

JAN 04 2022

State of Texas
County of Panola

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

On this 31st day of December, 2021, 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:

David L. Anderson	County Judge
Billy Alexander	Commissioner, Precinct #1
David A. Cole	Commissioner, Precinct #2
Craig M. Lawless	Commissioner, Precinct #3
Dale LaGrone	Commissioner, Precinct #4

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

PRAYER: County Judge David L. Anderson gave the prayer.

OPEN MEETING:

1. CITIZEN COMMENTS:

Butch Marsalis, Panola County Republican Chairman, commended Elections Administrator Loretta Mason and Deputy Voter Registrar Kelsey Lake for their work during the recent elections and efforts for the upcoming primary election.

2. COMMISSIONERS' REPORTS:

There were no Commissioners' Reports.

3. COUNTY JUDGE'S REPORT:

County Judge David L. Anderson reported that he received a letter from Panola County Democratic Chairman John Foster commending Elections Administrator Loretta Mason and Deputy Voter Registrar Kelsey Lake for their hard work.

4. CONSENT ITEMS:

PERSONNEL

a. To approve and record the salary schedule for Fiscal Year 2022.

- b. To record the employment of Sheriann Espinoza as Children’s Coordinator with the Sammy Brown Library effective January 3, 2021 (upon successful completion of drug test and physical) at the rate of \$14.50 per hour.
- c. To record the separation of Brittany Odom as a Temporary Clerk with the Panola County Justice of the Peace office, Precincts #1 and #4 effective December 31, 2021; and to record the employment of Brittany Odom as Temporary Clerk effective January 2, 2022 and ending June 30, 2022 at the rate of \$15.00 per hour.
- d. To record the resignation of Shelby Abernathy as Assistant Auditor with the Panola County Auditor’s Office effective December 31, 2021.
- e. To record the Salary Order of Robyn Klysen as Panola County Assistant Auditor effective January 1, 2022.

ROAD & BRIDGE

- a. None

MISCELLANEOUS

- a. To record Statement of Officer and Oath of Office forms for Panola County Emergency Services District No. 1 Board member Cliff Todd.

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): None

Commissioner Billy Alexander moved and Commissioner Dale LaGrone seconded the motion to approve the Consent Items. The motion carried unanimously.

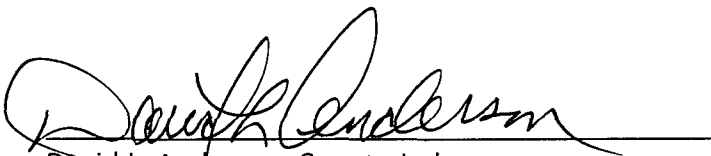
A COPY OF EACH LETTER, AMENDMENT, REQUEST, AND/OR BOND IS ATTACHED TO AND MADE A PART OF THE MINUTES.

- 5. Commissioner Craig M. Lawless moved and Commissioner David A. Cole seconded the motion to approve payment of current Panola County bills as prepared and submitted by the County Auditor. The motion carried unanimously. SEE PAYMENT REGISTER ATTACHED.

6. Commissioner Dale 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 carried unanimously. SEE PAYROLL DISTRIBUTION REGISTER ATTACHED.
7. Following an explanation by Scott Thomas of Patterson Insurance Agency, Commissioner Dale LaGrone moved and Commissioner Billy Alexander seconded the motion to approve commercial property, equipment, vehicle and liability insurance coverage offered through the Texas Public Entity Group Interlocal Agreement Self-Insurance League pursuant to Chapter 791 of the Texas Government Code. The motion carried unanimously. SEE POLICY ATTACHED.
8. Commissioner Craig M. Lawless moved and Commissioner David A. Cole seconded the motion to adopt the 2022 Mileage Reimbursement Schedule. The motion carried unanimously. SEE SCHEDULE ATTACHED.
9. Commissioner Dale LaGrone moved and Commissioner Craig M. Lawless seconded the motion to approve 2021 vacation earned by Loretta Mason, Elections Administrator; Lora Brown, Chief Deputy District Clerk; William G. Morris, Veterans Service Officer; Pam Pate, Veterans Service Officer Secretary; Lori Craft, Deputy County Clerk; Lindsey Baker, Deputy District Clerk; Lani West, Panola County AgriLife Extension Secretary; Janet Eaton, Criminal District Attorney Administrative Assistant; John DePresca, Jr., Airport Manager; Kim Turner, Director of the Sammy Brown Library; Kala Montes, part-time Deputy Clerk in Tax Office; and Vicki Heinkel, Administrative Assistant to the County Judge/County Commissioners' Coordinator, to be taken in 2022. The motion carried unanimously. SEE REQUEST LETTERS ATTACHED.
10. Commissioner Dale LaGrone moved and Commissioner Billy Alexander seconded the motion to approve Sales Order #003335 from Avenu Government Records Services, LLC for microfilm retrieval-first roll and additional rolls for the Panola County Clerk's office. The motion carried unanimously. SEE SALES ORDER ATTACHED.

The meeting adjourned at 9:15 AM.


Dated this 31st day of December, 2021.

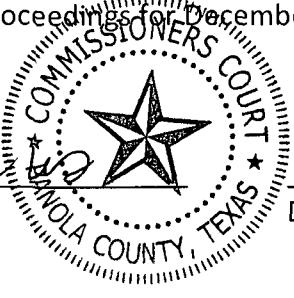

David L. Anderson, County Judge

1-4-2022
Date

State of Texas
County of Panola

I, Bobbie Davis, County Clerk, attest that the foregoing is a true and accurate accounting of the Commissioners Court's authorized proceedings for December 31, 2021.


Bobbie Davis, County Clerk



1/4/22
Date