

**Regular Meeting of the Commissioners' Court
December 11, 2023**

Be it remembered that the Honorable Commissioners' Court of Hemphill County, Texas met in a regular meeting on this the 11th day of December, 2023.

Those present and presiding were:

Lisa Johnson	-	Hemphill County Judge
Dawn Webb	-	Commissioner Precinct #1
Tim Alexander	-	Commissioner Precinct #2
Dale Schafer	-	Commissioner Precinct #3
Nicholas Thomas	-	Commissioner Precinct #4
Sylvia Guerrero	-	Clerk and Ex Officio Member of Commissioners' Court

Others present were: Sheriff, Brent Clapp, Treasurer, Kay Smallwood and County Attorney, Kyle Miller, Tax Assessor/Collector, Chris Jackson, Jail Administrator, Shannon Woodrum, County Extension Agents, Tanya and Andy Holloway, Bryan Bartlett, Ramelle Farrar, Jeremy Spence, Christy Spence, Christa Perry, Ashley Perry, Ella Spence, Audrey Mathews, Whitney Mathews, Lucas LeFever, Easton Jones, Jaylynn Stiner, Colt Pittman, Cory Pittman, Clydene Pittman, Tucker Landry

Call to Order.

Judge Johnson called the meeting to order at 9:00 a.m. She noted that all members of the Court were present.

Approve Minutes from the November 13, 2023 meeting.

Tim moved to approve the minutes from the November 13, 2023 meeting. Dale seconded the motion which carried unopposed.

Burn Ban.

Dale moved to extend the burn ban for another 45 days. Tim seconded the motion which carried unopposed.

Public Comments.

No public comments were made.

Extension Service Reports.

The AgriLife Extension Reports were presented to the court by Tanya and Andy Holloway. Tanya and Andy spoke about the programs AgriLife Extension offers and the upcoming events. Andy introduced the 4-H Officers, President Ashley Perry, Vice President, Trucker Landry, Secretary, Tate Wilhelm, Treasurer, Cole Pittman, Reporter, and Ella Spence. Leadership Team Members, Easton Jones, Lucas LaFever, Audrey Mathews, Cory Pittman, and Jaylynn Stiner. They spoke about what 4-H meant to them and the opportunities 4-H provides.

Receive Report on Jail Project from Jeff Heffelfinger with Southwest Architects, Inc.

Jeff Heffelfinger with Southwest Architects, Inc. told the court that the cost stayed within the budget and that schedule was maintained by the subcontractors. He spoke about painting doors, jams, floors, walls and replacing three food passes in the jail.

Consider/Approve quote for painting in the Jail.

Nicholas moved for Hemphill County to accept the bid from Jack C. Thomas & Sons, Inc. Painting Contractors for two items, painting the doors, jams and touch up the jail walls in the amount of \$21,500 and Paint the floors in the amount of \$26,112. In addition, he moved to accept a bid proposal from S3 in the amount of \$4977.00 to repair 3 hinges of 3 food passes. The price includes travel and labor. Tim seconded both motions which carried unopposed.

Consider/Approve EDC request for upgrade of Rodeo Arena and Campground area.

Bryan Bartlett and Ramelle Farrar spoke to the court about the upgrades to the Rodeo and Campground area needed. There was some discussion about the organization of events, growth, maintenance and development of the area. Judge Johnson said that the court is supportive of upgrading the rodeo arena area and asked if the EDC was ready to have a meeting with the County, Rodeo Board and the City of Canadian, Bryan said yes. They will notify the Judge when they are ready to schedule a meeting. No action was taken.

Appoint Commissioners Court member of Hemphill County Appraisal District Board of Directors for a two-year term.

Judge Johnson said Tim Alexander has served three 2-year terms. Nicholas moved to appoint Dawn Webb to the Hemphill County Appraisal District Board of Directors for a two-year term. Dale seconded the motion which carried unopposed.

Consider/Approve request for overhead electric line from North Plains Electric.

