

JAN 08 2025

BOBBIE DAVIS  
COUNTY CLERK, PANOLA COUNTY, TEXAS  
BY *J. McDonald* DEPUTY

## MEETING OF COMMISSIONERS' COURT OF PANOLA COUNTY

TO WHOM IT MAY CONCERN:

PURSUANT TO THE TEXAS OPEN MEETINGS ACT, NOTICE IS HEREBY GIVEN THAT A REGULAR MEETING OF THE COMMISSIONERS' COURT OF PANOLA COUNTY, TEXAS WILL BE HELD ON THE 14<sup>TH</sup> DAY OF JANUARY, 2025, IN THE COMMISSIONERS' COURTROOM IN THE PANOLA COUNTY COURTHOUSE IN CARTHAGE, TEXAS AT 9:00 O'CLOCK A.M. AT WHICH MEETING THE FOLLOWING SUBJECTS WILL BE DISCUSSED AND THE FOLLOWING MATTERS ACTED UPON:

### **OPENING PRAYER.**

### **OPEN MEETING:**

1. **CITIZEN COMMENTS:** This is for citizens to comment on any subject concerning county business. Members of the Court may answer direct questions, but any action from this item must be scheduled on a future agenda.
2. **COMMISSIONERS' REPORT:** These are for informational purposes only. Any action that needs to be taken on the basis of these reports will be placed on a future agenda for action.
3. **COUNTY JUDGE'S REPORT:** This is for informational purposes only. Any action that needs to be taken on the basis of this report will be placed on a future agenda for action.
4. **CONSENT ITEMS:**

### **PERSONNEL**

- a. To record Jeffrey J. Jackson as Special Prosecutor/Assistant Criminal District Attorney with the Panola County District Attorney's Office effective January 6, 2025 at the rate of \$1,500.00 per week.
- b. To record the employment of Greg Jacks as Operator with the Panola County Road & Bridge Department, Precinct #4 effective January 27, 2025 at the rate of \$21.36 per hour. (Pending drug test and physical)

### **ROAD & BRIDGE**

- a. To approve and record a request by TGNR East Texas II to place 12" lines within the right-of-way of Panola County Roads #336, #325, & #328.
- b. To approve and record a request by Sabine Oil & Gas to place a 12" layflat line within the right-of-way of Panola County Road #446.

### **MISCELLANEOUS**

- a. To approve minutes of Commissioners' Court meetings held during the month of December, 2024.
- b. To approve and record Official Bond and Oath of Office forms for Panola County Criminal District Attorney Larry Fields.
- c. To record Public Official Bond and Oath of Office forms for Panola County Commissioner, Precinct #1 and Panola County Ex Officio Road Commissioner, Precinct #1 William Alexander.
- d. To record Oath of Office forms for Panola County Commissioner, Precinct #2 and Panola County Ex Officio Road Commissioner, Precinct #2 David A. Cole.
- e. To record Statement of Officer and Oath of Office forms for Panola County Commissioner, Precinct #3 and Panola County Ex Officio Road Commissioner, Precinct #3 Craig Lawless.
- f. To approve and record Official Bond and Oath of Office forms for Panola County Tax Assessor-Collector Holly Gibbs; Panola County TAC Chief Deputy Cassandra Brooks; Panola County TAC Deputies Kara Holiman, Pamela Works, Karla Montes, Lauren Rogers, Candace Pinke, Lindsey Nagle; and Part-Time Panola County Tax Assessor Collector Deputy Abagayle Standard.
- g. To approve and record Official Bond and Oath of Office forms for Panola County Justice of the Peace, Precincts #2 & #3 Maria Hernandez.
- h. To record Statement of Officer and Oath of Office forms for Panola County Justice of the Peace, Precincts #2 & #3 Clerk Mary Sue Kiper.
- i. To record Statement of Officer and Oath of Office forms for Panola County Constable, Precincts #1 & #4 Jeff Ivy; Deputy Constable Kevin Lake; Peace Officers Bryan Murff and Jeff Martin; Reserve Deputies Billy Alexander, Chadd Gray, Sarah Fields, Jeff Scarborough, Heather Green, and Tina McMullen.
- j. To record Statement of Officer and Oath of Office forms for Panola County Constable, Precincts #2 & #3 Brack LaGrone; Deputy Constable Jeremy Nagle; Reserve Deputies Robert Duncan, Logan Harris, and Daniel McMillen.
- k. To approve and record Official Bond and Oath of Office forms for Panola

