

**REGULAR MEETING OF THE COMMISSIONERS' COURT  
HELD IN THE HISTORIC HARRISON COUNTY COURTHOUSE  
MARSHALL, TEXAS  
THIS THE 20th DAY OF MAY, 2025**

---

**BE IT REMEMBERED** that at 9:00 a.m. on the 20th of May 2025, Regular Session in the Commissioners' Courtroom in the Historic Harrison County Courthouse in Marshall, Texas, for the purpose of transacting any and all business that may lawfully be brought before the same. The meeting was open to the public and notices of said meeting were posted as required by law.

Invocation was led by County Judge Chad Sims

Pledge of Allegiance:

American Flag

Texas Flag: "Honor the Texas Flag; I Pledge Allegiance to Thee, Texas, One State under God, One and Indivisible"

**DECLARE A QUORUM PRESENT:**

Present and Voting:

Chad Sims,	County Judge
William Hatfield,	Commissioner, Precinct #1
Zephaniah Timmins,	Commissioner, Precinct #2
Austin Koos	Commissioner, Precinct #3
Jay Ebarb,	Commissioner, Precinct #4

EXHIBIT

JUN 03 2025



APPROVED

leg

**ANNOUNCEMENTS:**

**"UPDATE ON WATER ADVISORY COMMITTEE AS PRESENTED BY DERRICK TODD"**

**PUBLIC COMMENTS - AGENDA ITEMS ONLY**

**Call to Order by the County Judge, Chad Sims, at 9:09a.m.**

**ITEM A**

**AUDITOR: Administrative Report: No action to be taken-** Submission of financial reports.  
Exhibit A

Motioned by Comm. Ebarb  
Seconded by Comm. Koos  
All members voting in favor  
Motion carried unanimously (5-0)  
Order #2025-154

**ITEM #1.**

**IT IS ORDERED** by the Commissioners' Court of Harrison County, to approve the line item transfer of \$2,602.84 Exhibit A-1

---

Motioned by Comm. Hatfield  
Seconded by Comm. Timmins  
All members voting in favor  
Motion carried unanimously (5-0)  
Order #2025-155

**ITEM #2.**

**IT IS ORDERED** by the Commissioners' Court of Harrison County, Texas to approve the payment for Regular Bills in the amount of \$933,444.09. Exhibit A-2

---

Motioned by Comm. Timmins  
Seconded by Comm. Hatfield  
All members voting in favor  
Motion carried unanimously (5-0)  
Order #2025-156

**ITEM #3.**

**IT IS ORDERED** by the Commissioners' Court of Harrison County, Texas to approve Payroll for May 9, 2025. Exhibit A-3

---

Motioned by Comm. Timmins  
Seconded by Comm. Ebarb  
All members voting in favor  
Motion carried unanimously (5-0)  
Order #2025- 157

**ITEM #4.**

**IT IS ORDERED** by the Commissioners' Court of Harrison County, Texas to approve the amendment of the Order for Disbursement. Exhibit A-4

---

Motioned by Comm. Hatfield  
Seconded by Comm. Koos  
All members voting in favor  
Motion carried unanimously (5-0)  
Order #2025- 158

**ITEM #5.**

**IT IS ORDERED** by the Commissioners' Court of Harrison County, Texas to approve of the Budget Amendment per LGC 111.0108- special budget for revenue received after the start of the fiscal year. This budget amendment has zero impact. Exhibit A-5

---

**ITEM B**

**ROAD AND BRIDGE DEPARTMENT: Administrative Report: No action to be taken-**

Concerning status of construction, maintenance and repairs of county roads, bridges and right of ways: also concerning condition of equipment. Exhibit B

Motioned by Comm. Hatfield  
Seconded by Comm. Timmins  
All members voting in favor  
Motion carried unanimously (5-0)  
Order #2025- 159

**ITEM #1.**

**IT IS ORDERED** by the Commissioners' Court of Harrison County, Texas to approve the personnel changes for the Harrison County Road & Bridge Department. Exhibit B-1

NEW HIRES: None

RANGE/STEP CHANGES: None

RESIGNATIONS: None

TERMINATIONS: None

RETIREMENTS: None

TRANSFER: None

Full Time Employees (53)	47 (Includes the Road Administrator)
F/T Vacancies:	6
Part Time Employees (4)	4
Part Time Vacancy:	0
Temporary (6)	0
Temp. Vacancies:	6

---

Motioned by Comm. Ebarb  
Seconded by Comm. Koos  
All members voting in favor  
Motion carried unanimously (5-0)  
Order #2025- 200