Dale moved to approve the request from North Plains Electric for the new line over County road Z. Dawn seconded the motion which carried unopposed.

Consider/Approve Biennial Report of Regional Sexual Assault Response Team.

Judge Johnson said the assault response team was put together in 2021 and it was time to provide a report to the State. She said Judge Porter said that after evaluating what was already being done he believed that no more steps were needed at this point. Nicholas moved to approve the Biennial Report of Regional Sexual Assault Response Team. Dawn seconded the motion which carried unopposed.

Consider / Approve increase on Records Management fee on Official Public Records

Sylvia said that SB 1612 repealed LGC 291.008, Courthouse security fee/Document filing fee of \$1.00 effective 1/1/2024. The court can increase record management fee from \$5.00 to \$6.00 which will keep the fees the same. Nicholas moved to approve the increase in Records Management Fee from \$5.00 to \$6.00 on Official Public Records. Tim seconded the motion which carried unopposed.

Consider/Approve November 9, 2023 Inspection Report from the Texas Commission on Jail Standards.

Sheriff Clapp told the court the only one item was an issue. He said the technical assistance memo they got was a generator load test in July. He said the test was performed June 30, because the lady in charge of conducting the test was going on days off until July the 5th and conducted the test the last day of June. He said there were 2 tests conducted in June and none in July. The jail passed the inspection. Dawn moved to approve the November 9, 2023

Inspection Report from the Texas Commission on Jail Standards. Tim seconded the motion which carried unopposed.

Consider/Approve applying for SB 22 Grant for Sheriff's Office.

Dale moved to applying for the SB 22 Grant for Sheriff's Office. Nicholas seconded the motion which carried unopposed. The court will decide how to use the grant funds at the January 2024 meeting.

Announcements

Judge Johnson said an employee hit a deer with a county pick up. She said they got an estimate of \$3,604.09, the deductible is \$1000.00 and a claim will be filed.

Judge Johnson said the pump on a water well at the rodeo grounds went out. She said she approved the replacement at a cost of \$9656.00 with a 2-year warranty.

Judge Johnson said automatic door openers were installed in the Tax Office at the cost of \$5231.00 which make the doors handicap accessible.

Judge Johnson said that the sealcoat plans were emailed to the commissioners will be presented for bids. She said there is \$120,000.00 budgeted for sealcoating for next year.

Judge Johnson said typically we would get the audit report before the end of the year but lead auditor John Merris had a family emergency right after the audit and they are running behind. She said he would be sending the summary letter in the next week or two. She is hoping that we will have the audit report in January.

Judge Johnson said insurance open enrollment on health insurance is on Wednesday, December 13, 2023 at the library. There will be two meetings one at 11:00 a.m. and at 1:00 p.m.

Future Agenda Items

None were presented

Approve Bills, Budget Amendments

Tim moved to approve the November, 2023 Budget and Financial Report as presented. Dale seconded the motion which carried unopposed.

Dawn moved to approve the computer-generated bills. Tim seconded the motion which carried unopposed.

Tim moved to approve the hand stamped bills. Dawn seconded the motion which carried unopposed.

Nicholas moved to approve two invoices from Alexander's Grocery & Deli in the amount of \$3,178.80 for the Christmas party and \$81.30 for coffee for the Sheriff's office. Dawn seconded the motion which carried with Tim abstaining.

Nicholas moved to approve three invoices from Schafer Services in the amount of \$590.00 for a scanner for the Emergency Management Coordinator, Bill Kendall, \$199.95 for replacing a CV for Precinct 1 on a and \$200.00 for Sheriff's Department monthly invoice. Tim seconded the motion which carried with Dale abstaining.

Adjourn

Tim moved to adjourn the meeting at 11:37 a.m. Nicholas seconded the motion which carried unopposed.

The meeting took place at the city of Canadian, Texas on December 11, 2023.

ATTEST *Lisa Johnson* COUNTY JUDGE

ATTEST *Alycia Success* COUNTY CLERK