

KELSEY LAKE

*Deputy Election Administrator*

*Deputy Election Registrar*



PANOLA COUNTY COURTHOUSE

110 S. SYCAMORE ST., ROOM 100

CARTHAGE, TX 75633

TELEPHONE (903) 693-0370

FAX (903) 693-7283

LORETTA MASON

*Election Administrator*

*Voter Registrar*

February 26, 2025

Panola County Commissioners' Court

RE: Early Voting

To record the temporary help of KarenMcClelland for May 3, 2025 election.  
At the rate of \$12.00 per hour. She will be working April 21, 2025-May 7,  
2025.

Thank you for your consideration in this matter.

Sincerely,

A handwritten signature in cursive script that reads "Loretta Mason".

Loretta Mason

CC:

County Commissioners'

Jennifer Stacy

Abby Booker

KELSEY LAKE  
*Deputy Election Administrator*  
*Deputy Election Registrar*



PANOLA COUNTY COURTHOUSE  
110 S. SYCAMORE ST., ROOM 100  
CARTHAGE, TX 75633  
TELEPHONE (903) 693-0370  
FAX (903) 693-7283

LORETTA MASON  
*Election Administrator*  
*Voter Registrar*

February 26, 2025

Panola County Commissioners' Court

RE: Early Voting

To record the temporary help of Harriet Lowery for May 3, 2025 election. At the rate of \$12.00 per hour. She will be working April 21, 2025-May 7, 2025.

Thank you for your consideration in this matter.

Sincerely,

A handwritten signature in cursive script that reads "Loretta Mason".

Loretta Mason

CC:  
County Commissioners'  
Jennifer Stacy  
Abby Booker

## PERSONNEL CHANGE REQUEST

Name: RYAN MCKINLEY

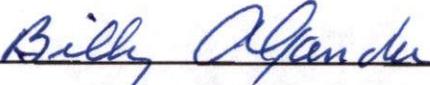
Department: ROAD AND BRIDGE PCT 1

Position: MECHANIC

New Position

(If applicable) NA

Current wage or salary	\$23.50
New wage or salary	\$24.50
Effective date of change	MARCH 24, 2025

  
\_\_\_\_\_  
Elected Official/Department Head  
Signature

MAR 11 2025  
\_\_\_\_\_  
Date Signed

# PANOLA COUNTY SHERIFF'S OFFICE

Office: 903-693-0333  
Fax: 903-693-9366



314 W. Wellington  
Carthage, Texas 75633

February 21, 2025

## Sheriff Cutter Clinton

The Honorable Rodger McLane  
Panola County Judge  
110 S. Sycamore  
Carthage, Texas 75633

Dear Judge McLane,

Please add the following item(s) to the next scheduled meeting of the Panola County Commissioner's Court:

Please record the employment of Kaleb Jones as a Detention Officer for the Panola County Sheriff's Office at a pay rate of \$16.81 per hour plus the budgeted uniform allowance effective February 26, 2025.

Please record the employment of Christian Buchanan as a Detention Officer for the Panola County Sheriff's Office at a pay rate of \$16.81 per hour plus the budgeted uniform allowance effective March 1, 2025.

Sincerely,

A handwritten signature in black ink that reads "Cutter Clinton". The signature is stylized with a large, sweeping initial "C".

Cutter Clinton  
Sheriff

CC/lw

CC: Jennifer Stacy  
Joni Reed

**Honesty, Integrity, Service**

February 26, 2025

FROM: Melanie Earle, Road and Bridge Warehouse Coordinator

TO: Abby Booker, County Treasurer

SUBJECT: EFFECTIVE DATE OF TERMINATION OF EMPLOYMENT:

Please be advised of the effective date of termination of employment for Alvin Anderson, Operator, for Panola County Road & Bridge Department, Pct.3, effective February 26, 2025, at 8:30 am.

Melanie Earle

*Melanie Earle*

Road and Bridge

Warehouse Coordinator

# PERSONNEL CHANGE REQUEST

Name: CHARLES LENNON

Department: ROAD AND BRIDGE PCT 2

Position: MECHANIC

New Position

(If applicable) OPERATOR

Current wage or salary	\$26.25
New wage or salary	\$22.29
Effective date of change	MARCH 12, 2025



Elected Official/Department Head

Signature

3-11-25

Date Signed

March 6, 2025

FROM: Melanie Earle, Road and Bridge Warehouse Coordinator

TO: Abby Booker, County Treasurer

SUBJECT: EFFECTIVE DATE OF EMPLOYMENT STATUS CHANGE:

Please be advised of the employment status change of Charles Lennon, Mechanic, for Panola County Road & Bridge Department, Pct. 2, to Operator, at the rate of \$22.29 per hour, effective March 12, 2025.

Melanie Earle

*Melanie Earle*

Road and Bridge

Warehouse Coordinator

**PERSONNEL CHANGE REQUEST**

**Name: JOSHUA BORN**

**Department: ROAD AND BRIDGE PCT 2**

**Position: OPERATOR**

**New Position**

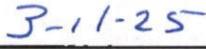
**(If applicable) MECHANIC**

<b>Current wage or salary</b>	<b>\$22.29</b>
<b>New wage or salary</b>	<b>\$26.25</b>
<b>Effective date of change</b>	<b>MARCH 12, 2025</b>

  
\_\_\_\_\_

**Elected Official/Department Head**

**Signature**

  
\_\_\_\_\_

**Date Signed**

March 6, 2025

FROM: Melanie Earle, Road and Bridge Warehouse Coordinator

TO: Abby Booker, County Treasurer

SUBJECT: EFFECTIVE DATE OF EMPLOYMENT STATUS CHANGE:

Please be advised of the employment status change of Joshua Born, Operator, for Panola County Road & Bridge Department, Pct. 2, to Mechanic, at the rate of \$26.25 per hour, effective March 12, 2025.

Melanie Earle

*Melanie Earle*

Road and Bridge

Warehouse Coordinator

NOTICE OF PROPOSED INSTALLATION  
PIPELINE AND/OR UTILITY LINES

TO: THE PANOLA COUNTY COMMISSIONER'S COURT

c/o

PANOLA COUNTY ROAD & BRIDGE DEPARTMENT, CARTHAGE, TEXAS

Formal notice is hereby given that:

DeBerry Water Supply proposes to place a  
(COMPANY NAME) 3/4" Tubing 1 in. casing water line across  
CR 339 627104. 55 FT 3 FT. below ditch line.  
(PIPE SIZE) \_\_\_\_\_ line within the Right-of-Way

of County Road: 339 as follows:  
(NUMBER OF ROAD)

The proposed pipeline will cross under the indicated roads on the attached sheet.  
Installation shall be made by boring a total length of 55 FT. line in Panola County.

The location and description of the proposed line and appurtenances is more fully shown  
by the copies of the drawings attached to this notice. The line will be constructed and  
maintained on the County Right-of-Way as directed by the County Commissioners in  
accordance with current Panola County Specifications.

Construction of this line will begin on or after the 10 day of  
March.

FIRM: De Berry Water Supply  
BY: Ashley Coleman  
TITLE: Manager  
ADDRESS: P.O. Box 274  
De Berry, TX 75639  
PHONE: (409) 431-4551

# APPROVAL

March 11, 2025

TO: DeBerry Water Supply  
Attn: Ashley Coleman  
P.O. Box 278  
DeBerry, TX. 75639

RE: **County Roads #339**

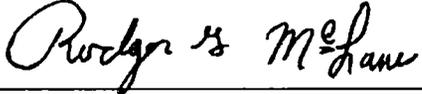
The Panola County Commissioners' Court offers no objection to the location on the right-of-way of your proposed **3/4" tubing - 1" casing water line** within the right-of-way of **County Road #339** as shown by accompanying drawings and notice except as noted below.

It is expressly understood that the County Commissioners' Court does not purpose hereby, to grant any right, claim, title or easement in or upon this county road. It is further understood that in the future should for any reason the county need to work, improve, relocate, widen, increase, add to, or in any manner change the structure of this right-of-way, any required relocation of said lines shall be at the sole expense of owner.

All work on the county right-of-way shall be performed in accordance with the county instructions. The installations shall not damage any part of the road and adequate provisions must be made to cause minimum inconvenience to traffic and adjacent owners. Special specifications for placing this line are as follows:

1. All lines are to be installed a minimum of 36 inches below the flow line of the adjacent drainage or barrow ditch.
2. All excavation within the right-of-way and not under surfacing shall be backfilled by tamping in 6 inch horizontal layers. All surplus material shall be removed from the right-of-way and the excavation finished flush with surrounding natural ground.
3. Lines crossing under surfaced roads and under surfacing cross roads within the right-of-way shall be placed by boring. Boring shall extend from crown line to crown line. Gravity from sewer lines under roadways shall be cast iron pipe.
4. All lines, where practicable, shall be located to cross roadbed at approximately right angles thereto. No lines are to be installed under or within 50 feet of either end of any bridge. No lines shall be placed in any culvert or within 10 feet of the closest point of same.

5. Parallel line will be installed as near the right-of-way lines as is possible and no parallel line will be installed in the roadbed or between the drainage ditch and the roadbed without special permission of the Panola County Commissioners' Court.
6. Operations along roadbeds shall be performed in such manner that all excavated material be kept off the pavement at all times, as well as all operating equipment and materials. No equipment or installation procedures will be used which will damage any road surface or structures. The cost of any repairs to road surface, roadbed, structures or other right-of-way features as a direct result of this installation will be borne by the owner of this line.
7. Barricades, warning signs, lights, and flag man(men) when necessary shall be provided by the contractor or owner. One-half (1/2) of the traveled portion of the road must be open at all times.

Approved:   
COUNTY JUDGE

COMMISSIONERS:

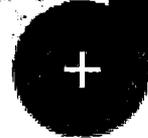
Precinct #1 Billy Alexander  
Precinct #2 David A. Cole  
Precinct #3 Craig M. Lawless  
Precinct #4 Dale LaGrone

# Measure distance

Drag the map and tap "Add point."



55.774 ft



Add point

NOTICE OF PROPOSED INSTALLATION  
PIPELINE AND/OR UTILITY LINES

TO: THE PANOLA COUNTY COMMISSIONER'S COURT

c/o

PANOLA COUNTY ROAD & BRIDGE DEPARTMENT, CARTHAGE, TEXAS

Formal notice is hereby given that:

**TGNR EAST TEXAS II**

\_\_\_\_\_ proposes to place a  
(COMPANY NAME)

**12" (twelve)**

\_\_\_\_\_ line within the Right-of-Way  
(PIPE SIZE)

of County Road: **CR 301, CR 302, CR 303, CR 203**  
(NUMBER OF ROAD) as follows:

The proposed pipeline will cross under the indicated roads on the attached sheet.  
Installation shall be made by boring a total length of **na** line in Panola County.

The location and description of the proposed line and appurtenances is more fully shown by the copies of the drawings attached to this notice. The line will be constructed and maintained on the County Right-of-Way as directed by the County Commissioners in accordance with current Panola County Specifications.

Construction of this line will begin on or after the **1st** day of  
**April, 2025.**

FIRM: **TGNR EAST TEXAS II**  
BY: Todd Wright  
TITLE: Consultant  
ADDRESS: 1749 US Hwy 79 S  
Texas, 75633  
PHONE: 903.539.2903

# APPROVAL

March 11, 2025

TO: TGNR East Texas II  
Attn: Todd Wright  
1749 US Hwy 79S  
Carthage, TX. 75633

RE: **County Roads #301, #302, #303, & #203**

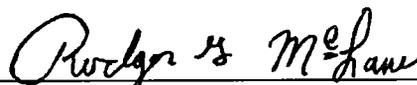
The Panola County Commissioners' Court offers no objection to the location on the right-of-way of your proposed **12" temporary water lines** within the right-of-way of **County Roads #301, #302, #303, & #203** as shown by accompanying drawings and notice except as noted below.