**ITEM #2.**

**IT IS ORDERED** by the Commissioners' Court of Harrison County, Texas to approve the utility applications submitted to the Harrison County Road & Bridge Departments as attached for Spectrum Gulf Coast and Etex Telephone Cooperation as attached. Exhibit B-2

---

Motioned by Comm. Koos  
Seconded by Comm. Ebarb  
All members voting in favor  
Motion carried unanimously (5-0)  
Order #2025-201

**ITEM #3.**

**IT IS ORDERED** by the Commissioners' Court of Harrison County, Texas to approve of the posting for employment, the position of Harrison County Engineer, for the Road and Bridge Department and authorization for said position to be published including the Harrison County website with said applications to be returned to the Harrison County Human Resources Department. Exhibit B-3

---

Motioned by Comm. Timmins  
Seconded by Comm. Ebarb  
All members voting in favor  
Motion carried unanimously (5-0)  
Order #2025-202

**ITEM #4.**

**IT IS ORDERED** by the Commissioners' Court of Harrison County, Texas to approve the request by Glenn Bickerdike, VeraBank for clarification regarding whether the buildings located towards the north end of Mastercraft Avenue that cross the blue survey line are on county ROW, but not causing any issues.. Exhibit B-4

---

**ITEM C:**

**SHERIFF: Administrative Report: No action to be taken** - Concerning statistics reflecting law enforcement activity, execution of civil responsibilities, jail population, also location of and turnover in prisoners. Exhibit C

Motioned by Comm. Koos  
Seconded by Comm. Ebarb  
All members voting in favor  
Motion carried unanimously (5-0)  
Order #2025-203

**ITEM #1.**

**IT IS ORDERED** by the Commissioners' Court of Harrison County, Texas to approve the donation in the amount of \$500.00 from anonymous donor to be used for the Harrison County K9 program. Exhibit C-1

---

Motioned by Comm. Timmins  
Seconded by Comm. Ebarb  
All members voting in favor  
Motion carried unanimously (5-0)  
Order #2025-204

**ITEM #2.**

**IT IS ORDERED** by the Commissioners' Court of Harrison County, Texas to approve the following Enterprise Fleet management Quotes: Quote 8863441 2025 Ford police Interceptor and Quote 8863433 2025 Ford Police Interceptor. Exhibit C-2

---

**ITEM D**  
**COUNTY CLERK:**

Motioned by Comm. Koos  
Seconded by Comm. Ebarb  
All members voting in favor  
Motion carried unanimously (5-0)  
Order #2025- 205

**ITEM #1.**

**IT IS ORDERED** by the Commissioners' Court of Harrison County, to approve the transcribed minutes of Commissioner's Court meeting on May 6, 2025.Exhibit D-1

---

**ITEM E.**  
**TREASURER:**

Motioned by Comm. Hatfield  
Seconded by Comm. Koos  
All members voting in favor  
Motion carried unanimously (5-0)  
Order #2025- 206

**ITEM #1.**

**IT IS ORDERED** by the Commissioners' Court of Harrison County, Texas to approve the Policy and Procedures Policy for Centralized Unclaimed Funds Reporting for Harrison County. Exhibit E-1

---

**ITEM F.**  
**PURCHASING:**

Motioned by Comm. Timmins  
Seconded by Comm. Ebarb  
All members voting in favor  
Motion carried unanimously (5-0)  
Order #2025-207

**ITEM #1.**

**IT IS ORDERED** by the Commissioners' Court of Harrison County, Texas to approve the following items for surplus: Unit 11427 and Unit 11462 for the DA's office and 4593 projector from Juvenile. Exhibit F-1

---

Motioned by Comm. Hatfield  
Seconded by Comm. Timmins  
All members voting in favor  
Motion carried unanimously (5-0)  
Order #2025-208

**ITEM #2.**

**IT IS ORDERED** by the Commissioners' Court of Harrison County, Texas to approve to Award the Seal Coat Bid 2025-03 to Lone Star Equipment Company. Exhibit F-2

---

Motioned by Comm. Ebarb  
Seconded by Comm. Koos  
All members voting in favor  
Motion carried unanimously (5-0)  
Order #2025-209

**ITEM #3.**

**IT IS ORDERED** by the Commissioners' Court of Harrison County, Texas to approve the annual renewal of software subscription to SmartDraw for the Sheriff's Department. Exhibit F-3

---

**ITEM G.**  
**INFORMATION TECHNOLOGY:**

Motioned by Comm. Timmins  
Seconded by Comm. Hatfield  
All members voting in favor  
Motion carried unanimously (5-0)  
Order #2025-210

