

**REGULAR MEETING OF THE COMMISSIONERS' COURT  
HELD IN THE HISTORIC HARRISON COUNTY COURTHOUSE  
MARSHALL, TEXAS  
THIS THE 24TH DAY OF OCTOBER, 2023**

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**BE IT REMEMBERED** that at 9:00 a.m. on the 24th of October, 2023, 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

Pledge of Allegiance:

American Flag

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

The following were present:

Chad Sims,	County Judge
William Hatfield,	Commissioner, Precinct #1
Zephaniah Timmins,	Commissioner, Precinct #2
Phillip Mauldin,	Commissioner, Precinct #3
Jay Ebarb	Commissioner, Precinct#4
Liz James	County Clerk
Becky Haynes,	County Auditor

**ANNOUNCEMENTS:**

**Declare A Quorum Present:**

When the following were heard and the following Orders passed:

Call to Order by the County Judge, Chad Sims, at 9:03 a.m.

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**ITEM A: County Auditor:** Becky Haynes gave Administrative Report submitted: No action to be taken concerning Submission of financial reports. Exhibit A

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Motioned by Comm. Timmins  
Seconded by Comm. Hatfield  
All members voting in favor  
Motion carried unanimously (5-0)  
Order #2023-421

**Item #1. IT IS ORDERED** by the Commissioners' Court of Harrison County, Texas to approve Line Item Transfers as submitted by County Auditor Becky Haynes \$263,675.46. Exhibit A-1

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Motioned by Comm. Mauldin  
Seconded by Comm. Ebarb  
All members voting in favor  
Motion carried unanimously (5-0)  
Order #2023-422

**Item #2. IT IS ORDERED** by the Commissioners' Court of Harrison County, Texas to approve the payment for Regular Bills in the amount of \$873,737.36 Exhibit A-2

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Motioned by Comm. Ebarb  
Seconded by Comm. Mauldin  
All members voting in favor  
Motion carried unanimously (5-0)  
Order #2023-423

**Item #3. IT IS ORDERED** by the Commissioners' Court of Harrison County, Texas to approve the Payroll for October, 2023. Exhibit A-3.

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Motioned by Comm. Mauldin  
Seconded by Comm. Ebarb  
All members voting in favor  
Motion carried unanimously (5-0)  
Order #2023-424

**Item #4. IT IS ORDERED** by the Commissioners' Court of Harrison County, Texas to approve the Ratification, in Open Court, the approval of the transfer of funds for the payment of medical claims due and payable on October 5, 2023. Exhibit A-4

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Motioned by Comm. Timmins  
Seconded by Comm. Hatfield  
All members voting in favor  
Motion carried unanimously (5-0)  
Order #2023-425

**Item #5 IT IS ORDERED** by the Commissioners' Court of Harrison County, Texas to approve the Engagement Letter with Pattillo, Brown, & Hill, LLP to provide Harrison County Juvenile Probation Department audit services for the year ended August 31, 2023 and authorization for the County Judge to execute said engagement. Exhibit A-3.

**For the record: Commissioner Ebarb inquired about how often Juvenile have to be audited? Ms. Haynes said it is a year to year unless there is an exemption, with the exemption audit is done every other year which saves the County \$8000.00. This is paid by the County Fund and not the grant fund.**

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**Item B: Road and Bridge Department: No Administrative Report Submitted:**

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Motioned by Comm. Timmins  
Seconded by Comm. Hatfield  
All members voting in favor  
Motion carried unanimously (5-0)  
Order #2023-426

**Item #1. IT IS ORDERED** by the Commissioners' Court of Harrison County, Texas to approve the personnel changes for October 5, 2023 through October 18, 2023, for the Harrison County Road & Bridge Department. Exhibit B-1.