It is expressly understood that the County Commissioners' Court does not purpose hereby, to grant any right, claim, title or easement in or upon this county road. It is further understood that in the future should for any reason the county need to work, improve, relocate, widen, increase, add to, or in any manner change the structure of this right-of-way, any required relocation of said lines shall be at the sole expense of owner.

All work on the county right-of-way shall be performed in accordance with the county instructions. The installations shall not damage any part of the road and adequate provisions must be made to cause minimum inconvenience to traffic and adjacent owners. Special specifications for placing this line are as follows:

1. All lines are to be installed a minimum of 36 inches below the flow line of the adjacent drainage or barrow ditch.
2. All excavation within the right-of-way and not under surfacing shall be backfilled by tamping in 6 inch horizontal layers. All surplus material shall be removed from the right-of-way and the excavation finished flush with surrounding natural ground.
3. Lines crossing under surfaced roads and under surfacing cross roads within the right-of-way shall be placed by boring. Boring shall extend from crown line to crown line. Gravity from sewer lines under roadways shall be cast iron pipe.
4. All lines, where practicable, shall be located to cross roadbed at approximately right angles thereto. No lines are to be installed under or within 50 feet of either end of any bridge. No lines shall be placed in any culvert or within 10 feet of the closest point of same.

5. Parallel line will be installed as near the right-of-way lines as is possible and no parallel line will be installed in the roadbed or between the drainage ditch and the roadbed without special permission of the Panola County Commissioners' Court.
6. Operations along roadbeds shall be performed in such manner that all excavated material be kept off the pavement at all times, as well as all operating equipment and materials. No equipment or installation procedures will be used which will damage any road surface or structures. The cost of any repairs to road surface, roadbed, structures or other right-of-way features as a direct result of this installation will be borne by the owner of this line.
7. Barricades, warning signs, lights, and flag man(men) when necessary shall be provided by the contractor or owner. One-half (1/2) of the traveled portion of the road must be open at all times.

Approved:   
COUNTY JUDGE

COMMISSIONERS:

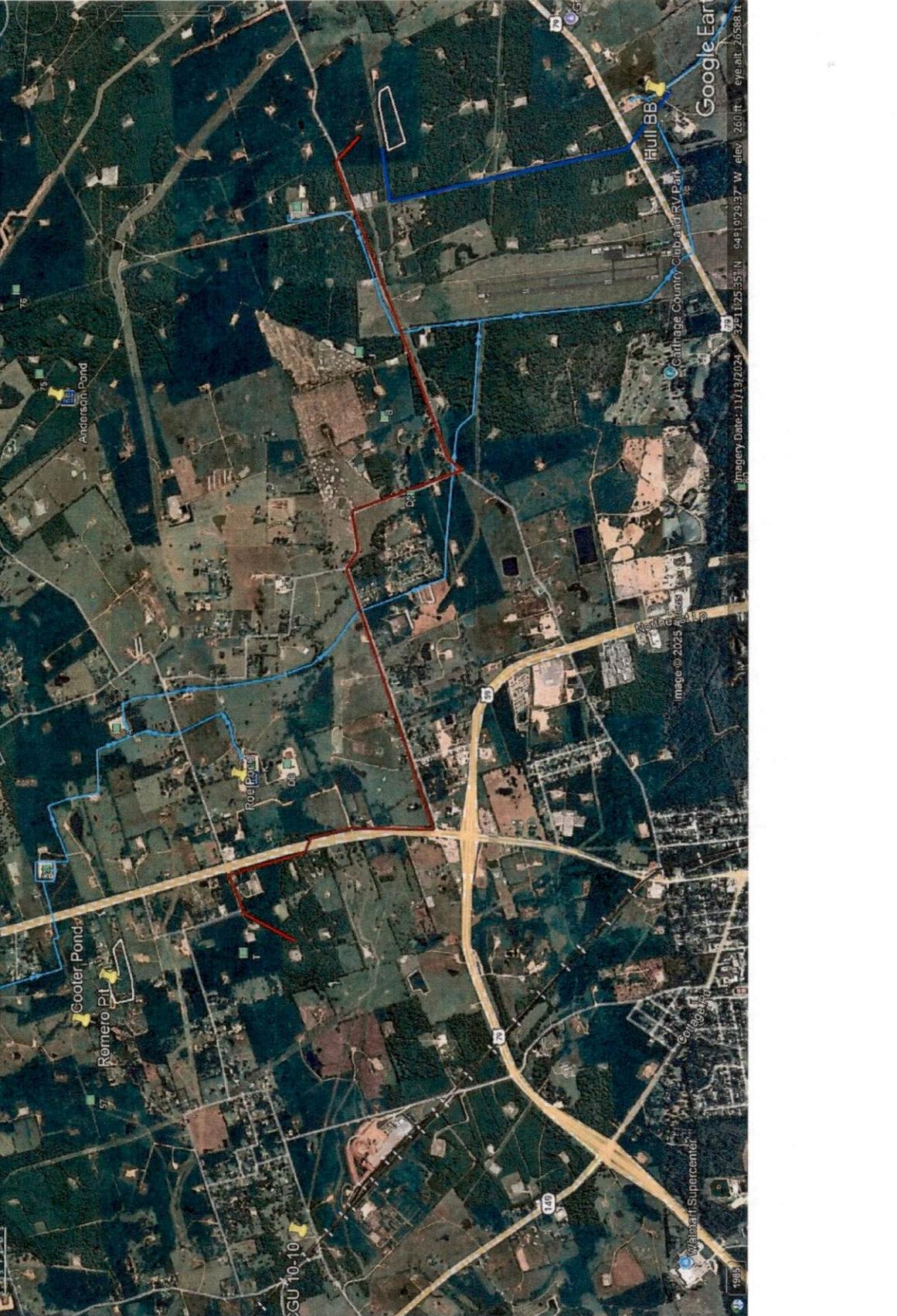
Precinct #1 Billy Alexander  
Precinct #2 David A. Cole  
Precinct #3 Craig M. Lawless  
Precinct #4 Dale LaGrone

Search

600 Peninsula Ave, 20500

Get Directions History

Waskom



Layers

- Hull AA
- Hull BB
- Water Line Route from Goff to AA BB
- Untitled Path
- Pad CE
- Temporary Places
- Frazier Pond
- McGuigan Pond
- McGee Pond
- Harrison Pond
- R. Tiller Sreed- 32°27'35.23"N, 94°13'11.11"W
- McGuigan Pond to McGee Pond
- Frazier to McGee (Re-route)
- McGee to Pad CE
- R. Tiller Spanna to Frazier
- Pad CE- 32°27'49.83"N, 94°8'7.45"W
- Furh Lake
- Moss Pond
- New Pond
- Hodges Staging Pit
- TXDOT Permit location - CM - H PADS
- Scottsville Phase 2
- Panola County Line
- Winkler Well - Water Route Permit

Layers

- Primary Database
- Announcements
- Borders and Labels
- Places
- Photos
- Roads
- 3D Buildings
- Weather
- Gallery
- More
- Terrain

Imagery Date: 11/13/2024

32°11'25.35" N 94°19'29.37" W elev. 260 ft eye alt. 26588 ft

Google Earth

/

**PANOLA COUNTY  
INVITATION TO BID**

**INSTRUCTIONS/TERMS OF CONTRACT**

By order of the Commissioners Court of Panola County, Texas, sealed bids will be received for:

**AIRPORT LEASE FOR HAY CUTTING**

TO PROVIDE for a contract commencing **APRIL 8, 2025**, and continuing until **DECEMBER 31, 2026**.

IT IS UNDERSTOOD that the Commissioners Court of Panola County, Texas reserves the right to reject any or all bids for any or all services covered in this bid request and to waive informalities or defects in bids or to accept such bids as it shall deem to be in the best interests of Panola County.

**BIDS MUST BE** submitted on the bid forms included for that purpose in this packet. Bids shall be placed in separate sealed envelopes, with **each page manually signed by a person having the authority to bind the bidder in a contract** and marked clearly on the outside as shown below.

SUBMISSION OF BIDS: Sealed bids shall be submitted to:

**COUNTY JUDGE  
PANOLA COUNTY COURTHOUSE, ROOM 216A  
CARTHAGE, TEXAS 75633**

Not later than **9:00 A.M. TUESDAY, APRIL 8, 2025**.

MARK ENVELOPES:

**“AIRPORT LEASE FOR HAY CUTTING”**

**ALL BIDS MUST BE RECEIVED IN THE COUNTY JUDGE’S OFFICE  
BEFORE OPENING DATE AND TIME**

\_\_\_\_\_  
SIGNATURE OF BIDDER

**SPECIFICATIONS FOR AIRPORT LEASE FOR HAY CUTTING**

1. Lease shall begin April 8, 2025, and end December 31, 2026
2. Lease shall be for 130 acres of specified land at the Panola County Airport, Sharpe Field. This lease is **ONLY** for the **SOLE PURPOSE** of cutting and baling grass for hay bales. Completed bales shall not remain on airport property for more than 7 days.
3. Successful bidder shall obtain a general liability insurance policy in the amount of \$1,000,000.00, with Panola County named as the additional insured. A copy of the policy shall be delivered to the Panola County Airport, Sharpe Field Airport Manager each year before any equipment is brought onto airport property.
4. Successful bidder agrees to cut and remove hay at least 3 (three) times per calendar year (with the exception of extreme drought conditions) and further agrees to keep height of grass maintained.
5. Successful bidder will clip the fields at the end of hay season.
6. Successful bidder shall comply with all Panola County Airport and Sharpe Field safety regulations and shall coordinate with the Airport Manager when crossing any runway or taxiway.
7. Before any cutting or baling operations begin full payment of lease shall be made in full to:  
  
**Abby Booker, Panola Co. Treasurer**  
**110 S. Sycamore St. Room 312**  
**Carthage, Texas. 75633**
8. Any attempt to sub-lease this agreement shall render the lease invalid.

SIGNATURE \_\_\_\_\_

**INVITATION TO BID**  
**INSTRUCTIONS / TERMS OF CONTRACT**

This bid, when properly accepted by Panola County, shall constitute an equally binding contract between the successful bidder and Panola County.

The bidder shall not offer anything of value to any employee, official or agent of Panola County.

Panola County may request representation and other information sufficient to determine bidder's ability to meet these minimum standards.

Successful bidder shall defend, indemnify and save harmless Panola County and all its officers, agents and employees from all suits, actions, or other claims of any character, name and description brought for or on account of any injuries or damages received or sustained by any person, persons or property on account of any negligent act or fault of the successful bidder, or of any agent, employee, subcontractor or supplier in the execution of, or performance under, any contract which may result from bid award. Successful bidder shall pay any judgment with costs, which may be obtained, against Panola County growing out of such injury or damages.

Successful bidder shall pay or cause to be paid, without cost or expense to Panola County, all Social Security, Unemployment and Federal Income Withholding Taxes of all such employees and all such employees shall be paid wages and benefits as required by Federal and/or State Law.

This contract shall remain in effect until contract expires, or performance of services ordered or terminated by either party with thirty (30) days written notice prior to any cancellation.

Panola County reserves the right to enforce the performance of this contract in any manner prescribed by law or deemed to be in the best interest of the county in the event of breach or default of this contract. This agreement is performable in Panola County, Texas.

In the event the successful bidder shall fail to perform, keep or observe any of the terms and conditions to be performed, kept or observed, Panola County shall give the successful bidder written notice of such default; and in the event said default is not remedied to the satisfaction and approval of the county within two (2) working days of receipt of such notice by the successful bidder, default will be declared and all the successful bidder's rights shall terminate.

Bidder, in submitting this bid, agrees that Panola County shall not be liable to prosecution for damages if the county declares the bidder in default.

