hours of vacation time she earned December 1, 2020 to the 2021 year.

Thank you for your continued support and cooperation.

Sincerely,



Holly Gibbs
Panola County Tax Assessor-Collector

cc, Joni Reed, County Treasurer
Jennifer Stacy, County Auditor



County of Panola

110 S. Sycamore • Room 216-A
Carthage • Texas 75633
Phone 903-693-0391 • Fax 903-693-2726

County Judge
Lee Ann Jones

County Commissioners
Ronnie LaGrone, Pct. #1
David Cole, Pct. #2
Craig Lawless, Pct. #3
Dale LaGrone, Pct. #4

December 21, 2020

Panola County Commissioners' Court

RE: 2020 Vacation hours

Please allow me to rollover my 30 hours vacation time earned in 2020
to 2021.

Thank you for your consideration in this matter.

Sincerely,

Vicki Heinkel
County Judge's Administrative Assistant
Commissioners' Court Coordinator