

JAN 03 2024

State of Texas  
County of Panola

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

On this 5<sup>th</sup> day of December 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:

Rodger McLane	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:** Mr. Butch Marsalis gave the prayer.

**OPEN MEETING:**

**1. CITIZEN COMMENTS:**

There were no citizen comments.

**2. COMMISSIONER'S REPORTS:**

There were no Commissioner's Reports.

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

County Judge Rodger McLane reported that the Carthage Christmas Parade was a success and expressed his appreciation for those who dedicated their time to make it so.

**4. CONSENT ITEMS:**

**PERSONNEL**

- a. To record an increase in salary to \$18.11 per hour for Sean Howard, Detention Officer with the Panola County Sheriff's Department effective December 2, 2023.

**ROAD & BRIDGE**

None

**MISCELLANEOUS**

- a. To approve minutes of Commissioners' Court meetings held during the month of November 2023.
- b. To approve and record 2023 Budget Amendment No. 15.
- c. To record Statement of Officer and Oath of Office forms for Panola County Deputy Sheriff Madison Hudnall.
- d. To record the Official Bond and Oath of Office for Panola County Reserve Deputy Constable, Precincts #1 and #3 Sarah Fields.
- e. To record Panola County Elections Information Security Policy, Panola County Elections Continuity of Operations Plan for Elections, Panola County Elections Incident Response Plan and Panola County Elections Vendor Risk Management Policy.
- f. To record Panola County 2023 Budget Jail Commissary.
- g. To record the Sabine River Authority of Texas Community Assistance GRANT Program Application Form for Panola County Airport – Sharpe Field.
- h. To record the Panola County Sexual Assault Response Team Report (SART) for December 1, 2023.

**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 Dale LaGrone moved and Commissioner Craig M. Lawless 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 Billy Alexander 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 David A. Cole 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. Commissioner Billy Alexander moved and Commissioner Dale LaGrone seconded the motion adopt the County's Investment Policy. The motion carried unanimously. SEE RESOLUTION ATTACHED.
8. Commissioner Dale LaGrone moved and Commissioner Craig M. Lawless seconded the motion to adopt Order #2023-09 claiming an exemption from competitive bidding for fiscal year 2024 for medical treatment for various offenders house in the Panola County Detention Center. The motion carried unanimously. SEE ORDER ATTACHED.
9. Commissioner Craig M. Lawless moved and Commissioner Billy Alexander seconded the motion to adopt Order #2023-10 claiming an exemption from competitive bidding for fiscal year 2024 for electric power, gas, water and other utility services. The motion carried unanimously. SEE ORDER ATTACHED.
10. Commissioner Dale LaGrone moved and Commissioner David A. Cole seconded the motion to adopt Order #2023-11 claiming an exemption from competitive bidding and competitive proposal requirements for fiscal year 2024 for food purchases for the Panola County Detention Center. The motion carried unanimously. SEE ORDER ATTACHED.
11. Commissioner Billy Alexander moved and Commissioner Craig M. Lawless seconded the motion to adopt Order #2023-12 designating a day of the week for regular meetings of Commissioners' Court each month. The motion carried unanimously. SEE ORDER ATTACHED.
12. Commissioner Craig M. Lawless moved and Commissioner David A. Cole seconded the motion to adopt Order #2023-13 regarding committing fund balances in compliance with GASB-54. The motion carried unanimously. SEE ORDER ATTACHED.
13. Commissioner Dale LaGrone moved and Commissioner Billy Alexander seconded the motion to approve a proposal from American Elevator Technologies for maintenance of the elevator located in the Panola County Courthouse and elevator in the Panola County Judicial Center for a one-year period commencing January 1, 2024. The motion carried unanimously. SEE PROPOSED CONTRACT ATTACHED.