Texas Government Code Sec. 2271.002 Provision Required in Contract:

1. Bidder does not boycott Israel; and
2. Bidder will not boycott Israel during the term of the contract.

Texas Government Code Sec. 2274.002 Provision Required in Contract:

1. Bidder does not have a practice, policy, guidance, or directive that discriminates against a firearm entity or firearm trade association; and
2. Will not discriminate during the term of the contract against a firearm entity or firearm trade association.

Texas Government Code Sec. 2276.002 Provision Required in Contract:

1. Bidder does not boycott Energy Companies; and
2. Bidder will not boycott Energy Companies during the term of the contract.

ANY QUESTIONS concerning this INVITATION TO BID AND SPECIFICATIONS should be directed to **Robert Duncan, Airport Manager (903) 690-2833**

**BID FORM AND CONTRACT**

TO THE COMMISSIONERS COURT OF PANOLA COUNTY, TEXAS FOR FURNISHING TO PANOLA COUNTY, TEXAS IN ACCORDANCE WITH THE FOREGOING SPECIFICATIONS:

The undersigned, as bidder, declares that the only person or persons interested in this bid as principals are those named herein; that this bid is made without collusion with any other person, firm, or corporation; and that I (we) have carefully examined the advertisement, instructions to bidders, specifications, and condition of payment. It is understood that the Court reserves the right to accept or reject any and/or all bids.

I (we) hereby agree to lease 130 acres of land for sole purpose of cutting and baling hay.

I HEREBY BID \$ \_\_\_\_\_ (TOTAL) FOR THE LEASE OF 130 ACRES OF SPECIFIED LAND AT THE PANOLA COUNTY AIRPORT, SHARPE FIELD FOR THE SOLE PURPOSE OF CUTTING AND BALING HAY.

DATE: \_\_\_\_\_

FIRM: \_\_\_\_\_

BY: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

\_\_\_\_\_

PHONE NUMBER: \_\_\_\_\_

DATE: \_\_\_\_\_

PANOLA COUNTY, TEXAS

BY: \_\_\_\_\_

# Donation Acceptance

I/we, being desirous to contribute a donation to Panola County for the Panola County Sheriff's Department and/or General Fund hereby donate the following:

Dog Food

This donation is to be used by the Panola County Sheriff's Department to purchase dog food for the K-9 dog, or if no purpose is indicated, the purpose shall be determined by the Commissioners' Court. All purposes must be in accordance with current laws governing such funds. The Panola County Commissioners' Court according to Local Gov't. Code, Section 81.032, must accept this donation.

I/we acknowledge that this is given as a donation and that I/we have not been promised any other benefit because of the donation, nor have I/we been induced or coerced in any way by any official or employee of Panola County. I/we further certify that this donation is given freely and voluntarily.

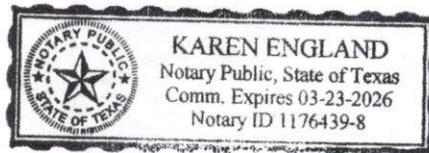
Date 2/21/25

Tractor Supply

(Signed) Mick Choney

Sworn to and subscribed before me this 21<sup>st</sup> of FEBRUARY.

Karen England  
Notary Public, State of Texas  
My Commission Expires: 3/23/2026



## [Panola County Use Only]

This item was accepted/disapproved (strike one) at a meeting of the Panola County

Commissioners' Court on this 11<sup>th</sup> day of March, 2025

County Judge Rodger G. McLane  
Rodger G. McLane

**PANOLA COUNTY — SHARPE FIELD  
LEASE AGREEMENT**

STATE OF TEXAS

§

§

§

COUNTY OF PANOLA

KNOW ALL PERSONS BY THESE PRESENTS

This lease is entered into this 30 day of January, 2025 between the County of Panola hereinafter referred to as the "Lessor" and is the owner of the Panola County Airport—Sharpe Field, hereinafter referred to as "Airport" and \_\_\_\_\_ (a corporation, partnership, or sole proprietor), hereinafter referred to as "Lessee" who covenant and agree as follows:

**WHEREAS**, Lessor and Lessee are committed to the proper operation, improvement, and continued development of the Airport; and

**WHEREAS**, Lessor deems it advantageous to itself and to the operation of the Airport to lease to Lessee certain land and/or hangar as stated herein;

**NOW THEREFORE**, in consideration of the terms, considerations, and privileges listed herein, Lessor and Lessee covenant and agree as follows:

**Section 1.        Leased Area**

A.        Ground Lease – Lessor does hereby lease to Lessee:

\_\_\_\_\_  
\_\_\_\_\_

and as shown on the "Plat of Land" which is attached hereto and incorporated herein, and hereinafter referred to as the "Land" and located on the Airport. Lessee hereby leases the said Land from the Lessor subject to the terms, considerations, and privileges stated herein.

B.        Hangar– Lessor does hereby lease to Lessee Hangar No. 21 more particularly described as follows:

\_\_\_\_\_  
\_\_\_\_\_

and as shown on the Plat attached hereto and incorporated herein, all hereafter referred to as the "Hangar" and located on the Airport. Lessee hereby leases the said Hangar from Lessor subject to the terms, considerations, and privileges stated herein.

## Section 2. Term

### A. HANGERS

This lease shall be for the term of 24 months, not to exceed two (2) years, and as agreed upon by Lessor, commencing on the 30 day of January, 2025 and ending on the 30 day of January, 2027. Thereafter, this lease may be renewed for a subsequent 2 (two) year extension upon giving of written notice by Lessee to Lessor not more than one hundred eighty (180) nor less than sixty (60) days prior to the expiration of the preceding two year lease term and upon mutual and written agreement by Lessor.

### B. GROUND LEASE

This lease shall be for the term of \_\_\_\_ months, not to exceed twenty (20) years, except in the event Lessee intends to and has provided sufficient evidence toward constructing a structure on the Land/making improvements to the Hangar/Building/Office and has applied for and secured a loan for such structure/improvements for a period of time longer that twenty (20) years and is required by the bank, person, or lending institution making the loan to hold the lease for the duration of the loan payments and as agreed upon by Lessor, commencing on the \_\_\_\_ day of \_\_\_\_\_, 20\_\_ and ending on the \_\_\_\_ day of \_\_\_\_\_, 20\_\_. Thereafter, this lease may be renewed for a subsequent \_\_\_\_ year extension upon giving of written notice by Lessee to Lessor not more than one hundred eighty (180) nor less than sixty (60) days prior to the expiration of the preceding \_\_\_\_ year lease term and upon mutual and written agreement by Lessor.

## Section 3. Consideration

A. In consideration for the lease of the Hanger or Ground Lease referenced herein, Lessee hereby agrees to pay monthly/~~yearly~~ the sum of \$ ~~2520~~. The first year's payment to be made in advance. Thereafter, all future payments shall be made on or before the first working day of the month due for the term of this contract plus any extensions thereto.

B. Lessee agrees that the lease payment listed herein shall be subject to review and adjustment by Lessor at five (5) year intervals, or whenever the Commissioners Court of Panola County shall determine, throughout the term of the lease and prior to any extensions granted.

C. All lease fees shall be paid as the same becomes due, without demand, in lawful currency by cashier's check or money order made payable to the County of Panola, Texas by mail or delivery.

D. Lessee agrees that he will at all times keep the premises of the Panola County — Sharpe Field grounds, buildings, and associated Ground Lease

and/or Hanger, including the inside and the outside of the Ground Lease and/or Hanger, clean and free of trash, litter tall grass, weeds, junked automobiles, and scrap aircraft parts. Lessee shall abide by all applicable rules and recommendations of the Environmental Protection Agency, the Texas Commission on Environmental Quality, the Texas Department of Agriculture, the Texas Department of Transportation, and any other public agency concerning the use, storage, and disposal of hazardous chemicals, fuel, and/or oil. Lessee further agrees to abide by the manufacturer's directions in regards to the use, storage, and disposal of all pesticides, herbicides, and other chemicals plus their containers used at the airport. Should Lessee fail to keep the Ground Lease and/or Hanger clean and free of hazards, Lessor shall, after 10 days written notice, arrange for the cleanup of the littered or hazardous area. Such cleanup shall be charged to Lessee and payable on demand. Failure to render proper payment for such cleanup and/or general disregard for the considerations and restrictions listed in this lease agreement are grounds for Lessor to terminate this lease.

E. Electrical Meters – Lessee shall be responsible for the installation of, or transfer of, electric service into Lessee's individual account no later than 30 days from the signing of this lease. Lessee shall assume responsibility of payment and is required to remain in financially good standing with the electrical provider.

F. Taxes, Fees, Insurance, and Bond – Lessee shall be liable for all taxes and fees owed on or by his personal business or himself. Under no circumstances shall Lessor be liable for or be required to pay any tax or fee owed by Lessee. Lessor shall provide insurance for all Lessor owned real property located at the Airport under lessor" policy which shall be for the sole benefit and protection of Lessor. Lessee shall provide his own insurance coverage for any personal property located in or on the Ground Lease and/or Hanger. Additionally, Lessee shall be insured or bonded in the amount of \$250,000.00 (two hundred and fifty thousand dollars) with Lessor listed as beneficiary in the event of damage to the Airport for which Lessee is liable and cannot or will not rectify. Certificates of such required insurance shall be furnished by Lessee to Lessor and certificates presently then in effect shall be on file at all times. Any changes in those certificates must have prior written approval of Lessor.

#### **Section 4. Permitted Use**

A. Lessee agrees that the leased Land/Hangar may be used solely aeronautical activities.

B. Lessee may park his and/or his passenger's privately-owned automobile(s) inside the Hangar, but only while on a flight which originated at the Airport.

C. Lessee may store up to a maximum of twelve units of (one) quart

containers of aviation oil inside the Hangar for use in subject aircraft so long, and only so long, as such oil is contained in marked, approved containers. Such storage will be at the discretion of and with written approval from the local fire marshal if such storage is allowed under local fire codes.

**Section 5. Restricted Use**

A. Lessee agrees that the usage of the Ground Lease and/or Hanger plus any associated apron shall be limited to the parking/hangaring of his personal/company owned aircraft. No automobile, bus, truck, or other transportation mode may be permanently or habitually parked or stored on/in the Ground Lease and/or Hanger except in approved automobile parking areas and as agreed upon by Lessor.

B. Lessee agrees that he will not conduct any commercial activity unrelated to the purposes of the Panola County Airport — Sharpe Field.

C. Lessee agrees that he will not store or permit the storage of any fuel or hazardous, volatile, and/or dangerous chemicals on/inside the Ground Lease and/or Hanger except as authorized in Section 4.c. without the written consent of Lessor.

D. Lessee agrees not to fuel or defuel any aircraft while parked inside the Hangar.

E. Lessee agrees to have a sufficient number (as determined by any applicable fire codes) of fire extinguishers (fire suppression equipment) of acceptable size as determined by the local fire marshal inside the Hangar. Such fire extinguisher(s) shall be readily accessible in the event of a fire. Each Lessee or a hanger must present, upon demand, proof or certification of current certification of fire suppression equipment.

F. Lessee agrees not to make any additions or modifications to the Lessor-owned Hanger unless agreed upon by both parties in writing. In event of such consent, all improvements or modifications shall be made at the expense of Lessee and, at the expiration of this Lease and any extensions to this lease, shall become the property of the Lessor.

G. Lessee agrees that he will not operate any nonaviation related business or activity on/in the Ground Lease and/or Hanger without the express written consent of Lessor. Any such nonaviation related business or activity must be so established by a separate contract.

**Section 6. Sublease, Assignment, or Sale**

A. The Lessee shall not sublease, assign, sell, or transfer this contract agreement or any right hereunder to any person, corporation, or association. Any such sublease, assignment, sale, or transfer shall be grounds, at the option of the Lessor, for the Lessor to immediately terminate this contract

agreement.

B. The Airport shall have and retain the first right of refusal for all Ground Leases, Hanger leases, and the sale of privately-owned hangers occupying a ground lease. Notice shall be delivered to the Airport Manager and County Judge by certified mail requiring recipient's signature.