NEW HIRES: 1

RESIGNATIONS: None

TERMINATIONS: None

-6TIREMENTS: None

TRANSFER: (1)

Full Time Employees (53) 49 (Includes the Road Administrator)

F/T Vacancies: 4

Part Time Employees (3) 3 (Including one floating slot)

Part Time Vacancy: 0

Temporary (6) 0

Temp. Vacancies: 6

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**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 follows:  
**No utility applications submitted.**

Motioned by Comm. Mauldin  
Seconded by Comm. Timmins  
All members voting in favor  
Motion carried unanimously (5-0)  
Order #2023-427

**Item #3. IT IS ORDERED** by the Commissioners' Court of Harrison County, Texas to approve Private road issuance order#72 for PR #3479, also known as Waterfowl Lane, Located in Pct 3, approximately 1250 feet west of the intersection of Country Club Road East Drive (CR 3417) and PR 3467 (Kayla Lane), running south off of Country Club Road East for 1360 feet. Exhibit B-3

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Motioned by Comm. Mauldin  
Seconded by Comm. Timmins  
All members voting in favor  
Motion carried unanimously (5-0)  
Order #2023-428

**Item #4. IT IS ORDERED** by the Commissioners' Court of Harrison County, Texas to approve Private road issuance order#73 for PR #3480, also known as Reed Lane, Located in Pct 3, approximately 180 feet south of the intersection of Country Club Road East Drive (CR 3417) and PR 3479 (Waterfowl Lane), running east off of PR 3479 (Waterfowl Lane). Exhibit B-4

Motioned by Comm. Mauldin  
Seconded by Comm. Timmins  
All members voting in favor  
Motion carried unanimously (5-0)  
Order #2023-429

**Item #5. IT IS ORDERED** by the Commissioners' Court of Harrison County, Texas to approve Private road issuance order#74 for PR #3481, also known as Decoy Lane, Located in Pct 3, approximately 1360 feet south of the intersection of Country Club Road East Drive and PR 3479 (Waterfowl Lane), running east off of PR 3479 (Waterfowl Lane). Exhibit B-5

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Motioned by Comm. Hatfield  
Seconded by Comm. Timmins  
All members voting in favor  
Motion carried unanimously (5-0)  
Order #2023-430

**Item #6. IT IS ORDERED** by the Commissioners' Court of Harrison County, Texas to approve and execute any and all documents relating to rent to Purchase agreement with Doggett Machinery for the Broce Broom as approved in the FY 2024 Budget. Exhibit B-6

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**ITEM C: Sheriff's Department: No Administrative Report submitted:**

Motioned by Comm. Hatfield  
Seconded by Comm. Timmins  
All members voting in favor  
Motion carried unanimously (5-0)  
Order #2023-431

**Item #1. IT IS ORDERED** by the Commissioners' Court of Harrison County, Texas to approve the ratification in Open Court, the approval of payment for per diem and travel expenses for Cindy Black and Renee Nelson for their trip to pick up a prisoner in North Dakota. Exhibit C-1.

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**Item D: Maintenance Department: No Administrative Report Submitted:**

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**Item E: Information Technology: No Administrative Report Submitted:**

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**Item F: Purchasing No Items Submitted:**

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**ITEM G: Human Resources:**

Motioned by Comm. Timmons  
Seconded by Comm. Hatfield  
All members voting in favor  
Motion carried unanimously (5-0)  
Order #2023-432

**Item #1. IT IS ORDERED** by the Commissioners' Court of Harrison County, Texas to approve grade/step correction to the 2023-2024 adopted slot list for employees B. Griffen (to grade/step 29-6 \$35,528) and J. Huffman (to grade/step 26-7 \$34,243 for regularly scheduled step increases inadvertently not included; and adjustment to the Tax Assessor budget to reflect this change. Exhibit C-1.

**For the record: This will be effective for the pay period that the new budget was effective.**

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**ITEM H: Treasurer: No Report Submitted**

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**ITEM I: Elections: No Items Submitted**

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**ITEM J: New Business:**

Motioned by Comm. Ebarb  
Seconded by Comm. Mauldin  
All members voting in favor  
Motion carried unanimously (5-0)  
Order #2023-433

**ITEM #1. IT IS ORDERED** by the Commissioners' Court of Harrison County, to approve the Resolution Requesting a Public Sale of Property Acquired by the County of Harrison, Texas at a Delinquent Tax Sale. Exhibit J-1

