

State of Texas
County of Panola

On this [16th day of July 2024](#), 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: Commissioner David A. Cole gave the prayer.

OPEN MEETING:

1. **CITIZEN COMMENTS:**

Keri Perot-Vance, Executive Director of the Panola County Chamber of Commerce reported on economic development matters in the County.

2. **COMMISSIONER'S REPORTS:**

Commissioners reported that the Road and Bridge crews are busy working on roads.

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

Judge McLane reported that construction and improvements continue at the courthouse.

4. **CONSENT ITEMS:**

PERSONNEL

- a. To record the temporary employment of Karen McClelland as an Early Voting Clerk in the Elections Office effective October 21, 2024 and ending November 8, 2024 at the rate of \$12.00 per hour.
- b. To record the temporary employment of Tammy Light as an Early Voting Clerk in the Elections Office effective October 21, 2024 and ending November 8, 2024 at the rate of \$12.00 per hour.
- c. To record the temporary employment of Harriet Lowery as an Early Voting Clerk in the Elections Office effective October 21, 2024 and ending November 8, 2024 at the rate of \$12.00 per hour.
- d. To record the separation of Alvin Anderson as a Temporary Operator with the Panola County Road and Bridge Department, Precinct #3 effective July 11, 2024 at 5:00 PM.
- e. To record an increase in salary to \$19.02 per hour for Dewayne Stewart, a Detention Officer with the Panola County Sheriff's Department effective June 29, 2024.
- f. To record an increase in salary to \$19.02 per hour for Wesley Cabra, a Detention Officer with the Panola County Sheriff's Department effective July 13, 2024.
- g. To record an increase in salary to \$17.83 per hour for Sheriann Espinoza, Fiction Coordinator with the Sammy Brown Library effective July 27, 2024.
- h. To record an increase in salary to \$17.28 per hour for Ashleigh Earle, Children's Coordinator with the Sammy Brown Library effective July 27, 2024.
- i. To record the employment of James Kerby as a Deputy Sheriff with the Panola County Sheriff's Department effective July 13, 2024 at the rate of \$25.70 per hour plus uniform allowance.

ROAD & BRIDGE

- a. To approve and record a request by Gemini Carthage Pipeline LLC to place a 12" steel line within the right-of-way of Panola County Road #336.
- b. To accept and record a donation of 50.46 tons of road oil valued at \$34,312.80 from Sabine Oil & Gas for use by the Panola County Road and Bridge Department, Precinct #3 on County Road #326. SEE INFORMATION ATTACHED.
SEE APPROVAL OF CONSENT ITEMS FOR REVISION TO THIS AGENDA ITEM

MISCELLANEOUS

- a. To record June 2024 Auditor's Report.
- b. To record June 2024 Treasurer's Reports.
- c. To authorize the County Auditor to advertise for sealed bids for silicone roofing for the Sammy Brown Library. Bid specifications are available in the County Judge's Office, 110 S. Sycamore, Room 216-A, Carthage, Texas. Bids will be opened August 13, 2024 at 9:00 AM.
- d. To authorize the County Auditor to advertise for sealed bids for Panola County Airport-Sharpe Field repairs and hangar replacements. Bid specifications are available in the County Judge's Office, 110 S. Sycamore, Room 216-A, Carthage, Texas. Bids will be opened August 13, 2024 at 9:00 AM.
- e. To record the Commissary Service Partnership Agreement between Panola County Sheriff's Department and Correct Commissary, a Ruston Louisiana Limited Liability Company.

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 Lieutenant Jail Administrator Scott Jones; PCSD Jail Sergeant Chris Adams; and PCSD Jail Sergeant Timothy Windham.

