

**THE STATE OF TEXAS**

**COUNTY OF COKE**

On this the 14<sup>th</sup> day of April, 2025, at 9:00 a.m., the Honorable Commissioners' Court met in regular session in the usual meeting place thereof, the courthouse in Robert Lee, with the following offices of said Court being present and in attendance, to-wit:

Hal Spain	County Judge
Donnie Robertson	Commissioner, Pct. #1
Henry Chisholm	Commissioner, Pct. #2
Kizzie Waggoner	Commissioner, Pct. #3
Danny Webb	Commissioner, Pct. #4

and Jennifer Burdett, Clerk, when the following proceedings were had, to-wit;

The meeting opened with the pledge to the flag and prayer was offered by J.P. Russell Johnson.

Judge Spain announced the presence of a quorum with all members of the court present.

**MINUTES APPROVED**

Commissioner Waggoner moved to approve the minutes from the previous meeting. The motion was seconded by Commissioner Robertson. Motion carried. See attachment.

**TREASURER'S REPORT**

Commissioner Chisholm moved to approve the Treasurer's report as presented. The motion was seconded by Commissioner Waggoner. Motion carried. See attachment.

**EXTENSION REPORT**

None presented.

**SHERIFF'S REPORT**

Sheriff's Report presented by Sheriff Billy Williams. See attachment.

**COUNTY ATTORNEY REPORT**

County Attorney Report presented by Brooke Rose. See attachment.

**TAX COLLECTOR'S REPORT**

Tax Collector's report presented by Chief Deputy Tax Assessor Collector Paul Pineda. See attachment.

**DISTRICT/COUNTY CLERK'S REPORT**

District and County Clerk's report presented by District and County Clerk Jennifer Burdett. See attachment.

## **COUNTY AUDITOR'S REPORT**

County Auditor's Report presented by Auditor Mike Knittel. See attachment.

## **CONSTABLE REPORT**

Constable Report presented by Judge Spain. See attachment.

## **J.P. REPORT, PCT. 1**

J.P. Report presented by J.P. Russell Johnson. See attachment.

## **D.R. REPORT**

D.R. Report presented by Judge Spain. See attachment.

## **TRAPPER'S REPORT**

Trapper's Report presented by Judge Spain. See attachment.

## **BURN BAN**

Commissioner Webb moved to approve reinstating the burn ban. The motion was seconded by Commissioner Waggoner. Motion carried. See attachment.

## **CONSIDER AND TAKE APPROPRIATE ACTION CONCERNING EXTENSION OF WILDFIRE DISASTER DECLARATION FOR COKE COUNTY**

Commissioner Waggoner moved to approve the extension of the Wildfire Disaster Declaration through April 28<sup>th</sup>, 2025 for Coke County. The motion was seconded by Commissioner Chisholm. Motion carried. See attachment.

## **CONSIDER AND TAKE APPROPRIATE ACTION CONCERNING 2-YEAR REVIEW OF EXISTING BANK CONTRACTS WITH ROBERT LEE STATE BANK AND THE FIRST FINANCIAL BANK OF STERLING CITY**

Commissioner Chisholm moved to approve the 2-year review of the existing bank contracts with Robert Lee State Bank and First National Bank of Sterling City. The motion was seconded by Commissioner Waggoner. Motion carried.

## **CONSIDER AND TAKE APPROPRIATE ACTION CONCERNING REVIEW AND UPDATE INVESTMENT POLICY**

Judge Spain moved to approve the review and update of the investment policy. The motion was seconded by Commissioner Waggoner. Motion carried. See attachment.

## **CONSIDER AND TAKE APPROPRIATE ACTION CONCERNING ADDITION TO EMPLOYEE HANDBOOK REGARDING DELINQUENT PROPERTY TAXES**

Commissioner Chisholm moved to approve the update to the employee handbook regarding delinquent property taxes. The motion was seconded by Commissioner Webb. Motion carried. See attachment.

## **CONSIDER AND TAKE APPROPRIATE ACTION CONCERNING APPROVAL/DENIAL OF NOTARY FOR LINDA SPARKS**

Commissioner Waggoner moved to approve the notary for Linda Sparks. The motion was seconded by Commissioner Chisholm. Motion carried.

**CONSIDER AND TAKE APPROPRIATE ACTION CONCERNING APPROVING BOND FOR ANDY EUBANKS**

Commissioner Chisholm moved to approve the bond for Andy Eubanks as presented. The motion was seconded by Commissioner Waggonner. Motion carried. See attachment.

**CONSIDER AND TAKE APPROPRIATE ACTION CONCERNING APPROVAL/DENIAL OF RESOLUTION 04132025-1 IN SUPPORT OF SB 1805**

Commissioner Chisholm moved to approve Resolution 04132025-1 in support of SB 1805. The motion was seconded by Commissioner Waggonner. Motion carried. See attachment.

**CONSIDER AND TAKE APPROPRIATE ACTION CONCERNING APPROVAL/DENIAL OF NOTICE OF DATA SECURITY INCIDENT LETTERS TO A SMALL NUMBER OF AFFECTED PAYABLES**

Commissioner Chisholm moved to approve the notice of data security incident letters as presented. The motion was seconded by Commissioner Waggonner. Motion carried. See attachment.