**ITEM #3.**

**IT IS ORDERED** by the Commissioners' Court of Harrison County, Texas to approve to submit a list of County employees and elected officials for registration in cybersecurity training for the year 2025, with authorization to allow Human Resourced and Information Technology to make necessary adjustments to the employee list because of new hires and terminations during the training period. Exhibit G-3

---

**ITEM H.**  
**NEW BUSINESS:**

Motioned by Comm. Ebarb  
Seconded by Comm. Koos  
All members voting in favor  
Motion carried unanimously (5-0)  
Order #2025-211

**ITEM #1.**

**IT IS ORDERED** by the Commissioners' Court of Harrison County, to approve of thank you letter to Kinder Morgan for their financial support in regards to Farm City Week for Harrison County. H-1

---

Motioned by Comm. Ebarb  
Seconded by Comm. Timmins  
All members voting in favor  
Motion carried unanimously (5-0)  
Order #2025-212

**ITEM #2.**

**IT IS ORDERED** by the Commissioners' Court of Harrison County, to approve for Matt Garrett, County Agriculture Agent, for out of state travel to Billings, MT, June 29-July-2, 2025, for the National Conference. H-2



Motioned by Comm. Timmins  
Seconded by Comm. Ebarb  
All members voting in favor  
Motion carried unanimously (5-0)  
Order #2025-213

**ITEM #3.**

**IT IS ORDERED** by the Commissioners' Court of Harrison County, to approve additional staff, a Facility Administrator and 2 cooks, for the Harrison County Juvenile Services as requested by Melanie Whitehurst, Juvenile Center Manager. **AMENDED MOTION to include additional cell phone allowance of \$40 dollars for the Director at the Juvenile Center.** Exhibit H-3

---

Motioned by Comm. Hatfield  
Seconded by Comm. Ebarb  
All members voting in favor  
Motion carried unanimously (5-0)  
Order #2025-214

**ITEM #4.**

**IT IS ORDERED** by the Commissioners' Court of Harrison County, to approve the updated Emergency Management Coordinator Form for the City of Waskom Mayor, Keith Slone. Exhibit H-4

---

Motioned by Comm. Timmins  
Seconded by Comm. Ebarb  
All members voting in favor  
Motion carried unanimously (5-0)  
Order #2025-215

**ITEM #5.**

**IT IS ORDERED** by the Commissioners' Court of Harrison County, to approve to rescind Order #95-408, dated November 13, 1995 regarding Harrison County and the City of Marshall regarding health food inspection permits and OSSF permits to be effective May 20, 2025. Exhibit H-5

Motioned by Comm. Ebarb  
Seconded by Comm. Timmins  
All members voting in favor  
Motion carried unanimously (5-0)  
Order #2025- 216

**ITEM #6.**

**IT IS ORDERED** by the Commissioners' Court of Harrison County, to approve the Order Establishing and Enforcement regarding Food Service Inspections in Harrison County by the Fire Marshal's Office. Exhibit H-6

---

Motioned by Comm. Ebarb  
Seconded by Comm. Timmins  
All members voting in favor  
Motion carried unanimously (5-0)  
Order #2025- 217

**ITEM #7.**

**IT IS ORDERED** by the Commissioners' Court of Harrison County, to approve the health food inspections fees for Harrison County. Exhibit H-7

---

Motioned by Comm. Koos  
Seconded by Comm. Ebarb  
All members voting in favor  
Motion carried unanimously (5-0)  
Order #2025-218

**ITEM #8.**

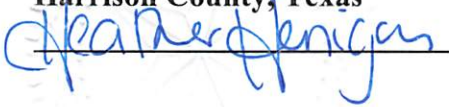
**IT IS ORDERED** by the Commissioners' Court of Harrison County, to approve to rescind Order #2017-355, dated November 17, 2017, regarding the Harrison County game Room regulations which will no longer be effective as of May 20, 2025 in Harrison County, Texas. Exhibit H-8

**ADJOURNMENT:**

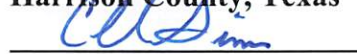
With no further business to come before the Court for consideration and action, the motion was made by Commissioner Ebarb and seconded by Commissioner Hatfield to adjourn the meeting. Motion carried unanimously (5-0). Meeting adjourned at 9:48a.m.

**ATTEST:**

Heather Henigan, County Clerk  
Harrison County, Texas



Chad Sims, County Judge  
Harrison County, Texas



Minutes approved on: June 3, 2025