Commissioner Craig Lawless moved to approve the Consent Items with a change to Road and Bridge item "b" to reflect that a check for \$34,312.80 was donated in place of road oil. Commissioner Billy Alexander seconded the motion. 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 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. SEE [PAYMENT REGISTER](#) ATTACHED.
6. Commissioner Billy Alexander moved and Commissioner David A. Cole 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. Scott Berkley and Hayden Ray, with UT Health EMS/AIR1 presented an annual report on the County's utilization of UTHealth EMS and medical services.
8. Commissioner Dale LaGrone moved and Commissioner Billy Alexander seconded the motion to table until the July 30, 2024 session of Commissioners' Court an award of bid for debris and timber removal from Panola County Airport – Sharpe Field aviation easement. The motion carried unanimously.
9. Commissioner Billy Alexander moved and Commissioner Craig M. Lawless seconded the motion to approve a change order to the bid contract between B & J Equipment and Panola County for additional equipment for the Panola County Airport – Sharpe Field fuel tank farm. The motion carried unanimously. SEE [QUOTE](#) ATTACHED.
10. Commissioner David A. Cole moved and Commissioner Dale LaGrone seconded the motion to approve an Interlocal Agreement between the City of Tatum and Panola County for the assessment and collection of taxes. The motion carried unanimously. SEE [AGREEMENT](#) ATTACHED.
11. Commissioner Craig M. Lawless moved and Commissioner Billy Alexander seconded the motion to receive the County Clerk's request for the Court to adopt a County Clerk's Records Archive, Preservation and Restoration Plan pursuant to Local Government Code Section 118.025(g); adopt Order #2024-10 setting a \$10.00 fee for County Clerk's Records Archive, Preservation and Restoration Fund as allowed by Local Government Code 118.025; set a public hearing on the 13th day of August, 2024 at 9:00 AM; and authorize the County Judge to publish notice of said hearing. The motion carried unanimously. SEE [PLAN, ORDER AND NOTICE](#) ATTACHED.
12. Commissioner Dale LaGrone moved and Commissioner David A. Cole seconded the motion to approve the Texas County and District Retirement System Plan Agreement for 2025 and authorize the County Judge to sign and submit appropriate authorizations. The motion carried unanimously. SEE [AGREEMENT](#) ATTACHED.
13. Commissioner Craig M. Lawless moved and Commissioner Billy Alexander seconded the motion to approve an estimate from ACM Fabrication for Panola County Airport – Sharpe Field fences. The motion carried unanimously. SEE [QUOTE](#) ATTACHED.
14. Commissioner Billy Alexander moved and Commissioner Dale LaGrone seconded the motion to approve an estimate from Schumacher Construction Services LLC to remodel the second floor annex offices (pending contract TIPS #24010402 approval). The motion carried unanimously. SEE [QUOTE](#) ATTACHED.

15. Commissioner Craig M. Lawless moved and County Judge Rodger McLane seconded the motion to approve a proposal from Clifford Power Systems for one Generac Industrial diesel engine-driven generator set for Panola County. The motion carried unanimously. SEE [INFORMATION](#) ATTACHED.
16. Commissioner Dale LaGrone moved and Commissioner Billy Alexander seconded the motion to approve a proposal from Russell Floors and Carpet for carpet tiles for Panola County hallways and offices. The motion carried unanimously. SEE [INFORMATION](#) ATTACHED.
17. Commissioner Dale LaGrone moved and Commissioner Craig M. Lawless seconded the motion to accept the Jim Reeves Memorial site from the Mary White Reeves Estate; and allow the County Judge to accept such paperwork. The motion carried unanimously. SEE [DONATION ACCEPTANCE](#) ATTACHED.
18. The Panola County Auditor’s Office was presented a Certificate of Achievement in Excellence in Financial Reporting for Fiscal Year 2022. SEE [CERTIFICATE AND INFORMATION](#) ATTACHED.

The meeting adjourned at 9:30 AM.

Dated this 16th day of July 2024.

Rodger G. McLane, County Judge

Date

State of Texas
County of Panola

I, Bobbie Davis, County Clerk, attest that the foregoing is a true and accurate accounting of the [authorized proceedings of Commissioners’ Court held on July 16, 2024.](#)

Bobbie Davis, County Clerk

Date