#### **Section 7. Termination**

A. This contract agreement may be prematurely terminated by Lessor or Lessee if either fails to abide by the terms and conditions expressed herein and due the complainant and so decreed by a court of competent jurisdiction. Should Lessee be declared bankrupt, incompetent, or become deceased, this contract agreement shall immediately terminate and shall not be considered as part of Lessee's estate and shall not become an asset of any appointed or assigned guardian, trustee, or receiver. In the event Lessee fails to make timely payments of all taxes or fees, fails to provide proof of required insurance or bond, uses the Airport property or permits the Airport property to be used for any illegal or unauthorized purpose, files bankruptcy, abandons or leaves the property vacant or unoccupied for 90 (ninety) consecutive days, or violates any of the terms and conditions of this contract agreement, Lessor has the right to terminate this contract agreement and retake possession of any Airport property leased to or under the control of Lessee.

B. Lessee agrees and understands that Lessor reserves the right to further expand, develop, or improve the airport, including the termination of this lease agreement, in such instance that the continued leasing of the Ground Lease and/or Hanger would have a negative impact on any proposed development or improvements at the Airport. This contract agreement may be terminated regardless of the desires, wishes, or views of Lessee and without interference or hindrance from Lessee, but only so long as such expansion, development, or improvements are shown on a Texas Department of Transportation, FAA approved Airport Layout Plan or Master Plan, and/or by order of the Panola County Commissioners Court.

C. This contract may be prematurely terminated by mutual agreement and consent of both parties in writing. Such termination by mutual agreement shall cause both Lessor and Lessee to be free of any and all requirements of this contract, except as contained in paragraph 7.D. hereunder, and neither Lessor nor Lessee shall have any derogatory remarks or entries made upon their resumés or upon any public or private records which would indicate failure to successfully fulfill the conditions of this contract.

D. At the termination of this contract agreement, either by normal expiration, premature termination, or mutual agreement, Lessee shall peaceably vacate the premises. Should Lessee be in default of any monies owed to Lessor, Lessor may take possession of any personal property owned by Lessee and located at the Airport and hold until the monetary default is settled. In such case that Lessee cannot or will not settle any claims against him owed to Lessor, Lessor may

liquidate any personal property seized, subject to the disposition of a court of competent jurisdiction. Lessee shall be liable for any and all expenses incurred by Lessor in such action.

**Section 8. Hold Harmless**

Lessee agrees to save and hold harmless Lessor and its agents, servants, and employees of and from any and all liabilities, expenses, causes of action, damages, and/or attorney's fees resulting from or as a result of any of Lessee's businesses, operation, occupancy, or use of the Airport or from any act or omission of Lessee's agents, servants, or employees. This indemnity agreement shall apply and protect Lessor and its agents, servants, and employees even though it be contended, or even established, that said Lessor or its agents, servants, or employees were negligent or that their conduct or omission in any way caused or contributed to any such liability, expense, cause of action, damage, and/or attorney's fees.

**Section 9. Maintenance of Landing Area**

Lessee understands and agrees that Lessor reserves the right, but not the obligation, to maintain the Airport to at least the minimum standards as recommended by the FAA, the Texas Department of Transportation, or requirements set forth by the Panola County Commissioners Court. Such right includes the right to maintain and keep in repair all public use areas at the Airport and the right to direct and control all activities as necessary at the Airport. Lessee also understands that Lessor is not obligated by this lease to continue operating the Airport as an airport and may close the Airport at any time and at its own discretion. Such closure shall immediately void this contract and no damages or monies or other compensation will be owed to the Lessee by Lessor.

**Section 10. Exclusions**

A. This contract agreement embraces the entire lease agreement of the parties mentioned herein pertaining to the Ground Lease and/or Hanger and no statement, remark, agreement, or understanding, either oral or written, not contained herein shall be recognized or enforced as it pertains to the lease of the Ground Lease and/or Hanger , except that this contract agreement may be modified by written addendum agreed to and signed by all pertinent parties and attached hereto.

B. For the purpose of this contract agreement, the singular number shall include the plural and the masculine shall include the feminine and vice-versa, whenever the context so admits or requires.

C. The "Section" captions and headings are inserted solely for the convenience of reference and are not part of nor intended to govern, limit, or

aid in the construction of any provision hereof.

D. The parties to this contract agreement hereby acknowledge and agree that they are the principals to the contract agreement and have the power, right, and authority to enter into this contract agreement and have the power, right, and authority to enter into this contract agreement and are not acting as an agent for the benefit of any third party, except that Lessor is acting on behalf of the County of Panola.

E. This contract agreement shall be governed by the laws of the State of Texas and construed thereunder and venue of any action brought under this contract agreement shall be in Panola County, Texas.

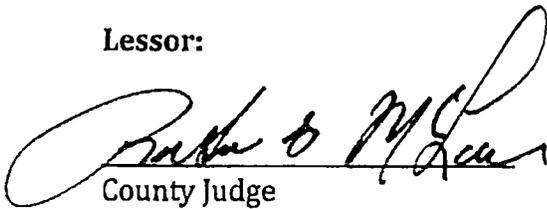
F. If any section, paragraph, sentence, or phrase entered in this contract agreement is held to be illegal or unenforceable by a court of competent jurisdiction, such illegality or unenforceability shall not affect the remainder of this contract agreement and, to this end, the provisions of this contract agreement are declared to be severable.

**Section 11. Reservations**

A. Lessor specifically reserves the right of entrance at any time without prior warning, notice, or confirmation of notice.

EXECUTED this 30<sup>th</sup> day of January, 2025

**Lessor:**

  
County Judge

**Lessee:**

  
PO. BOX 355  
Carthage, TX 75633  
903-754-3233

Attest: 

County Clerk of Panola County





R. K. Austin  
Owner/General Manager

# Austin

## Surveying & Mapping

P. O. Box 629  
311 W. Sabine Street  
Carthage, TX 75633  
Telephone: 903-693-6135  
Fax: 903-693-3432  
TXBPELS Firm No. 10121800  
Tax ID No. 75-2608367



D. Don Austin  
RPLS No. 4431  
County Surveyor

**STATE OF TEXAS  
COUNTY OF PANOLA**

**Exhibit "A"**

**Legal Description** of a survey made for the County of Panola:  
Job No. 24015

**HANGAR LOT NO. 21**

All that certain lot or parcel of land, a part of the DAVID BROWN Survey, Abstract No. 104, Panola County, Texas, and being a part of that certain tract of land called 21.301 acres described in a deed from Joe Williams, et al, to Panola County, Texas, dated December 16, 1976, recorded in Vol. 610, Page 328 of the Deed Records of Panola County, Texas, and the said subject lot or parcel of land is more particularly described as follows:

COMMENCING at a ½-inch iron rod found for the Southeast corner of the said parent tract called 21.301 acres at a fence corner, same being the Northeast corner of that certain 2.000 acre tract of land described in a deed from Bettie L. Williams to Panola County, Texas, dated March 20, 2024, recorded as Document No. 257049 in the Official Public Records of Panola County, Texas;

THENCE North 9° 50" West a distance of 687.0 feet to the Point of Beginning of the herein described subject lot at its Southeast corner;

THENCE South 88° 37' West a distance of 60.0 feet to a point;

THENCE North 01° 25" West a distance of 47.2 feet to a point;

THENCE North 88° 37' East a distance of 60.0 feet to a point;

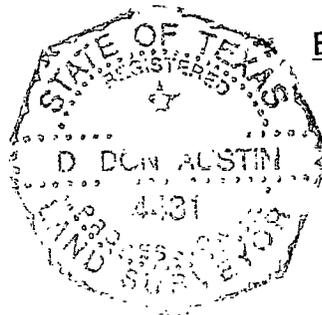
THENCE South 01° 25' East a distance of 47.2 feet to the Point of Beginning.

This document is prepared specifically for the parties designated hereon. Only those prints containing the Surveyor's seal should be considered official and relied upon by the user. It is invalid unless it bears an original "LIVE" blue wet ink signature. The certification shown hereon shall not apply to any copies. Alterations, duplications, facsimiles, modifications, scanning, or use without the written consent of AUSTIN SURVEYING & MAPPING is strictly prohibited. COPYRIGHT 2024 by AUSTIN SURVEYING & MAPPING. All rights reserved.

I, D. D. Austin, Registered Professional Land Surveyor, do hereby certify that the above legal description was prepared in accordance with an actual ground survey of the property so described, and that the said survey is correct to the best of my professional knowledge and belief.

Given under my hand and seal,  
this 23<sup>rd</sup> day of September, 2024.

Don Austin, R.P.L.S. #443



**Exhibit "A"**

**PANOLA COUNTY — SHARPE FIELD  
LEASE AGREEMENT**

**STATE OF TEXAS**                    §  
                                                 §                    **KNOW ALL PERSONS BY THESE PRESENTS**  
**COUNTY OF PANOLA**            §

This lease is entered into this 31 day of Jan, 2025, between the County of Panola hereinafter referred to as the "Lessor" and is the owner of the Panola County Airport—Sharpe Field, hereinafter referred to as "Airport" and Harold Campbell/mark Campb. (a corporation, partnership, or sole proprietor), hereinafter referred to as "Lessee" who covenant and agree as follows:

**WHEREAS**, Lessor and Lessee are committed to the proper operation, improvement, and continued development of the Airport; and  
**WHEREAS**, Lessor deems it advantageous to itself and to the operation of the Airport to lease to Lessee certain land and/or hangar as stated herein;  
**NOW THEREFORE**, in consideration of the terms, considerations, and privileges listed herein, Lessor and Lessee covenant and agree as follows:

**Section 1.            Leased Area**

A.     **Ground Lease - Lessor does hereby lease to Lessee:**  
\_\_\_\_\_  
\_\_\_\_\_

and as shown on the "Plat of Land" which is attached hereto and incorporated herein, and hereinafter referred to as the "Land" and located on the Airport. Lessee hereby leases the said Land from the Lessor subject to the terms, considerations, and privileges stated herein.

B.     **Hangar- Lessor does hereby lease to Lessee Hangar No. 13 more particularly described as follows:**  
\_\_\_\_\_  
\_\_\_\_\_

and as shown on the Plat attached hereto and incorporated herein, all hereafter referred to as the "Hangar" and located on the Airport. Lessee hereby leases the said Hangar from Lessor subject to the terms, considerations, and privileges stated herein.

**Section 2. Term**

**A. HANGERS**

This lease shall be for the term of 24 months, not to exceed two (2) years, and as agreed upon by Lessor, commencing on the 1 day of Feb, 2025 and ending on the 1 day of Feb, 2027. Thereafter, this lease may be renewed for a subsequent 2 (two) year extension upon giving of written notice by Lessee to Lessor not more than one hundred eighty (180) nor less than sixty (60) days prior to the expiration of the preceding two year lease term and upon mutual and written agreement by Lessor.

**B. GROUND LEASE**

This lease shall be for the term of \_\_\_\_ months, not to exceed twenty (20) years, except in the event Lessee intends to and has provided sufficient evidence toward constructing a structure on the Land/making improvements to the Hangar/Building/Office and has applied for and secured a loan for such structure/improvements for a period of time longer than twenty (20) years and is required by the bank, person, or lending institution making the loan to hold the lease for the duration of the loan payments and as agreed upon by Lessor, commencing on the \_\_\_\_ day of \_\_\_\_\_, 20\_\_ and ending on the \_\_\_\_ day of \_\_\_\_\_, 20\_\_. Thereafter, this lease may be renewed for a subsequent \_\_\_\_ year extension upon giving of written notice by Lessee to Lessor not more than one hundred eighty (180) nor less than sixty (60) days prior to the expiration of the preceding \_\_\_\_ year lease term and upon mutual and written agreement by Lessor.