**For the record: County Judge inquired about date of next sale. Ms. Vaughn responded that next sale will be in March 2024 and will be online.**

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Motioned by Comm. Timmins  
Seconded by Comm. Hatfield  
All members voting in favor  
Motion carried unanimously (5-0)  
Order #2023-434

**ITEM #2. IT IS ORDERED** by the Commissioners' Court of Harrison County, to approve the of the completion and acceptance of the AWOS grant installation project at the Harrison County Airport and authorization for the county to apply for the 75% reimbursement for the project.  
No Exhibit

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Motioned by Comm. Ebarb  
Seconded by Comm. Timmins  
All members voting in favor  
Motion carried unanimously (5-0)  
Order #2023-435

**ITEM #3. IT IS ORDERED** by the Commissioners' Court of Harrison County, to approve the extension of 9-1-1 Database Management Agreement between Harrison County, Texas Eastern 9-1-1 and ETCOG. Exhibit J-3

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Motioned by Comm. Timmins  
Seconded by Comm. Ebarb  
All members voting in favor  
Motion carried unanimously (5-0)  
Order #2023-436

**ITEM #4. IT IS ORDERED** by the Commissioners' Court of Harrison County, to approve the TxDOT Airport Project 23ALMARSH Agreement. Exhibit J-4

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Motioned by Comm. Hatfield  
Seconded by Comm. Mauldin  
All members voting in favor  
Motion carried unanimously (5-0)  
Order #2023-437

**ITEM #5. IT IS ORDERED** by the Commissioners' Court of Harrison County, to approve the Resolution creating a Harrison County Texas America 250 Commission as requested by Thomas Speir, Historical Commissioner, to be composed of five (5) members with one (1) member

appointed by each Commissioner and a member appointed by the County Judge who will be the founding Chairman of the Commissioner. Exhibit J-5

Members appointed by Commissioners Court:

Commissioner Hatfield – Ted Huffines  
Commissioner Timmins – No confirmation at this time.  
Judge Sims – Ron McGregor  
Commissioner Mauldin – Carol Greer  
Commissioner Ebarb - No confirmation at this time.

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Motioned by Comm. Timmins  
Seconded by Comm. Ebarb  
All members voting in favor  
Motion carried unanimously (5-0)  
Order #2023-438

**ITEM #6. IT IS ORDERED** by the Commissioners’ Court of Harrison County, to approve the request by the Historical Commission to place two (2) Under told Story Historical Markers (“Spanish Conquistadors in Harrison County”) by the Texas Flag at the new courthouse and if approved, authorization for the Historical commission to submit this application to the Texas Historical Commission for placement of these historical markers. Exhibit J-6

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Motioned by Comm. Hatfield  
Seconded by Comm. Timmins  
All members voting in favor  
Motion carried unanimously (5-0)  
Order #2023-439

**ITEM #7. IT IS ORDERED** by the Commissioners’ Court of Harrison County, to approve the contract between AmpliFund and Harrison County for an initial term of thirteen months, effective October 10, 2023 with the first year’s subscription and implementation total of \$37,266.67 with the option to renew annually for four (4) additional years at \$20,000/year for a total for five (5) years to be \$117,266.67 to provide assistance in grant process for the lifecycle of a grant for Harrison County. Exhibit J-7

For the record: Commissioner Ebarb inquired whether AmpliFund is independent company or part of Tyler. Judge Sims responded they are independent.



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Motioned by Comm. Hatfield  
Seconded by Comm. Ebarb  
All members voting in favor  
Motion carried unanimously (5-0)  
Order #2023-440

**ITEM #8. IT IS ORDERED** by the Commissioners' Court of Harrison County, to approve Tyler Technologies-Fraud Notify Agreement for the County Clerk's Office. Exhibit J-8

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Motioned by Comm. Timmins  
Seconded by Comm. Hatfield  
All members voting in favor  
Motion carried unanimously (5-0)  
Order #2023-441

**ITEM #9. IT IS ORDERED** by the Commissioners' Court of Harrison County, to approve the submission of the Bipartisan Infrastructure Law, Airport Terminal and Tower Project Application to the U.S. Department of Transportation Federal Aviation Administration regarding the renovation of the Harrison County Airport Terminal Building... Exhibit J-9