14. Commissioner Craig M. Lawless moved and Commissioner David A. Cole seconded the motion to approve a proposal from Koetter Fire Protection for fire extinguisher services for a one-year period commencing January 1, 2024. The motion carried unanimously. SEE PROPOSAL ATTACHED.
15. Commissioner Dale LaGrone moved and Commissioner Craig M. Lawless seconded the motion to approve a proposal from American Filter Service for a one-year period commencing January 1, 2024. The motion carried unanimously. SEE PROPOSAL ATTACHED.
16. Commissioner Billy Alexander moved and Commissioner Dale LaGrone seconded the motion to approve a proposal from Paladin Pest Management for pest control for the Courthouse, Judicial Center, Sheriff's Department, Probation, Detention Center, 316 W. Sabine Annex Building, Road and Bridge Warehouse and Airport for a one-year period commencing January 1, 2024. The motion carried unanimously. SEE PROPOSAL ATTACHED.
17. Commissioner Craig M. Lawless moved and Commissioner Billy Alexander seconded the motion to approve a proposal from Koetter Fire Protection LLC for annual fire sprinkler system maintenance and inspection services for the Panola County Judicial Center and the Panola County Detention Center for a one-year period commencing January 1, 2024. The motion carried unanimously. SEE PROPOSAL ATTACHED.
18. Commissioner Dale LaGrone moved and Commissioner David A. Cole seconded the motion to approve a proposal from Koetter Fire Protection LLC for the 2024 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 carried unanimously. SEE PROPOSAL ATTACHED.
19. Commissioner Craig M. Lawless 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 2024. The motion carried unanimously. SEE SCHEDULE ATTACHED.
20. Commissioner Billy Alexander moved and Commissioner Craig M. Lawless seconded the motion to appoint Steve Conroy, Dr. Ben Donald and Dr. Glenn Hambrick to the Panola County Airport – Sharpe Field Advisory Board for two-year terms commencing January 1, 2024. The motion carried unanimously. SEE APPOINTMENT AND LIST OF BOARD MEMBERS ATTACHED.
21. Commissioner Craig M. Lawless moved and Commissioner David A. Cole seconded the motion to appoint Gene Giles, Palmer Fuselier and Cliff Todd to the Panola County Emergency Services District No. 1 Board of Fire Commissioners for two-year terms

commencing January 1, 2024. The motion carried unanimously. SEE APPOINTMENT AND LIST OF COMMISSIONERS ATTACHED.

22. Commissioner Dale LaGrone moved and Commissioner Billy Alexander seconded the motion to approve an agreement between East Texas Open Door, Inc. and Panola County for services rendered in 2024. The motion carried unanimously. SEE AGREEMENT ATTACHED.
23. Commissioner Craig M. Lawless moved and Commissioner David A. Cole seconded the motion to transfer a 2022 Chevy Silverado, VIN 1GC4YME7XNF288430 from Panola County Fire Marshal to Panola County FM and Lateral. The motion carried unanimously. SEE EMAIL ATTACHED.
24. Commissioner Billy Alexander moved and Commissioner Dale LaGrone seconded the motion to approve a contract with East Texas Council of Governments (ETCOG) for regional evaluation services for juveniles. The motion carried unanimously. SEE CONTRACT ATTACHED.
25. Commissioner Billy Alexander moved and Commissioner David A. Cole seconded the motion to approve a contract for management services to Traylor & Associates Inc. for execution of contract no. CDV23-0438 between Panola County and the Texas Department of Agriculture (TDA) regarding the 2023 Texas Community Development Block Grant Program for water improvements. The motion carried unanimously. SEE CONTRACT ATTACHED.
26. Commissioner Dale LaGrone moved and Commissioner Billy Alexander seconded the motion to rescind County votes by resolution for candidates for the Appraisal District's Board of Directors for the 2024-2025 term (November 21, 2023 court session); and submit nomination and votes for positions for the Appraisal District 2024-2025 Board of Directors. The motion carried unanimously. SEE INFORMATION ATTACHED.
27. Commissioner David A. Cole moved and Commissioner Craig M. Lawless seconded the motion to authorize the County Judge to publish Notice of Public Hearing for December 19, 2023 at 9:00 AM to reduce the speed limit on County Roads #216 and #217 to 30 MPH pursuant to Section 251.152 of the VTCA Transportation Code. The motion carried unanimously. SEE NOTICE ATTACHED.

The meeting adjourned at 9:13 am.

Dated this 5<sup>th</sup> day of December 2023.

  
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Rodger G. McLane, County Judge

1/2/2024  
\_\_\_\_\_  
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 5, 2023.

  
\_\_\_\_\_  
Bobbie Davis, County Clerk



11/2/2024  
\_\_\_\_\_  
Date