**Section 3. Consideration**

A. In consideration for the lease of the Hanger or Ground Lease referenced herein, Lessee hereby agrees to pay monthly yearly the sum of \$ 139.00. The first year's payment to be made in advance. Thereafter, all future payments shall be made on or before the first working day of the month due for the term of this contract plus any extensions thereto.

B. Lessee agrees that the lease payment listed herein shall be subject to review and adjustment by Lessor at five (5) year intervals, or whenever the Commissioners Court of Panola County shall determine, throughout the term of the lease and prior to any extensions granted.

C. All lease fees shall be paid as the same becomes due, without demand, in lawful currency by cashier's check or money order made payable to the County of Panola, Texas by mail or delivery.

D. Lessee agrees that he will at all times keep the premises of the Panola County — Sharpe Field grounds, buildings, and associated Ground Lease

and/or Hanger, including the inside and the outside of the Ground Lease and/or Hanger, clean and free of trash, litter tall grass, weeds, junked automobiles, and scrap aircraft parts. Lessee shall abide by all applicable rules and recommendations of the Environmental Protection Agency, the Texas Commission on Environmental Quality, the Texas Department of Agriculture, the Texas Department of Transportation, and any other public agency concerning the use, storage, and disposal of hazardous chemicals, fuel, and/or oil. Lessee further agrees to abide by the manufacturer's directions in regards to the use, storage, and disposal of all pesticides, herbicides, and other chemicals plus their containers used at the airport. Should Lessee fail to keep the Ground Lease and/or Hanger clean and free of hazards, Lessor shall, after 10 days written notice, arrange for the cleanup of the littered or hazardous area. Such cleanup shall be charged to Lessee and payable on demand. Failure to render proper payment for such cleanup and/or general disregard for the considerations and restrictions listed in this lease agreement are grounds for Lessor to terminate this lease.

E. Electrical Meters – Lessee shall be responsible for the installation of, or transfer of, electric service into Lessee's individual account no later than 30 days from the signing of this lease. Lessee shall assume responsibility of payment and is required to remain in financially good standing with the electrical provider.

F. Taxes, Fees, Insurance, and Bond – Lessee shall be liable for all taxes and fees owed on or by his personal business or himself. Under no circumstances shall Lessor be liable for or be required to pay any tax or fee owed by Lessee. Lessor shall provide insurance for all Lessor owned real property located at the Airport under lessor" policy which shall be for the sole benefit and protection of Lessor. Lessee shall provide his own insurance coverage for any personal property located in or on the Ground Lease and/or Hanger. Additionally, Lessee shall be insured or bonded in the amount of \$250,000.00 (two hundred and fifty thousand dollars) with Lessor listed as beneficiary in the event of damage to the Airport for which Lessee is liable and cannot or will not rectify. Certificates of such required insurance shall be furnished by Lessee to Lessor and certificates presently then in effect shall be on file at all times. Any changes in those certificates must have prior written approval of Lessor.

#### **Section 4. Permitted Use**

A. Lessee agrees that the leased Land/Hangar may be used solely aeronautical activities.

B. Lessee may park his and/or his passenger's privately-owned automobile(s) inside the Hangar, but only while on a flight which originated at the Airport.

C. Lessee may store up to a maximum of twelve units of (one) quart

containers of aviation oil inside the Hangar for use in subject aircraft so long, and only so long, as such oil is contained in marked, approved containers. Such storage will be at the discretion of and with written approval from the local fire marshal if such storage is allowed under local fire codes.

**Section 5. Restricted Use**

A. Lessee agrees that the usage of the Ground Lease and/or Hanger plus any associated apron shall be limited to the parking/hangaring of his personal/company owned aircraft. No automobile, bus, truck, or other transportation mode may be permanently or habitually parked or stored on/in the Ground Lease and/or Hanger except in approved automobile parking areas and as agreed upon by Lessor.

B. Lessee agrees that he will not conduct any commercial activity unrelated to the purposes of the Panola County Airport — Sharpe Field.

C. Lessee agrees that he will not store or permit the storage of any fuel or hazardous, volatile, and/or dangerous chemicals on/inside the Ground Lease and/or Hanger except as authorized in Section 4.c. without the written consent of Lessor.

D. Lessee agrees not to fuel or defuel any aircraft while parked inside the Hangar.

E. Lessee agrees to have a sufficient number (as determined by any applicable fire codes) of fire extinguishers (fire suppression equipment) of acceptable size as determined by the local fire marshal inside the Hanger. Such fire extinguisher(s) shall be readily accessible in the event of a fire. Each Lessee or a hanger must present, upon demand, proof or certification of current certification of fire suppression equipment.

F. Lessee agrees not to make any additions or modifications to the Lessor-owned Hanger unless agreed upon by both parties in writing. In event of such consent, all improvements or modifications shall be made at the expense of Lessee and, at the expiration of this Lease and any extensions to this lease, shall become the property of the Lessor.

G. Lessee agrees that he will not operate any nonaviation related business or activity on/in the Ground Lease and/or Hanger without the express written consent of Lessor. Any such nonaviation related business or activity must be so established by a separate contract.

**Section 6. Sublease, Assignment, or Sale**

A. The Lessee shall not sublease, assign, sell, or transfer this contract agreement or any right hereunder to any person, corporation, or association. Any such sublease, assignment, sale, or transfer shall be grounds, at the option of the Lessor, for the Lessor to immediately terminate this contract

agreement.

B. The Airport shall have and retain the first right of refusal for all Ground Leases, Hanger leases, and the sale of privately-owned hangers occupying a ground lease. Notice shall be delivered to the Airport Manager and County Judge by certified mail requiring recipient's signature.

## **Section 7. Termination**

A. This contract agreement may be prematurely terminated by Lessor or Lessee if either fails to abide by the terms and conditions expressed herein and due the complainant and so decreed by a court of competent jurisdiction. Should Lessee be declared bankrupt, incompetent, or become deceased, this contract agreement shall immediately terminate and shall not be considered as part of Lessee's estate and shall not become an asset of any appointed or assigned guardian, trustee, or receiver. In the event Lessee fails to make timely payments of all taxes or fees, fails to provide proof of required insurance or bond, uses the Airport property or permits the Airport property to be used for any illegal or unauthorized purpose, files bankruptcy, abandons or leaves the property vacant or unoccupied for 90 (ninety) consecutive days, or violates any of the terms and conditions of this contract agreement, Lessor has the right to terminate this contract agreement and retake possession of any Airport property leased to or under the control of Lessee.

B. Lessee agrees and understands that Lessor reserves the right to further expand, develop, or improve the airport, including the termination of this lease agreement, in such instance that the continued leasing of the Ground Lease and/or Hanger would have a negative impact on any proposed development or improvements at the Airport. This contract agreement may be terminated regardless of the desires, wishes, or views of Lessee and without interference or hindrance from Lessee, but only so long as such expansion, development, or improvements are shown on a Texas Department of Transportation, FAA approved Airport Layout Plan or Master Plan, and/or by order of the Panola County Commissioners Court.

C. This contract may be prematurely terminated by mutual agreement and consent of both parties in writing. Such termination by mutual agreement shall cause both Lessor and Lessee to be free of any and all requirements of this contract, except as contained in paragraph 7.D. hereunder, and neither Lessor nor Lessee shall have any derogatory remarks or entries made upon their resumés or upon any public or private records which would indicate failure to successfully fulfill the conditions of this contract.

D. At the termination of this contract agreement, either by normal expiration, premature termination, or mutual agreement, Lessee shall peaceably vacate the premises. Should Lessee be in default of any monies owed to Lessor, Lessor may take possession of any personal property owned by Lessee and located at the Airport and hold until the monetary default is settled. In such case that Lessee cannot or will not settle any claims against him owed to Lessor, Lessor may

liquidate any personal property seized, subject to the disposition of a court of competent jurisdiction. Lessee shall be liable for any and all expenses incurred by Lessor in such action.

**Section 8. Hold Harmless**

Lessee agrees to save and hold harmless Lessor and its agents, servants, and employees of and from any and all liabilities, expenses, causes of action, damages, and/or attorney's fees resulting from or as a result of any of Lessee's businesses, operation, occupancy, or use of the Airport or from any act or omission of Lessee's agents, servants, or employees. This indemnity agreement shall apply and protect Lessor and its agents, servants, and employees even though it be contended, or even established, that said Lessor or its agents, servants, or employees were negligent or that their conduct or omission in any way caused or contributed to any such liability, expense, cause of action, damage, and/or attorney's fees.

**Section 9. Maintenance of Landing Area**

Lessee understands and agrees that Lessor reserves the right, but not the obligation, to maintain the Airport to at least the minimum standards as recommended by the FAA, the Texas Department of Transportation, or requirements set forth by the Panola County Commissioners Court. Such right includes the right to maintain and keep in repair all public use areas at the Airport and the right to direct and control all activities as necessary at the Airport. Lessee also understands that Lessor is not obligated by this lease to continue operating the Airport as an airport and may close the Airport at any time and at its own discretion. Such closure shall immediately void this contract and no damages or monies or other compensation will be owed to the Lessee by Lessor.

**Section 10. Exclusions**

A. This contract agreement embraces the entire lease agreement of the parties mentioned herein pertaining to the Ground Lease and/or Hanger and no statement, remark, agreement, or understanding, either oral or written, not contained herein shall be recognized or enforced as it pertains to the lease of the Ground Lease and/or Hanger , except that this contract agreement may be modified by written addendum agreed to and signed by all pertinent parties and attached hereto.

B. For the purpose of this contract agreement, the singular number shall include the plural and the masculine shall include the feminine and vice-versa, whenever the context so admits or requires.

C. The "Section" captions and headings are inserted solely for the convenience of reference and are not part of nor intended to govern, limit, or

aid in the construction of any provision hereof.

D. The parties to this contract agreement hereby acknowledge and agree that they are the principals to the contract agreement and have the power, right, and authority to enter into this contract agreement and have the power, right, and authority to enter into this contract agreement and are not acting as an agent for the benefit of any third party, except that Lessor is acting on behalf of the County of Panola.

E. This contract agreement shall be governed by the laws of the State of Texas and construed thereunder and venue of any action brought under this contract agreement shall be in Panola County, Texas.

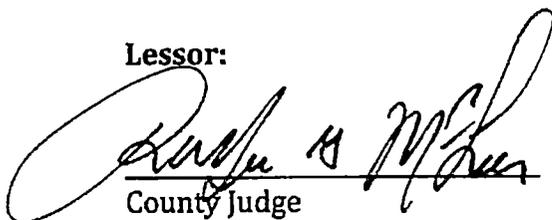
F. If any section, paragraph, sentence, or phrase entered in this contract agreement is held to be illegal or unenforceable by a court of competent jurisdiction, such illegality or unenforceability shall not affect the remainder of this contract agreement and, to this end, the provisions of this contract agreement are declared to be severable.

**Section 11. Reservations**

A. Lessor specifically reserves the right of entrance at any time without prior warning, notice, or confirmation of notice.

EXECUTED this 11th day of Feb., 2025.

