

**REGULAR TERM  
REGULAR SESSION  
NOVEMBER 25, 2025**

On this the 25<sup>th</sup> day of November, 2025, A.D., at 9:00 a.m. the Commissioners' Court of Jackson County, Texas convened in a Regular Term, Regular Session, thereof, at the Courthouse of Edna, Texas, with the following members of the Court present, to-wit:

Jill Sklar	County Judge
Douglas Frenzel	Comm. Pct. #1
Wayne Bubela	Comm. Pct. #2
Glenn Martin	Comm. Pct. #3
Dennis Karl	Comm. Pct. #4
Kate Respondek	County Clerk

At which time the following proceedings were had:

**Invocation and Pledge**

Comm. Frenzel opened the meeting with prayer and Judge Sklar led the reciting of the Pledge of Allegiance of the United States of America.

**Citizens Comments-Opportunity for the public to address Commissioners' Court on non-agenda items. The Court may not comment nor deliberate on non-agenda items. (Presentations should be limited to (5) minutes)**

Shannon Parker with TDEM gave update of FEMA disaster thresholds for Jackson County.

Cindy Janica requested to have the Commissioner Court Meetings live streamed or recorded for citizens who can't attend meetings in person but would like to stay up to date on the issues being presented.

**Approval of Minutes and/or additions and corrections, if any.**

The minutes from November 12, 2025 were submitted.

A motion was made by Comm. Bubela, seconded by Comm. Martin, to approve the minutes with corrections made to a motion/second on agenda item #4. Motion carried.

**Consider budget amendments, line-item transfers and revenue certification for FY2025 Budget, and take any necessary action.**

There were none.

**Consider contract with Billy T. Caftan for Peer Recovery Support Services and Individual Counseling to residents of Jackson County through Jackson County ONE, and take any necessary action.**

A motion was made by Comm. Frenzel, and seconded by Comm. Bubela, to approve the contract with Billy T. Caftan for Peer Recovery Support Services and Individual Counseling to residents of Jackson County through Jackson County ONE in the amount of \$30,000.00. Motion carried.

Clerk's Note: A copy of the contract on file among exhibits of Commissioners' Court.

**Consider request from Edna Business Association for the use of the courthouse lawn on December 6, 2025 during Christmas Market Days, and take any necessary action.**

Shelley Srp, representing the Edna Business Association, was present in Court to make the request for use of the Courthouse lawn with no changes from the previous years request.

A motion was made by Comm. Bubela, and seconded by Comm. Karl, to approve the request from the Edna Business Association for the use of the courthouse lawn on December 6, 2025 during Christmas Market Days. Motion carried.

**APPROVED**

November 25, 2025

**Consider contract with Burns and Associates for Architectural services for the design and possible construction of an Emergency Operations Center and Justice Center, and take any necessary action.**

Mr. Kenny Burns was present in Court representing Burns and Associates.

David Webel. Cindy Janica, John Boone, Stephen Mitchell. Dr. Joe Bonnot. Vicki Kaelin and Angela Hamilton, all citizens of Jackson County, were present in Court to voice their concerns for the Justice Center project.

A motion was made by Judge Sklar, and seconded by Comm. Bubela, to approve the contract with Burns and Associates for Architectural services for the design and possible construction of an Emergency Operations Center and Justice Center. Motion carried.

Clerk's Note: A copy of the contract on file among exhibits of Commissioners' Court.

*Court recessed at 10:34 a.m.*

*Court reconvened at 10:46 a.m. with full Court present.*

**Consider Resolution for Friends of Elder Citizens, and take any necessary action.**

Ida Ramirez, Michelle Hudson and Rebeca Panza were present in Court representing Friends of Elder Citizens.

A motion was made by Comm. Frenzel and seconded by Judge Sklar to approve the resolution for Friends of Elder Citizens in an amount not to exceed \$5,000.00 being the lowest amount to match the Texas Agricultural Grant and striking section three regarding the certification of the organization's accounting system. Motion carried.

Clerk's Note: A copy of the resolution on file among exhibits of Commissioners' Court.

**Consider Treasurer's Report for the month of October, and take any necessary action.**

Mary Horton, Treasurer, submitted the Treasurer's Report for the month of October to the Court.

A motion was made by Comm. Martin, and seconded by Comm. Karl, to approve the Treasurer's report. Motion carried.

Clerk's Note: A copy of the report on file among exhibits of Commissioners' Court.

**Consider proposals for compactor receiver container for the Transfer Station, and take any necessary action.**

Agenda item passed.

**Consider Jackson County Transfer Station Rate Increase Proposal, and take any necessary action.**

A motion was made by Comm. Bubela and seconded by Comm. Frenzel to TABLE the agenda item until the December 9, 2025 meeting. Motion carried.

**Open applications for Board of Director Positions for Emergency Service Districts #1, #2, and #3, and take any necessary action.**

A motion was made by Comm. Bubela and seconded by Comm. Karl to open up for applications for the Board of Director Positions for Emergency Service Districts #1, #2, and #3. Motion carried.