**County Treasurer Abby Booker.**

- l. To record Statement of Officer and Oath of Office forms for Panola County Deputy Treasurer Cynthia Denese Powell.**
- m. To record Statement of Officer and Oath of Office forms for Panola County Airport Sharpe Field Advisory Board member Harold A. Campbell, Jr.**
- n. To record Statement of Officer and Oath of Office forms for Panola County Airport Sharpe Field Advisory Board member Matt Pittman.**
- o. To record Statement of Officer and Oath of Office forms for Panola County Emergency Services District No. 1 Board member Stuart Lipsey.**
- p. To approve and record a change in Section 9.06 (Meals, Lodging and Miscellaneous Expenses), and remove Section 9.07 (Advances) from the Panola County Employee Handbook effective January 1, 2025.**
- q. To approve and record a Panola County Longevity Policy to the Panola County Employee Handbook effective January 1, 2025.**
- r. To approve and record a change in Section 6.03 (Vacation Leave) and 6.04 (Sick Leave) of the Panola County Employee Handbook effective January 1, 2025.**
- s. To record the change order for Bridge Construction on County Road #175 from Sanders Creek Construction, LLC. (220 feet of additional pipe needed)**
- t. To record Panola County Criminal District Attorney Hot Check Fee Budget, State Forfeiture Budget, and State Apportionment Budget for Fiscal Year 2025.**
- u. To record Panola County Criminal District Attorney State Longevity Budget for Fiscal Year 2025.**
- v. To approve and record Panola County Criminal District Attorney Federal Forfeiture Budget for Fiscal Year 2025.**
- w. To record Statement of Officer and Oath of Office forms for Panola County Sheriff's Department Deputies Travis Curry, Madison Davis, Ronnie Endsley, Hunter Gray, Brenton Humphries, Jim Jablon, Casey Jones, Jesus Martinez, Jeffrey McAndrews, Colton McNair, Matthew Mitchell, Reid Peace, Justin Williams, Matthew Williamson, and Travis Wilson.**
- x. To record Statement of Officer and Oath of Office forms for Panola County Sheriff's Department Sergeants Haley Baker, Stephen Gillie, Chris Hansen, and Calahan Malone.**
- y. To record Statement of Officer and Oath of Office forms for Panola County Sheriff's Department Chief Deputy David Gray.**
- z. To record Statement of Officer and Oath of Office forms for Panola County**