**Lessor:**

  
County Judge

**Lessee:**

Harold A. Campbell, Jr.  
Harold Campbell  
108 Belair St. Apt #1  
P.O. Box 808  
Carthage TX 75633  
903-265-2988

Attest: \_\_\_\_\_  
County Clerk of Panola County



MARK CAMPBELL  
8240 SHADOW WOOD DR.  
WOODWAY, TX. 76712  
254-733-5320



R. K. Austin  
Owner/General Manager

# Austin

## Surveying & Mapping

P. O. Box 629

311 W. Sabine Street

Carthage, TX 75633

Telephone: 903-693-6135

Fax: 903-693-3432

TXBPELS Firm No. 10121800

Tax ID No 75-2608367



D. Don Austin  
RPLS No 4431  
County Surveyor

**STATE OF TEXAS  
COUNTY OF PANOLA**

**Exhibit "A"**

**Legal Description** of a survey made for the County of Panola:  
Job No. 24015

**HANGAR LOT NO. 13**

All that certain lot or parcel of land, a part of the DAVID BROWN Survey, Abstract No. 104, Panola County, Texas, and being a part of that certain tract of land called 48.87 acres described in a deed from Mrs. Josie Neal Roberts, et vii, F. E. Roberts, to Panola County, Texas, and the City of Carthage, dated June 24, 1963, recorded in Vol 460, Page 242 of the Deed Records of Panola County, Texas, and the said subject lot or parcel of land is more particularly described as follows:

COMMENCING at a ½-inch iron rod set for the Southeast corner of the said parent tract called 48.87 acres in the North Right-of-Way line of U. S. Highway No. 79;

THENCE North 3° 58" West a distance of 1071.5 feet to the Point of Beginning of the herein described subject lot at its Southeast corner;

THENCE South 88° 39' West a distance of 43.0 feet to a point;

THENCE North 01° 43" West a distance of 42.5 feet to a point;

THENCE North 88° 39' East a distance of 43.0 feet to a point;

THENCE South 01° 43' East a distance of 42.5 feet to the Point of Beginning.

This document is prepared specifically for the parties designated hereon. Only those prints containing the Surveyor's seal should be considered official and relied upon by the user. It is invalid unless it bears an original "LIVE" blue wet ink signature. The certification shown hereon shall not apply to any copies. Alterations, duplications, facsimiles, modifications, scanning, or use without the written consent of AUSTIN SURVEYING & MAPPING is strictly prohibited. COPYRIGHT 2024 by AUSTIN SURVEYING & MAPPING. All rights reserved.

I, D. D. Austin, Registered Professional Land Surveyor, do hereby certify that the above legal description was prepared in accordance with an actual ground survey of the property so described, and that the said survey is correct to the best of my professional knowledge and belief.

Given under my hand and seal,  
this 23<sup>rd</sup> day of September, 2024.

Don Austin, R.P.L.S. #443



**Exhibit "A"**

**COUNTY JUDGES & COMMISSIONERS  
ASSOCIATION OF TEXAS**

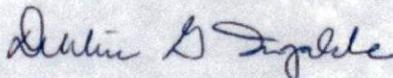
**COMMISSIONERS EDUCATION  
CERTIFICATE OF COMPLETION**

*This is to certify that*

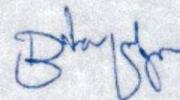
**Billy Alexander**  
**Panola County Commissioner**

*has successfully completed the continuing education  
provisions of Article 81.0025 of the  
Texas Local Government Code*

2024



Debbie Gonzales Ingalsbe, Chair  
Commissioners Education Committee



Byron Ryder, President  
County Judges and Commissioners Association of Texas

# COUNTY JUDGES & COMMISSIONERS ASSOCIATION OF TEXAS

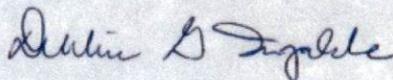
## COMMISSIONERS EDUCATION CERTIFICATE OF COMPLETION

*This is to certify that*

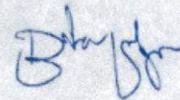
**David A. Cole**  
**Panola County Commissioner**

*has successfully completed the continuing education  
provisions of Article 81.0025 of the  
Texas Local Government Code*

2024



Debbie Gonzales Ingalsbe, Chair  
Commissioners Education Committee



Byron Ryder, President  
County Judges and Commissioners Association of Texas

**COUNTY JUDGES & COMMISSIONERS  
ASSOCIATION OF TEXAS**

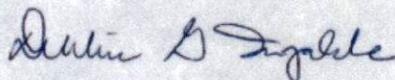
**COMMISSIONERS EDUCATION  
CERTIFICATE OF COMPLETION**

*This is to certify that*

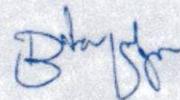
**Craig M. Lawless**  
**Panola County Commissioner**

*has successfully completed the continuing education  
provisions of Article 81.0025 of the  
Texas Local Government Code*

**2024**



Debbie Gonzales Ingalsbe, Chair  
Commissioners Education Committee



Byron Ryder, President  
County Judges and Commissioners Association of Texas

**COUNTY JUDGES & COMMISSIONERS  
ASSOCIATION OF TEXAS**

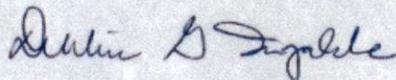
**COMMISSIONERS EDUCATION  
CERTIFICATE OF COMPLETION**

*This is to certify that*

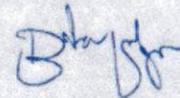
**Glen Dale LaGrone**  
**Panola County Commissioner**

*has successfully completed the continuing education  
provisions of Article 81.0025 of the  
Texas Local Government Code*

**2024**



Debbie Gonzales Ingalsbe, Chair  
Commissioners Education Committee



Byron Ryder, President  
County Judges and Commissioners Association of Texas



---

**FW: Confirmation of Credit Card Removal for OnStar Account**

---

**From** Janet Barnett <janet.barnett@co.panola.tx.us>  
**Date** Fri 2/21/2025 2:47 PM  
**To** Vicki Heinkel <vicki.heinkel@co.panola.tx.us>  
**Cc** Jennifer Stacy <jstacy@co.panola.tx.us>

The OnStar account for the old License and Weights Enforcement Officer pickup's data plan was on a prepaid plan, in order to keep it from charging for another year the card was removed from the account for this pickup.

**Janet Barnett**

Panola County Assistant Auditor  
903-693-0320 ext. 119  
[janet.barnett@co.panola.tx.us](mailto:janet.barnett@co.panola.tx.us)

---

**From:** obs.support@gm.com <obs.support@gm.com>  
**Sent:** Friday, February 21, 2025 2:35 PM  
**To:** Janet Barnett <janet.barnett@co.panola.tx.us>  
**Subject:** Confirmation of Credit Card Removal for OnStar Account

Hello,

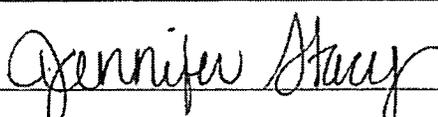
This email is being sent to confirm the removal of the credit card on file for OnStar Account 174792570 under the fleet account for County of Panola.

Olivia  
OnStar Business Solutions Support  
[SR:9-14719384637]

## Expenditure Statement for Counties

<b>Name of County:</b>	Panola County	
<b>Contact Person</b>		
Primary contact for questions regarding the information reported on this expenditure statement.		
<b>Name:</b>	Jennifer Stacy	
<b>Title:</b>	County Auditor	
<b>Mailing Address:</b>	110 S Sycamore St RM 213 A, Carthage, TX 75633	
<b>Phone Number:</b>	(903) 693-0320	
<b>Email:</b>	jennifer.stacy@co.panola.tx.us	
<p>Provide prior <b>calendar year</b> unreimbursed health care expenditures for your county within the categories defined below.</p> <p>According to 25 Tex. Admin. Code § 102.3, <b>unreimbursed health care expenditures</b> are defined as actual expenditures made by the county, which are directly attributable to the provision of health care services to the general public, either directly or by contract or agreement with a third-party provider, and for which no reimbursement is made by or expected from any third-party source or fund. Furthermore, an additional 15% is added to the total to account for general administrative and overhead costs not directly related to the provision of health care.</p> <p>In addition to payments made from the county's customary operating accounts, unreimbursed expenditures can include 1) payments made from a trust fund or reserve account intended for the provision of health care services and 2) payments made in the prior calendar year using the pro rata shares from past tobacco settlement distributions. Unreimbursed expenditures cannot include contractual allowances or discounts for health care services required under a third party payer agreement.</p> <p>Any <u>unreimbursed expenditures claimed on the prior calendar year expenditure statement that were later reimbursed by monies other than tobacco settlement funds, should be subtracted</u> from the amount of unreimbursed expenditures reported on the current year expenditure statement.</p>		
<b>Category A. Unreimbursed County Expenditures for Indigent Health Care Services</b>		
These expenditures must be for unreimbursed health care services provided to the indigent population.		48,768.10
<b>Category B. Unreimbursed County Expenditures for Jail Health Care Services</b>		
These expenditures must be for unreimbursed health care services provided to adults or juveniles in the detained or incarcerated population.		188,666.12
<b>Category C. Unreimbursed County Expenditures for General Public Health Care Services</b>		
These expenditures must be for unreimbursed health care services such as a hospital district may provide. These are typically diagnostic and treatment services for individuals. Expenditures for environmental services (e.g. mosquito control, water testing, and septic tank inspection) and population-based services not involving direct contact with an individual health care recipient (e.g. restaurant inspections) must be excluded.		
1) Health care clinic, laboratory, and case management services.		6,000.00
2) Dental care services.		
3) Outreach and prevention efforts related to tobacco use, including but not limited to media campaigns, education, counseling, and production and distribution of promotional literature.		
4) Other health care outreach and prevention efforts, including but not limited to media campaigns, education, counseling, and production and distribution of promotional literature. Typical target areas for these efforts include health hazards affecting the general public.		
5) Medical transportation.		
6) Behavioral or psychiatric health care services.		
7) Capital expenditures for health care services.		

**Texas Department of State Health Services Tobacco Settlement Distribution Program**

<b>Category C. continued</b>	<b>Name of County: Panola County</b>		
8) Overhead costs for a health care facility. Limited to non-labor expenditures required to operate a health care facility (e.g. utilities, internet service, building insurance).			
9) Emergency medical services.			
10) Medical supplies or equipment used for the provision of health care services to the general public.			
11) Other services provided by the county that are also within the scope of services that hospital districts are authorized by law to provide. These will typically be diagnostic and treatment services. <b>Please describe services below:</b>			
12) Intergovernmental transfer (IGT) payment(s) made by the county to a hospital(s) in its jurisdiction in exchange for indigent health care services. <b>Name of Hospital(s) below:</b>			
13) If the county sold or leased its public health care facility(ies) and included a contractual obligation on the part of the purchaser or lessee to provide health care services to the indigent population, the county may claim one or both of the following: a) Unreimbursed payments not funded by taxes made by the county to said public health care facility(ies). Payments may be for ongoing operations, indigent care obligations, or other statutorily authorized expenditures. b) The value of health care services for indigent residents performed by said public health care facility(ies) as if they had been reimbursed at the Medicaid rate. <b>Name of Public Health Care Facility(ies) below:</b>			1,162,958.20
UT Health East Texas			
14) If the county made unreimbursed payments to a public hospital (see exception below) owned by the county and that is not located within a hospital district, enter the information below. The payments must be directly attributable to the provision of health care services to the general public. <b>Exception: Do not include payments to non-hospital health care facilities (e.g. clinics). Report those expenditures on line 1 in category C.</b>			
	<b>Public Hospital Name</b>	<b>City Where Located</b>	<b>Prior Year Payments</b>
	<b>Total</b>		<b>0.00</b>
	<b>Subtotal, All Category C Expenditures</b>		<b>1,168,958.20</b>
<b>Total Expenditures to be claimed:</b> (are calculated by multiplying the sum of Cat. A+B+C by 1.15).			
<b>Total Expenditures to be claimed: (Cat. A+B+C)</b>	<b>1,406,392.42</b>	<b>x 1.15 =</b>	<b>1,617,351.28</b>
This is to certify that the above unreimbursed expenditures are eligible for pro rata payment in accordance with the Agreement Regarding Disposition of Settlement Proceeds between the State of Texas and American Tobacco Company, et al.			
<b>Printed Name and Title of County's Authorized Representative:</b>		<b>Email Address and Telephone Number:</b>	
Jennifer Stacy, County Auditor		jennifer.stacy@co.panola.tx.us	
<b>Signature of Authorized Representative:</b>		<b>Date:</b>	
		2/18/25	