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Motioned by Comm. Timmins  
Seconded by Comm. Mauldin  
All members voting in favor  
Motion carried unanimously (5-0)  
Order #2023-442

**ITEM #10. IT IS ORDERED** by the Commissioners' Court of Harrison County, to approve the Harrison County Airport Ground Lease – Tenant Constructed Hangar No. 6 between Harrison County and E.N. Smith (Geraldine Smith) commencing on January 1, 2023 and ending on December 31, 2057 and Aircraft Registration for said hangar. Exhibit-10

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**Court Recessed @ 9:57 a.m.**

**Executive Session @ 10:12 a.m.**

**Reconvened Regular Session @ 11:22 a.m.**

**ADJOURNMENT:**

**With no further business to come before the Court for consideration and action, the motion was made by Commissioner Timmins and seconded by Commissioner Hatfield. (5-0). Meeting adjourned at 11:23 a.m.**

**ATTEST:**



**Elizabeth James, County Clerk  
Harrison County, Texas**

**Date:** 11/14/23



**County Judge  
CHAD SIMS  
Harrison County**

#1 Peter Whetstone Square, Room 314  
Marshall, Texas 75670  
903-935-8401  
903-935-4853 Fax  
Charlene Graff, Judicial Admin. Assist.

FILED FOR RECORD

2023 OCT 20 AM 10:21

ELIZABETH JAMES  
CLERK HARRISON CO  
BY JB DEPUTY

Pursuant to Chapter 551 of the Texas Government Code requiring governmental bodies to give notice of their meetings, this is to advise that a **REGULAR meeting of the Harrison County Commissioner's Court will be held at 9:00 a.m. on the 24<sup>th</sup> day of October, 2023, in the Commissioners' Courtroom at the Harrison County Historic Courthouse in Marshall, Texas**, at which time the Commissioners' Court will consider all matters pertaining to Harrison County business and grant authorization for the County Judge to execute any and all documents as may come before said Commissioner's Court for approval, including by way of information but not limitation, the following matters:

**INVOCATION**

**PLEDGE OF ALLEGIANCE:**

**AMERICAN FLAG**

**TEXAS FLAG: "Honor the Texas Flag; I Pledge Allegiance to Thee, Texas,  
One State Under God, One and Indivisible"**

**ANNOUNCEMENTS:**

**PUBLIC COMMENTS – AGENDA ITEMS ONLY**

**DECLARE A QUORUM PRESENT:**

**CALL TO ORDER:**

## AGENDA

### A. AUDITOR:

1. Consideration and approval regarding Line Item Transfers.
2. Consideration and approval of payment of Regular Bills.
3. Consideration and approval for Payroll for October 13, 2023.
4. Consideration and action, Subject to Ratification, in Open Court, the approval of the transfer of funds for the payment of medical claims due and payable on October 5, 2023.
5. Consideration and approval of the Engagement Letter with Pattillo, Brown, & Hill, LLP to provide Harrison County Juvenile Probation Department audit services for the year ended August 31, 2023 and authorization for the County Judge to execute said engagement.

### B. ROAD AND BRIDGE DEPARTMENT:

1. Consideration and approval of personnel changes for the Harrison County Road & Bridge Department.
2. Consideration and approval of the utility applications submitted to the Harrison County Road & Bridge Department as follows:

#### NO UTILITY APPLICATIONS

3. Consideration and approval of private road issuance order #72 for PR #3479, also known as Waterfowl Lane, located in Pct 3, approximately 1250 feet west of the intersection of Country Club Road East Drive (CR 3417) and PR 3467 (Kayla Lane), running south off of Country Club Road East for 1360 feet.
4. Consideration and approval of private road issuance order #73 for PR #3480, also known as Reed Lane, located in Pct 3, approximately 180 feet south of the intersection of Country Club Road East Drive (CR 3417) and PR 3479 (Waterfowl Lane), running east off of PR 3479 (Waterfowl Lane).
5. Consideration and approval of private road issuance order #74 for PR #3481, also known as Decoy Lane, located in Pct 3, 1360 feet south of the intersection of Country Club Road East Drive (CR 3417) and PR 3479 (Waterfowl Lane), running east off of PR 3479 (Waterfowl Lane).
6. Consideration and action to approve and execute any and all documents relating to Rent to Purchase agreement with Doggett Machinery for the Broce Broom as approved in the FY 2024 budget.