**Consider appointing Jackson County Navigation District Directors to a four-year term ending December 31, 2030, and take any necessary action.**

A motion was made by Comm. Bubela, and seconded by Comm. Frenzel, to appoint Gary Olson, Robert Shoemate and Bobby Gendke to the Jackson County Navigation District Directors for a four-year term ending December 31, 2030. Motion carried.

**Consider allowing Texas Ranger Tinsley to utilize office adjacent to DPS, and take any necessary action.**

A motion was made by Comm. Martin, and seconded by Comm. Karl, to allow Texas Ranger Tinsley to utilize the office adjacent to DPS. Motion carried.

**Consider request for proposals for Jackson County Hazard Mitigation plan, and take any necessary action.**

A motion was made by Judge Sklar, and seconded by Comm. Karl, to approve the request for proposals with H2O Partners for the Jackson County Hazard Mitigation plan. Motion carried. Clerk's Note: A copy of the ranking sheet on file among exhibits of Commissioners' Court.

**Consider County Assistance Program FY2026, and take any necessary action.**

A motion was made by Comm. Bubela and seconded by Comm. Frenzel to approve the County Assistance Program FY2026 to be divided between the four precincts. Motion carried. Clerk's Note: A copy of the Assistance Program letter on file among exhibits of Commissioners' Court.

**Receive the County's FY 25 Indigent Defense Expenditure Report.**

A motion was made by Comm. Bubela, and seconded by Comm. Frenzel to receive the County's FY 25 Indigent Defense Expenditure Report. Motion carried. Clerk's Note: A copy of the report on file among exhibits of Commissioners' Court.

**Receive Chapter 59 Asset Forfeiture Reports and Auditor's Reports for the District Attorney Forfeiture Funds for the year ended August 31, 2025, and the Sheriff and Constables Forfeiture Funds for the year ended September 30, 2025.**

A motion was made by Comm. Frenzel, and seconded by Comm. Martin to receive the Chapter 59 Asset Forfeiture Reports and Auditor's Reports for the District Attorney Forfeiture Funds for the year ended August 31, 2025, and the Sheriff and Constables Forfeiture Funds for the year ended September 30, 2025. Motion carried. Clerk's Note: A copy of the report on file among exhibits of Commissioners' Court.

**Consider approval of the Federal Equitable Sharing Agreement and Certification Form, and take any necessary action.**

A motion was made by Judge Sklar, and seconded by Comm. Bubela, to approve the Federal Equitable Sharing Agreement and Certification Form with form to be filed electronically and name the Jackson County Auditor's Office as the certifying agent to file. Motion carried. Clerk's Note: A copy of the agreement and certification form on file among exhibits of Commissioners' Court.

**Consider approval of trade-in of KS677550-2019 Ram 1500 Classic with the purchase of Constable Pet #2 2026 Chevrolet Silverado 1500, and take any necessary action.**

A motion was made by Judge Sklar, and seconded by Comm. Bubela, to approve the trade-in of KS677550-2019 Ram 1500 Classic with the purchase of Constable Pct #2 2026 Chevrolet Silverado 1500. Motion carried.

**Consider approval of trade-in of KR243836-2019 Tahoe and MR297839-2021 Tahoe with the purchase of SO 2026 Chevrolet Silverado 1500 4WD, and take any necessary action.**

A motion was made by Comm. Martin, and seconded by Comm. Karl, to approve the trade-in of KR243836-2019 Tahoe and MR297839-2021 Tahoe with the purchase of SO 2026 Chevrolet Silverado 1500 4WD. Motion carried.

**Consider Treasurers' Report for month of September, and take any necessary action.**

Agenda item passed.

**Consider Payment of County and Precinct bills and court orders.**

It was noted that there were two court orders.

A motion was made by Comm. Bubela, and seconded by Comm. Frenzel, to pay the County and Precinct bills and court order. Motion carried.

**Consider payroll changes, if any, and take any necessary action.**

A motion was made by Comm. Karl. and seconded by Comm. Martin. to approve the payroll changes. Motion carried.

***COMMISSIONERS'  
COURT  
PAYROLL CHANGES***

*November 25, 2025*

<u>NAME</u>	<u>DEPARTMENT</u>	<u>TYPE OF CHANGE</u>	<u>HOURLY FROM:</u>	<u>HOURLY TO:</u>	<u>EFFECTIVE DATE</u>
Vasquez, Jeremiah	Jail	Resignation	\$22.08	\$0.00	11/17/2025

**Receive various county reports, news and information.**

Rick Boone gave SO report.  
Christmas Banquet is set for December 16. 2025.  
Longevity checks will be issued this week (Nov. 28<sup>th</sup>, 2025)

**ADJOURNMENT**

A motion was made by Comm. Bubela. seconded by Comm. Karl to adjourn at 11:44 a.m.

Meeting **ADJOURNED**

**APPROVED** this the 18<sup>th</sup> day of December 2025.

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Jill Sklar  
County Judge

ATTEST:

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Katherine M. Respondek. County Clerk  
And Ex-Officio Clerk of the Commissioners'  
Court of Jackson County. Texas

November 25, 2025