# GUARDIAN

Security Solutions, LC

3214 122nd Street  
Lubbock, TX 79423

806-794-7767  
TX LIC# B11916, OK #1235

Date	Proposal
2/24/2025	12634

**Panola County Courthouse**  
Attn: Rodger McLane  
110 S. Sycamore St., Room 216-A  
Carthage, TX 75633

Panola Co Courthouse Attn: Tommy Earle / Guardian 110 S. Sycamore St Room 106 Carthage, TX 75633
--------------------------------------------------------------------------------------------------------------

Mailing address: PO Box 53874, Lubbock, TX 79453  
Fax: 806-794-7789  
Web: [www.myshield.org](http://www.myshield.org)  
E-RATE CERTIFIED  
Coop Members: TIPS, Buyboard, Good Buy

COOP NAME	TERMS	Sales Person
TIPS #230202	Due on receipt	Rod Tieszen

Item	Description	Location	Qty	Price Each	Total
MTDW8B15	VIDEO SURVEILLANCE CAMERA SYSTEM AT THE PANOLA CO AIRPORT SITE OUTSIDE CARTHAGE TX DW Cube NVR (Up to 200MP) (8 Bay) i5 with 500gig Solid State OS Drive Win 11 Pro (with 2:8TB Surveillance Grade Hard Drives)	Airport Site upto 30-days storage -Airport	1	3,948.00	3,948.00
UBPOE16-PRO-MAX	Pro-Max PoE Switch (12-1GbE PoE+ and 4-2.5GbE PoE++ ports) 16 RJ45 Ports with 2 SFP+ Ports, 180W (Add Rack Ears if Needed)	New Building	1	874.00	874.00
MTUPS13	1500VA/900W UPS Tower Battery Backup with LCD display (not rack mountable)	new NVR+Switch	1	450.00	450.00
DWT5M212	5MP Turret Motorized Zoom 2.8-12mm Camera Weatherproof, White, WDR, Autofocus Lens, 164ft. Smart IR, Built-In Microphone And One Audio Input, 9W (includes license)	Exterior =7 locations	7	671.00	4,697.00

SEND APPROVED PURCHASE ORDER TO  
Angie Gentry [agency@myshield.org](mailto:agency@myshield.org)  
Joe Dunn [accounting@myshield.org](mailto:accounting@myshield.org)

**Prices on this proposal are guaranteed for 30 days**

Signature	CUSTOMER PO #	Subtotal
	GOING THROUGH COOP ?	Sales Tax (8.25%)
	COOP NAME _____	<b>Total</b>



# GUARDIAN

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2/24/2025	12634

**Panola County Courthouse**  
**Attn: Rodger McLane**  
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**Carthage, TX 75633**

Panola Co Courthouse  
Attn: Tommy Earle / Guardian  
110 S. Sycamore St  
Room 106  
Carthage, TX 75633

Mailing address: PO Box 53874, Lubbock, TX 79453  
Fax: 806-794-7789  
Web: [www.myshield.org](http://www.myshield.org)  
E-RATE CERTIFIED  
Coop Members: TIPS, Buyboard, Good Buy

COOP NAME	TERMS	Sales Person
TIPS #230202	Due on receipt	Rod Tieszen

Item	Description	Location	Qty	Price Each	Total
DWTRIJNCTV2	Turret Camera Junction Box Mount - Room for Cables Inside Base and Conduit Port on Side - White (DW vari-focal turret cameras ONLY)	Exterior	7	37.00	259.00
DWT5M28	5MP Turret 2.8mm Fixed Lens Camera Weatherproof, White, WDR, Analytics, 100ft. Smart IR, Built-In Microphone And One Audio Input, 7W (requires one-time 1/2 license each)	Interior = 4 locations	4	451.00	1,804.00
DWLIC1-1	1 DW Spectrum IPVMS Camera License	Covers 4 Fixed Lens Camera	2	153.00	306.00
CAT6RUN	Note: We will re-use existing 11 wire runs when we install 11 IP cameras CAT6 Run from NVR to customer's existing switch		1	70.00	70.00
VECAT6	CAT6		0.25	352.00	88.00
TECONN6	CAT6 Connector		26	2.00	52.00
DW software/app installation	Digital Watchdog Spectrum CLIENT software or Digital Watchdog MOBILE App - Includes setup and configuring of device (per instance)	Authorized Staff	2	100.00	200.00
Professional Services	Installation, Setup, Training, Travel & Expenses		1	4,100.00	4,100.00
<b>SUBTOTAL New Airport Building</b>				<b>11,208.00</b>	<b>16,848.00</b>

SEND APPROVED PURCHASE ORDER TO  
Angie Gentry [agentry@myshield.org](mailto:agentry@myshield.org)  
Joe Dunn [accounting@myshield.org](mailto:accounting@myshield.org)

**Prices on this proposal are guaranteed for 30 days**

		CUSTOMER PO #	Subtotal
GOING THROUGH COOP ?	COOP NAME		Sales Tax (8.25%)
Signature			Total



# GUARDIAN

Security Solutions, LC

3214 122nd Street  
Lubbock, TX 79423

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Room 106  
Carthage, TX 75633

Mailing address: PO Box 53874, Lubbock, TX 79453  
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E-RATE CERTIFIED  
Coop Members: TIPS, Buyboard, Good Buy

COOP NAME	TERMS	Sales Person
TIPS #230202	Due on receipt	Rod Tieszen

Item	Description	Location	Qty	Price Each	Total
DWULTRA8P	FUEL POD ANTENNAS+CAMERA 8MP Ultra Wide Single Sensor Panoramic Bullet Camera, 2.3mm ultra wide lens, T-WDR, 100" smart IR, H265, Intelligent Video Analytic PLUS inside	FUEL POD Portable Bldg	1	1,260.00	1,260.00
MTNANO58	Lite Beam Single 5.8GHz Wireless Ethernet Bridge - AMax up to 450+ Mbps, Pole Mountable		2	260.00	520.00
MTNANOP	Wall Mounted Pole, single Customer will give us wire access from each pole through a pre-built hole in the building next to each pole	for Wood Pole	1	45.00	45.00
MT8PHARDENED	8-Port Hardened Industrial Unmanaged Gigabit PoE+ DIN-Rail Switch, w/ 240W Full PoE+ Power Supply (-40 -167 °F)	In Portable Bldg	1	800.00	800.00
MTAPC500GC	500VA/400W UPS 1U Battery Backup, 4X NEMA 5-15 outlets, 1.75 H x17.0 W x9.13 D.	In Portable Bldg	1	750.00	750.00
CAT6DROP	Cat6 Aerial Drops from Antennas on top of Tower2 to Portable Bldg Camera Switch and Tower1 to New Bldg Camera Switch		2	130.00	260.00

SEND APPROVED PURCHASE ORDER TO  
Angie Gentry [agentry@myshield.org](mailto:agentry@myshield.org)  
Joe Dunn [accounting@myshield.org](mailto:accounting@myshield.org)

**Prices on this proposal are guaranteed for 30 days**

	CUSTOMER PO #	Subtotal
GOING THROUGH COOP ?	COOP NAME _____	Sales Tax (8.25%)
<b>Signature</b>		<b>Total</b>



# GUARDIAN

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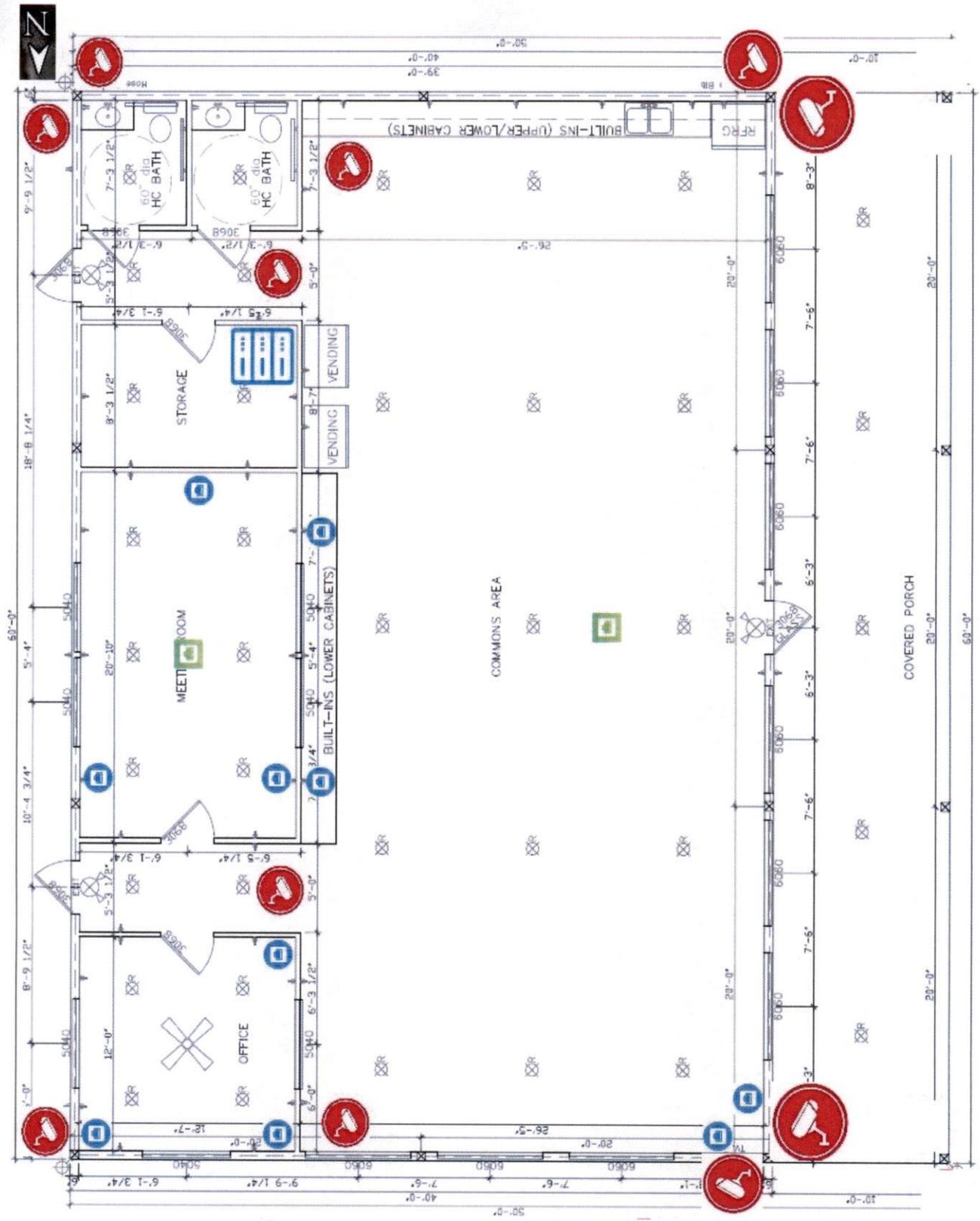
COOP NAME	TERMS	Sales Person
TIPS #230202	Due on receipt	Rod Tieszen

Item	Description	Location	Qty	Price Each	Total
Conduit	EMT Conduit required for routing cabling for 2 Antennas + 1 camera -Includes gang boxes, connectors, straps, hardware, and labor to install		1	800.00	800.00
VECAT6DB	CAT6, Black, Direct Burial/Outdoor		1	485.00	485.00
Professional Services	Install, Setup, Train, Travel+Expense			3,250.00	3,250.00
	<b>S U B T O T A L</b> Airport Fuel Pod			7,780.00	8,170.00
	* Customer or Others will install 110v Power+outlet for Guardian to plug antenna+camera(s) plus Network Switch+UPS. Customer will also do any trenching that may be required plus a hole to penetrate into each building. Customer will also provide any Personnel Lift(s) required for mounting antennas and cameras. See maps for further details.				

