

State of Texas  
County of Panola

On this [31<sup>st</sup> day of January, 2023](#), 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:

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

County Judge Rodger G. McLane was absent. Also attending were Vicki Heinkel, Administrative Assistant to the County Judge/County Commissioners' Coordinator, and Bobbie Davis, County Clerk. Commissioner David A. Cole presided over the meeting. 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:** Commissioner David A. Cole gave the prayer.

**OPEN MEETING:**

1. **CITIZEN COMMENTS:**

Keri Vance, Executive Director of Panola County Chamber of Commerce, announced new members to the Chamber of Commerce, new local businesses in the County, and an upcoming community resource planning meeting.

2. **COMMISSIONER'S REPORTS:**

There were no Commissioners' Reports.

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

There was no County Judge's Report.

4. **CONSENT ITEMS:**

**PERSONNEL**

- a. To record an increase in salary to \$17.45 per hour for Brittany Odom, part-time Secretary with the office of Panola County Justice of the Peace, Precincts #1 and #4, effective January 16, 2023.
- b. To record the retirement of Charles Langford as an Operator with the Panola County Road and Bridge Department, Precinct #4 effective February 23, 2023 at 5:00 PM.
- c. To record the resignation of Dennis Smith as a Deputy Clerk with the Panola County Tax Assessor-Collector's Office effective January 23, 2023.
- d. To record the appointment of Cruz Julian Vences as a Reserve Deputy with the Panola County Sheriff's Department effective February 1, 2023.
- e. To record the employment of Jeff Scarborough as a part-time Bailiff/Courthouse Security Officer with Panola County effective January 30, 2023 at \$24.47 per hour.

#### **ROAD & BRIDGE**

- a. To accept and record a donation of 1,503.94 tons of limestone rock valued at \$78,551.97 from Comstock Oil and Gas for use by the Panola County Road and Bridge Department, Precinct #3 on County Road #3101.
- b. To approve and record a request by KJ Energy, LLC to place 1-4", 1-6" and 1-8" water and natural gas lines within the right-of-way of Panola County Road #1881.

#### **MISCELLANEOUS**

- a. To record the Racial Profiling Report for Fiscal Year 2022 for Panola County Constable, Precincts #1 and #4, Jeff Ivy.
- b. To approve and record a change in section 4.07 (Work Periods: Overtime and Compensatory Time) of the Panola County Employee Handbook effective February 11, 2023.
- c. To approve and record 2022 Budget Amendment No. 29.
- d. To approve and record 2023 Budget Amendment No. 3.
- e. To record a copy of the Panola County Community Supervision and Corrections Department's Minutes of Meeting held August 30, 2022; and to record written

statement containing the date, time and place said adjustments, documents and budgets will be considered for approval and recording.

- f. To record a copy of the Panola County Juvenile Probation Department's Notice of Meeting; and to record written statement containing the date, time and place adjustments and documents to be considered for approval and recording.
- g. To accept and record a donation of \$5,000.00 from the Austin Gray Memorial for literature and teaching supplies for the DARE Program for the Panola County Sheriff's Department.
- h. To approve, record and waive any conflict of interest between Rodger G. McLane, one client and Panola County in his limited capacity pursuant to Attorney General's Opinions 540 and 497.

#### **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): PCSD Chief Deputy David Gray; Panola County Constable, Precincts #1 and #4 Jeff Ivy; Panola County Tax Assessor-Collector Holly Gibbs; Panola County Extension Agent Clarissa Moon; PCSD Dispatch Corporal Hannah Colle (2); PCSD Patrol Sergeant Travis Curry (2); PCSD Patrol Sergeant Quade Davis; PCSD Patrol Deputy Chris Hansen; PCSD Patrol Sergeant Calahan Malone (2); PCSD Dispatch Sergeant Shakami Manning; PCSD Patrol Deputy Torey McLemore; PCSD Patrol Deputy Travis Wilson; and Panola County Auditor Jennifer Stacy.

Commissioner Billy Alexander moved and Commissioner Craig M. Lawless seconded the motion to approve the Consent Items. The motion carried unanimously, with County Judge Rodger G. McLane absent.

A COPY OF EACH LETTER, AMENDMENT, REQUEST, AND/OR BOND IS ATTACHED TO AND MADE A PART OF THE 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 carried unanimously, with County Judge Rodger G. McLane absent. SEE [PAYMENT REGISTER](#) ATTACHED.
- 6. Commissioner Craig M. Lawless moved and Commissioner Billy Alexander seconded the motion to approve payment of Panola County payroll as prepared and submitted by the County Treasurer. The motion carried unanimously, with County Judge Rodger G. McLane absent. SEE [PAYROLL DISTRIBUTION REGISTER](#) ATTACHED.

7. Commissioner Dale LaGrone moved and Commissioner Craig M. Lawless seconded the motion to declare the following used office equipment as surplus property: 12 rolling chairs, 5 office chairs, 3 wooden desks, 1 small table, 1 wooden folding table, 6 printers, 2 laptops, 1 desktop PC, 2 fax machines, Black's law books; and miscellaneous electrical supplies. The motion carried unanimously, with County Judge Rodger G. McLane absent. SEE [LETTER](#) ATTACHED.
8. Commissioner Billy Alexander moved and Commissioner Dale LaGrone seconded the motion to authorize the County Judge to advertise for sealed bids for used office equipment. Bid specifications are available in the County Judge's Office, 110 S. Sycamore, Room 216-A, Carthage, Texas. Bids will be opened February 14, 2023 at a regular session of the Panola County Commissioners' Court scheduled at 9:00 AM. The motion carried unanimously, with County Judge Rodger G. McLane absent. SEE [LEGAL NOTICE AND INVITATION TO BID](#) ATTACHED.
9. Commissioner Dale LaGrone moved and Commissioner Craig M. Lawless seconded the motion to approve a Master Agreement with i3 Verticals, LLC for annual maintenance and support/hosting services for the Justice of the Peace Offices (tabled from January 17, 2023 Court meeting). The motion carried unanimously, with County Judge Rodger G. McLane absent. SEE [AGREEMENT](#) ATTACHED.
10. Commissioner Billy Alexander moved and Commissioner Dale LaGrone seconded the motion to transfer unit #1510, a 2014 John Deere 210G LC track hoe, S/N 1FF210GXLEE521954 from Panola County Road and Bridge Department, Precinct #1 to Panola County Road and Bridge Department, Precinct #4. The motion carried unanimously, with County Judge Rodger G. McLane absent. SEE [LETTER](#) ATTACHED.
11. Commissioner Billy Alexander moved and Commissioner Craig M. Lawless seconded the motion to approve BuyBoard Contract #685-22 from Doggett for the purchase of a 2022 John Deere excavator for use by the Panola County Road and Bridge Department, Precinct #1. The motion carried unanimously, with County Judge Rodger G. McLane absent. SEE [SALES QUOTE](#) ATTACHED.

The meeting adjourned at 9:07 AM.

Dated this 31<sup>st</sup> day of January, 2023.

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Rodger G. McLane, County Judge

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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 January 31, 2023.](#)

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Bobbie Davis, County Clerk

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Date