### C. SHERIFF'S DEPARTMENT:

1. Consideration and action, subject to ratification in Open Court, the approval of payments for per diem and travel expenses for Cindy Black and Rence Nelson for their trip to pick up a prisoner in North Dakota.

**D. MAINTENANCE DEPARTMENT:**

**E. INFORMATION TECHNOLOGY:**

**F. PURCHASING:**

**G. HUMAN RESOURCES:**

1. Consideration and approval of a grade/step correction to the 2023-24 adopted slot list for employees B. Griffin (to grade/step 29-6 \$35,528) and J. Huffman (to grade/step 26-7 \$34,243 for regularly scheduled step increases inadvertently not included; and adjustment to the Tax Assessor budget to reflect this change.

**H. TREASURER:**

**I. ELECTIONS:**

**J. NEW BUSINESS:**

1. Consideration and action regarding the approval of the Resolution Requesting a Public Sale of Property Acquired by the County of Harrison, Texas at a Delinquent Tax Sale.
2. Consideration and action regarding the approval of the completion and acceptance of the AWOS grant installation project at the Harrison County Airport and authorization for the county to apply for the 75% reimbursement for the project.
3. Consideration and action regarding the approval of the extension of 9-1-1 Database Management Agreement between Harrison County, Texas Eastern 9-1-1 and ETCOG.
4. Consideration and action regarding the approval of the TxDOT Airport Project 23ALMARSH Agreement.
5. Consideration and action regarding the approval of the Resolution creating a Harrison County Texas America 250 Commission as requested by Thomas Speir, Historical Commission, to be composed of five (5) members with one (1) member appointed by each Commissioner and a member appointed by the County Judge who will be the founding Chairman of the Commission.
6. Consideration and action regarding the approval of the request by the Historical Commission to place two (2) Undertold Story Historical Markers ("Spanish Conquistadors in Harrison County") by the Texas Flag at the new courthouse and if approved, authorization for the Historical Commission to submit this application to the Texas Historical Commission for placement of these historical marchers.
7. Consideration and approval of the contract between AmpliFund and Harrison County for an initial term of thirteen months, effective October 10, 2023 with the first year's subscription and implementation total of \$37,266.67 with the option to renew annually for four (4) additional years at \$20,000.00/year for a total for five (5) years to be \$117,266.67 to provide assistance in grant process for the lifecycle of a grant for Harrison County.

8. Consideration and approval of Tyler Technologies – Fraud Notify Agreement for the County Clerk’s Office.
9. Consideration and action regarding the approval of the submission of the Bipartisan Infrastructure Law, Airport Terminal and Tower Project Application to the U.S. Department of Transportation Federal Aviation Administration regarding the renovation of the Harrison County Airport Terminal Building.
10. Consideration and action regarding the approval of the Harrison County Airport Ground Lease – Tenant Constructed Hangar No. 6 between Harrison County and E.N. Smith (Geraldine Smith) commencing on January 1, 2023 and ending on December 31, 2057 and Aircraft Registration for said hangar.

**Executive Session:**

1. Call to Court to Executive Session pursuant to Government Code Section 551.071 (consultation with attorney) relating to Harrison County.

**ADJOURN**



CHAD SIMS, COUNTY JUDGE

This is to certify that at the time and date stamped hereon, the notice of a meeting, a copy of which is attached hereto, has been filed in my office, and posted on my official bulletin board in the Courthouse, as is required by Texas Government Code, Chapter 551.

Executed on: October 20, 2023

COUNTY CLERK  
HARRISON COUNTY, TEXAS

(In accordance with Title III of the Americans with Disabilities Act, we invite all attendees to advise us of any special accommodations due to disability. Please submit your request as far as possible in advance of the program you wish to attend.)