SEND APPROVED PURCHASE ORDER TO  
 Angie Gentry [agency@myshield.org](mailto:agency@myshield.org)  
 Joe Dunn [accounting@myshield.org](mailto:accounting@myshield.org)

**Prices on this proposal are guaranteed for 30 days**

Date: <b>MAR 11 2025</b>	CUSTOMER PO #	<b>Subtotal</b>	\$25,018.00
Offer accepted and approved	GOING THROUGH COOP ?	<b>Sales Tax (8.25%)</b>	\$0.00
<b>Signature</b>	COOP NAME <i>Rodger McLane</i>	<b>Total</b>	\$25,018.00



 Network Home Run for all cables

 Network Wall Drops

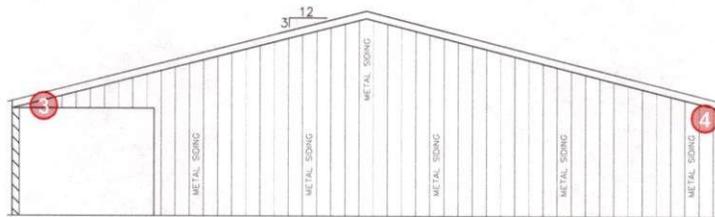
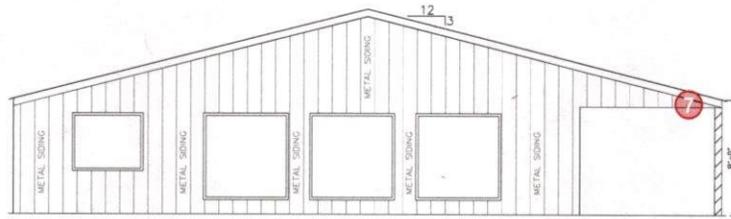
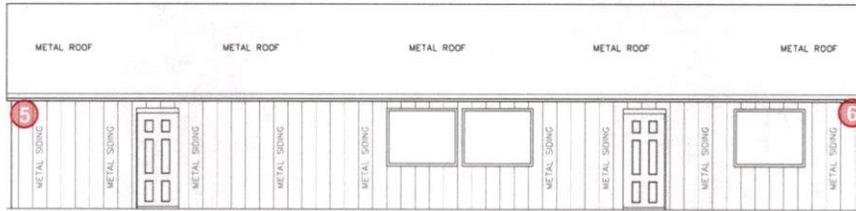
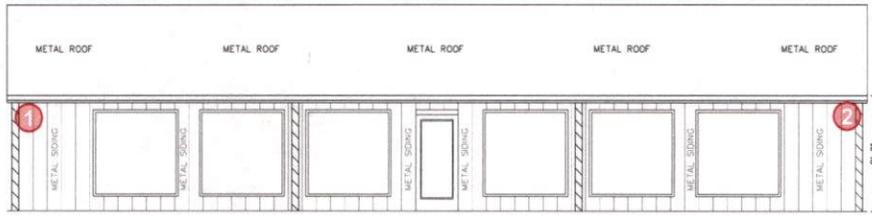
 Network Ceiling Drops

 Network Cable for Security Cameras

Run all cable drops with Standard Cat6 Ethernet cable (Unshielded)

Run cables to the floor in Storage Closet for the home run.

Leave 3 foot in wall drop boxes, ceiling drops and camera drops.



To the best of my knowledge these plans are drawn to comply with owner's and/or builder's specifications and any changes made on them after prints are made will be done at the owner's and/or builder's expense and responsibility. The contractor shall verify all dimensions and enclosed drawing. Bogie Design is not liable for errors once construction has begun. While every effort has been made in the preparation of this plan to avoid mistakes, the maker can not guarantee against human error. The contractor of the job must check all dimensions & other details prior to construction and be solely responsible thereafter.

CEILINGS: @ 8' (Unless Noted Otherwise)

HOMEOWNER & CONTRACTOR: TO VERIFY ALL DIMENSIONS, STRUCTURAL DETAILS, BUILDING CODES, AND GRADE REQUIREMENTS.

DWG. DRAWING:

2

PANOLA COUNTY AIRPORT ELEVATIONS

SCALE: 1/4" = 1'

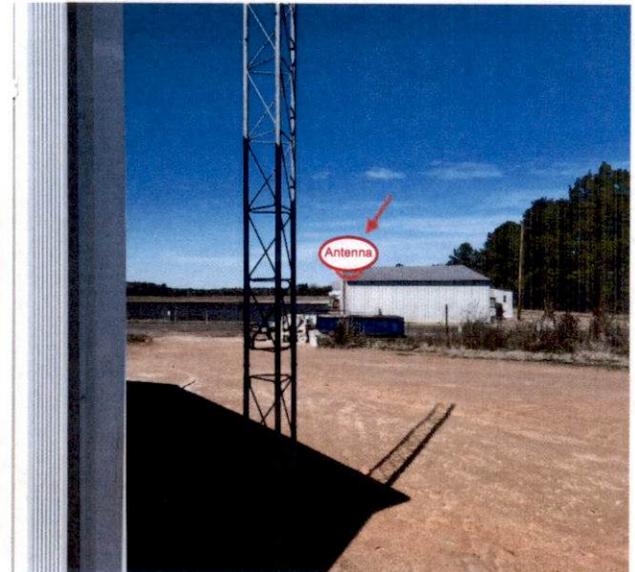
BOGIE DESIGN

Panola County-Sharpe Field Airport

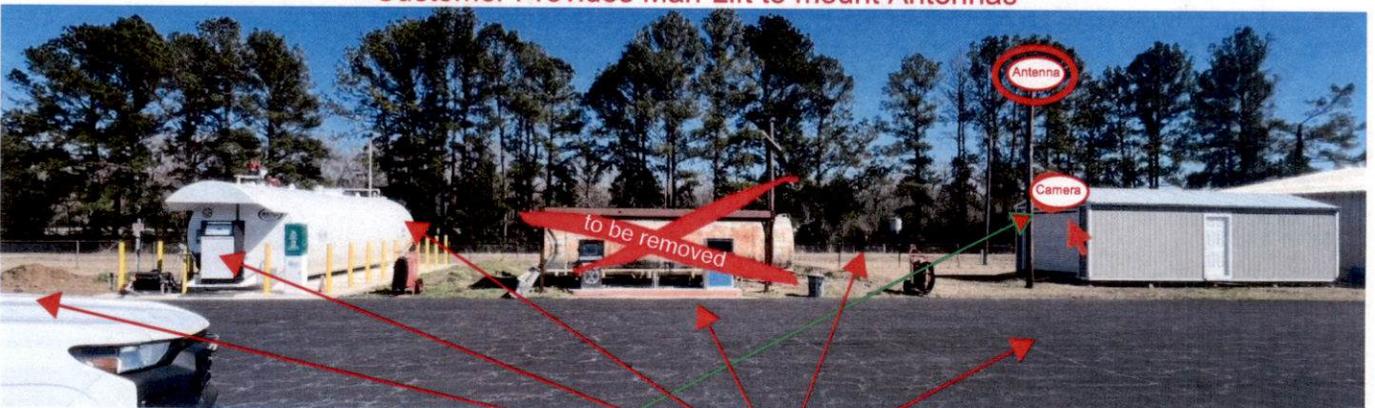


### Panola Airport Fuel Pod pics

We will just need one camera. There is a power pole we can mount the wireless bridge on and the camera can mount on the end of the portable building. There is some old fuel tanks and awning between the building and new fuel pod but it will all be removed. The power pole has a clear line of sight to that top of the power pole for the wireless bridge connection.



Customer Provides Man-Lift to mount Antennas



This camera will have a 180 view of the Fuel Pod and Airplane Taxi areas



**SCOTT R. PEAL**  
*First Assistant District Attorney*

**JIM HOLDER**  
*Investigator*



**123<sup>rd</sup> JUDICIAL DISTRICT**  
**PANOLA COUNTY, TEXAS**

**COUNTY COURT AT LAW**  
**PANOLA COUNTY, TEXAS**

**LARRY W FIELDS**  
*Criminal District Attorney*

February 24, 2025

Panola County Commissioner's Court

Dear Sirs:

This letter is to request that Scott Peal and I be approved for attendance and expenses to attend the 2025 Prosecuting Domestic Violence & Child Sex Assault Conference, April 8 thru April 11, 2025 in Sugarland, Texas.

This seminar is necessary to aid in job performance.

Sincerely,

A handwritten signature in blue ink, appearing to read "Larry W. Fields", written over a circular stamp or seal.

Larry W. Fields

APPROVED 03-11-2025

Rodger G. McLane  
County Judge

*Rodger G. McLane*

**PANOLA COUNTY OFFICIAL / EMPLOYEE REQUEST FOR CONFERENCE**

\_\_\_\_\_ ONLINE                       X  IN PERSON

NAME:  Larry W. Fields

POSITION:  Criminal District Atty

DEPARTMENT:  Panola Co. Criminal D.A.

DATE:  February 25, 2025

CONFERENCE:  Prosecuting Domestic Violence & Child Sexual Assault

LOCATION:  Sugarland, Tx

DATES:  4-8-25  TO  4-11-25

NUMBER OF DAYS OUT OF OFFICE FOR THIS CONFERENCE:  4

Does this conference meet your educational requirements for the year?  N

If not, how much of your requirements will be met by this conference? \_\_\_\_\_

How much of your requirements have been met already, not counting this conference? \_\_\_\_\_

How many days have you been away from your job this year for conferences, not counting this conference?  1

Do you have sufficient funds in your budget for this conference?  Y

Write a short statement explaining the public purpose that will be met by your attendance at this conference: (continue on the back if necessary.)  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

APPROVED 03-11-2025

Rodger G. McLane  
County Judge

*Rodger G. McLane*

**PANOLA COUNTY OFFICIAL / EMPLOYEE REQUEST FOR CONFERENCE**

\_\_\_\_\_ ONLINE

\_\_\_\_\_ X \_\_\_\_\_ IN PERSON

NAME: Scott Peal

POSITION: First Assistant District Atty

DEPARTMENT: Panola Co Criminal Dist. Atty

DATE: February 25, 2025

CONFERENCE: Prosecuting Domestic Violence & Child Sexual Assault

LOCATION: Sugarland, TX

DATES: 4-8-25 TO 4-11-25

NUMBER OF DAYS OUT OF OFFICE FOR THIS CONFERENCE: 4 days

Does this conference meet your educational requirements for the year? yes

If not, how much of your requirements will be met by this conference? \_\_\_\_\_

How much of your requirements have been met already, not counting this conference? 100%

How many days have you been away from your job this year for conferences, not counting this conference? None

Do you have sufficient funds in your budget for this conference? \_\_\_\_\_

Write a short statement explaining the public purpose that will be met by your attendance at this conference: (continue on the back if necessary.)

The conference emphasizes prosecution of Sexual Assault cases.  
A course dedicated to the topic will be of great value in preparing  
for sexual assault (and related) trials to be held in the near and  
distant future.

APPROVED 03-11-2025

Rodger G. McLane  
County Judge

*Rodger G. McLane*

**PANOLA COUNTY OFFICIAL/EMPLOYEE  
REQUEST FOR ATTENDANCE  
AT A CONFERENCE**

**NAME:** Holly Gibbs

**POSITION:** Tax Assessor/Collector

**DEPARTMENT:** Tax A/C

**DATE:** 03/03/25

**CONFERENCE:** TACA CONFERENCE

**LOCATION:** GALVESTON

**DATES:** JUNE 1, 2025 to ~~April 21, 2024~~ JUNE 4, 2025

**NUMBER OF DAYS OUT OF OFFICE FOR THIS CONFERENCE:** 3

**Does the conference meet your educational requirements for the year?** No

**If not, how much of your requirements will be met by this conference?** \_\_\_\_\_

**How much of your requirements have been met already, not counting this conference?**

**How many days have you been away from your job this year for conferences, not counting this conference?** 0

**Do you have sufficient funds in your budget for this conference?** Yes

**Write a short statement explaining the public purpose that will be met by your attendance at this conference: (continue on the back if necessary.)**

Required CE hours.

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