**CONSIDER AND TAKE APPROPRIATE ACTION CONCERNING APPROVAL/DENIAL OF REAL ESTATE CONTRACT TO PURCHASE PROPERTY (PARCEL #7365 AND #7366 D/BAR RANCH)**

Judge Spain moved to approve the real estate contract to purchase property (parcel #7365 and #7366 D/Bar Ranch) subject to approval from County Attorney Cody McCabe. The motion was seconded by Commissioner Chisholm. Motion carried. See attached.

**CONSIDER AND TAKE APPROPRIATE ACTION CERTIFYING THAT COKE COUNTY IS IN COMPLIANCE AND NO CHANGES IN ELECTION PRECINCT BOUNDARIES ARE REQUIRED**

Commissioner Chisholm moved to approve certifying that Coke County is in compliance and no changes in election precinct boundaries are required at this time. The motion was seconded by Commissioner Waggonner. Motion carried.

**CONSIDER AND TAKE APPROPRIATE ACTIONS CONCERNING PARTICIPATION WITH THE CITY OF ROBERT LEE AND THE CITY OF BRONTE TO APPLY FOR THE GRANT UNDER FEMA DR-4798 TO UPDATE HAZARD MITIGATION PLAN, AND TO NOMINATE THE COKE COUNTY JUDGE AS THE PRIMARY CONTACT AND THE CERTIFYING OFFICIAL FOR THE GRANT**

Rheasonia Hale and Shawn Baxter, representing TDEM, presented information and answered questions concerning the grant proposal. Commissioner Chisholm moved to approve participating with the City of Robert Lee and the City of Bronte to apply for the grant under FEMA DR-4798 to update the Hazard Mitigation Plan and to nominate the Coke County Judge as the primary contact and the certifying official for the grant. The motion was seconded by Commissioner Waggonner. Motion carried. See attachment.

**CONSIDER AND TAKE APPROPRIATE ACTION CONCERNING APPROVAL/DENIAL OF PROPOSAL FOR THE ARCHITECTURAL AND ENGINEERING DESIGN FROM KFW ARCHITECTS**

Kay Frankie with KFW Architects discussed the proposal with the court and answered questions. Commissioner Chisholm moved to approve the proposal for the architectural and engineering design from KFW Architects, to be paid from the Sheriff's office new car line item and permanent improvements.

The motion was seconded by Commissioner Waggoner. Motion carried. See attachment.

**CONSIDER AND TAKE APPROPRIATE ACTION CONCERNING SOIL & WATER STEWARDSHIP WEEK PROCLAMATION**

Commissioner Chisholm moved to approve the Soil and Water Stewardship Week Proclamation as presented. The motion was seconded by Commissioner Waggoner. Motion carried. See attachment.

**CONSIDER AND TAKE APPROPRIATE ACTION CONCERNING ACCEPTING RESIGNATIONS, TERMINATIONS, TRANSFERS, NEW HIRES, ETC.**

Commissioner Waggoner moved to approve accepting Linda Sparks employment in the Coke County Judge's Office. The motion was seconded by Commissioner Chisholm. Motion carried.

**CONSIDER AND TAKE APPROPRIATE ACTION CONCERNING BUDGET AMENDMENTS AND LINE- ITEM ADJUSTMENTS**

Commissioner Chisholm moved to approve the budget amendments and line-item adjustments as presented. The motion was seconded by Commissioner Waggoner. Motion carried. See attachment.

**REPORTS**

Commissioner Chisholm reported to the court that graffiti on the bridge at the Bronte Park has been found and reported to the Coke County Sheriff's Office. He also reported that the siding has started at the Senior Center. Judge Spain spoke to the court regarding the MFR grant and that his office would get that information out to the public. Judge Spain also reminded the court that the next food distribution date is set for April 22<sup>nd</sup>, in Bronte at 10:00 a.m.

**CONSIDER AND TAKE APPROPRIATE ACTION ON PAYMENT OF BILLS**

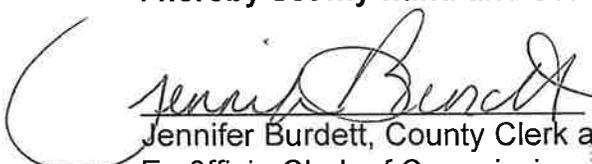
Commissioner Chisholm moved to approve the payment of bills as presented. The motion was seconded by Commissioner Waggoner. Motion carried. See attachment.

Judge Spain adjourned the regular meeting at 10:48 A.M.

As per HB 2931, Section 4:

**I, Jennifer Burdett, County Clerk of Coke County, Texas do hereby attest that this is an accurate accounting of the proceedings of the Commissioners' Court Meeting that met in Regular Session on April 14<sup>th</sup>, 2025.**

**I hereby set my hand and seal to this record April 16<sup>th</sup>, 2025.**

  
Jennifer Burdett, County Clerk and  
Ex-Officio Clerk of Commissioners' Court

  
Hal Spain, County Judge

