

FEB 12 2025

State of Texas
County of Panola

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

On this 14th day of January 2025, the Commissioners' Court of Panola County, Texas met in a special 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
David A. Cole	Commissioner, Precinct #2
Craig M. Lawless	Commissioner, Precinct #3
Dale LaGrone	Commissioner, Precinct #4

Commissioner Billy Alexander was absent. 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 Rodger McLane gave the prayer.

OPEN MEETING:

1. CITIZEN COMMENTS:

Keri Perot-Vance, Executive Director of the Panola County Chamber of Commerce reported on recent and upcoming events in the County.

Clarissa Moon, County Extension Agent, invited the public to the Mental Health Roundtable to be held January 22, 2025 from 9:00 AM to 12:00 PM at Panola College.

2. COMMISSIONER'S REPORTS:

There were no Commissioners' reports.

3. COUNTY JUDGE'S REPORT:

County Judge Rodger McLane reported that the new year has been busy so far.

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 an Operator with the Panola County Road and 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 and #328.
- b. To approve and record a request by Sabine Oil & Gas to place a 12" lay flat 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 Tax Assessor-Collector Chief Deputy Cassandra Brooks, Panola County Tax Assessor-Collector 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 and #3 Maria Hernandez.
- h. To record Statement of Officer and Oath of Office forms for Panola County Justice of the Peace, Precincts #2 and #3 Clerk Mary Sue Kiper.
- i. To record Statement of Officer and Oath of Office forms for Panola County Constable, Precincts #1 and #4 Jeff Ivy and Deputy Constable Kevin Lake, Peace Officers Bryan Murff and Jeff Martin, and 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 and #3 Brack LaGrone, Deputy Constable Jeremy Nagle and 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 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 Deputies – 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 AM.
- 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 Treasurer's 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 and #3 Maria Hernandez, Panola County District Attorney Investigator Jim Holder, Panola County Justice of the Peace, Precincts #1 and #4 Clerks Raven Gage and Brittany Odom, and PCSD Communications Officer Trinity Baker.

Commissioner Dale LaGrone moved and Commissioner David A. Cole seconded the motion to approve the Consent Items. The motion carried unanimously, with Commissioner Billy Alexander absent.

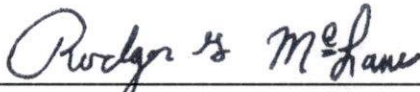
A COPY OF EACH LETTER, AMENDMENT, REQUEST, AND/OR BOND IS ATTACHED TO AND MADE A PART OF THE MINUTES.

5. Commissioner Craig M. Lawless moved and Commissioner Dale LaGrone seconded the motion to approve payment of current Panola County bills as prepared and submitted by the County Auditor. The motion carried unanimously, with Commissioner Billy Alexander absent. 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, with Commissioner Billy Alexander absent. SEE PAYROLL DISTRIBUTION REGISTER ATTACHED.
7. County Judge Rodger McLane moved and Commissioner Dale LaGrone seconded the motion to proclaim January 2025 Human Trafficking Prevention Month in Panola County. The motion carried unanimously, with Commissioner Billy Alexander absent. SEE PROCLAMATION ATTACHED.
8. Commissioner Craig M. Lawless moved and Commissioner David A. Cole seconded the motion to adopt Orders 2025-01 through 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. The motion carried unanimously, with Commissioner Billy Alexander absent. SEE ORDERS ATTACHED.
9. Commissioner Craig M. Lawless moved and Commissioner Dale LaGrone seconded the motion to approve a revised Panola County Airport – Sharpe Field Lease Agreement for ground and hangar leases. The motion carried unanimously, with Commissioner Billy Alexander absent. SEE LEASE AGREEMENT ATTACHED.
10. Commissioner Dale LaGrone moved and Commissioner Craig M. Lawless seconded the motion to move the polling place for Box #13 from Woods VFD to Woods New Hope Baptist Church located at 120 CR 425, Tenaha, Texas, and to move the polling place for Box #8 from Shady Grove Baptist Church to Inter-Community VFD located at 134 FM 1186, DeBerry, Texas. The motion carried unanimously, with Commissioner Billy Alexander absent. SEE LETTER ATTACHED.
11. Commissioner Dale LaGrone moved and Commissioner David A. Cole seconded the motion to create a part-time Warrant Deputy position for the Panola County Sheriff's Department and to approve the job description. The motion carried unanimously, with Commissioner Billy Alexander absent. SEE LETTER AND JOB DESCRIPTION ATTACHED.
12. Commissioner Craig M. Lawless moved and Commissioner David A. Cole seconded the motion to approve 2024 Budget Amendment No. 21. The motion carried unanimously, with Commissioner Billy Alexander absent. SEE BUDGET AMENDMENT ATTACHED.

13. Commissioner Dale LaGrone moved and Commissioner Craig M. Lawless seconded the motion to approve 2025 Budget Amendment No. 1. The motion carried unanimously, with Commissioner Billy Alexander absent. SEE BUDGET AMENDMENT ATTACHED.
14. The Panola County Auditor's Office was presented an award for Achievement in Excellence in Financial Reporting for Fiscal Year 2023. SEE INFORMATION ATTACHED.

The meeting adjourned at 9:11 AM.

Dated this 14th day of January 2025.



Rodger G. McLane, County Judge

FEB 11 2025

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 January 14, 2025.



Bobbie Davis, County Clerk



2/11/2025

Date