**Sheriff's Department Captain Adam Jones.**

- aa. To record Statement of Officer and Oath of Office forms for Panola County Sheriff's Department Criminal Investigators Chadd Gray, Josh Nagle, Andy Nixon, and Randy Payne.**
- bb. To record Statement of Officer and Oath of Office forms for Panola County Sheriff's Department Lieutenants James Ferris, Scott Jones, and Chris Welk.**
- cc. To record Statement of Officer and Oath of Office forms for Panola County Sheriff's Department Sergeant of Communications and Civil Process Shakami Manning.**
- dd. To record Statement of Officer and Oath of Office forms for Panola County Sheriff's Department Communications Officers Ashley Esquivel, and Marissa Harrison.**
- ee. To record Statement of Officer and Oath of Office forms for Panola County Sheriff's Department Deputy Sheriff's - Courthouse Security Officers Tabitha Martinez, and Hollie Mojica.**
- ff. To record Statement of Officer and Oath of Office forms for Panola County Sheriff's Department Corporal Richard Mojica, and Detention Corporal Joyce Wilder.**
- gg. To record Statement of Officer and Oath of Office forms for Panola County Sheriff's Department Assistant Jail Administrator Sergeants Chris Adams, and Timothy Windham.**
- hh. To record Statement of Officer and Oath of Office forms for Panola County Sheriff's Department Reserve Deputies Heather Green, David Johnson, Brant Shrell, and Steven Tiller.**
- ii. To authorize the County Auditor to advertise for sealed bids for carpet and blinds for the Panola County Courthouse. Bid specifications are available in the County Judge's Office, 110 S. Sycamore, Room 216-A, Carthage, Texas. Bids will be opened February 11, 2025 at 9:00 a.m.**
- jj. To approve and record 2024 vacation earned by Tommy Earle, Building Maintenance Superintendent, to be taken in 2025.**
- kk. To record an update from Nationwide Retirement Fund. .**
- ll To record Certificate of Completion from Texas Association of Counties for completion of educational instruction for the 2024 New Treasurers' Seminar for Panola County Treasurer Abby Booker.**

#### **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): Panola County Justice of the Peace, Precincts #2 & #3 Maria Hernandez; Panola**

County District Attorney Investigator Jim Holder; Panola County Justice of the Peace, Precincts #1 & #4 Clerks Raven Gage, and. Brittany Odom; and PCSD Communications Officer Trinity Baker.

5. To approve payment of current Panola County bills as prepared and submitted by the County Auditor.
6. To approve payment of current Panola County payroll as prepared and submitted by the County Treasurer.
7. To discuss and act upon proclaiming January, 2025 as Human Trafficking Prevention Month in Panola County.
8. To discuss and act upon adopting Orders #2025-01 thru #2025-04 allowing retail fireworks permit holders to sell fireworks to the public in celebration of Texas Independence Day, San Jacinto Day, Memorial Day, and Diwali.
9. To discuss and act upon approving a revised Panola County Sharpe Field Lease Agreement for Ground and Hanger Leases.
10. To discuss and act upon moving the polling place for box #13 from Woods VFD to Woods New Hope Baptist Church located at 120 CR 425, Tenaha, Texas; and move polling place for box #8 from Shady Grove Baptist Church to Inter Community VFD located at 134 FM 1186, DeBerry, Texas.
11. To discuss and act upon creating a part-time Warrant Deputy position for the Panola County Sheriff's Department; and to approve the job description.
12. To discuss and act upon approving a 2024 Budget Amendment No. 21.
13. To discuss and act upon approving a 2025 Budget Amendment No. 1.
14. To present Certificate of Achievement for Excellence in Financial Reporting for Fiscal Year 2023 to Panola County Auditor's Office.

### ADJOURNMENT

WITNESS THE HAND OF THE UNDERSIGNED CLERK ON THIS THE 8<sup>TH</sup> DAY OF JANUARY, 2025 AT 4:31 O'CLOCK P.M.



Bobbie Davis

BOBBIE DAVIS, COUNTY CLERK  
PANOLA COUNTY, TEXAS

By: Jacqie McDonald, Deputy

I, BOBBIE DAVIS, CLERK OF THE COMMISSIONERS' COURT OF PANOLA COUNTY, TEXAS DO HEREBY CERTIFY THAT THE ABOVE NOTICE WAS POSTED ON THE OFFICIAL BULLETIN BOARD IN THE PANOLA COUNTY COURTHOUSE IN THE CITY OF CARTHAGE, TEXAS AND IN A PUBLIC PLACE VISIBLE AT ALL TIMES ON THE 8<sup>TH</sup> DAY OF JANUARY, 2025 AT 4:31 O'CLOCK P.M.



Bobbie Davis  
BOBBIE DAVIS, COUNTY CLERK  
PANOLA COUNTY, TEXAS

By: Jackie McDonald, Deputy