

**REGULAR TERM  
REGULAR SESSION  
JANUARY 13, 2026**

On this the 13<sup>th</sup> day of January, 2026, 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 D. 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)**

Donna Coleman requested that the Commissioners' Court minutes be updated and current on the County website.

Tillman Hunt, Jackson County citizen/taxpayer, was allowed to comment at the end of Commissioners' Court as he was unaware he was allotted a specific time during Citizens Comment at the beginning of Court. He voiced his concerns and had questions regarding the Justice Center project.

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

The minutes from December 18, 2025 were submitted.

A motion was made by Comm. Frenzel, seconded by Comm. Martin, to approve the minutes as presented. Motion carried.

**Consider budget amendments, line-item transfers and revenue certification for the FY2025-2026 Budget, and take any necessary action.**

A motion was made by Judge Sklar, and seconded by Comm. Karl, to approve the budget amendments, line-item transfers and revenue certification for the FY2025-2026 Budget. Motion carried.

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

**Consider Biennial Report from Mid-Coast Family Services, and take any necessary action.**

Kathryn Reynolds - SART Coordinator & Victim Advocate for Mid-Coast Family Services was present in court to present the Biennial Report from Golden Crescent Regional Planning Commission SART.

A motion was made by Comm. Frenzel, and seconded by Comm. Bubela, to receive the Biennial Report from the Golden Crescent Regional Planning Commission. Motion carried.

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

**Consider request of Jackson County Cares to utilize the courthouse lawn for their Annual Butterfly Walk and Butterfly Release on April 18, 2026, and take any necessary action.**

Geneveve Wolter – Secretary of Jackson County Cares, was present in Court to present the request for use of the courthouse lawn for the annual Butterfly Walk and Butterfly release on April 18, 2026.

A motion was made by Comm. Frenzel, and seconded by Comm. Bubela, to approve the request from Jackson County Cares to utilize the courthouse lawn for their Annual Butterfly Walk and Butterfly Release on April 18, 2026. Motion carried.

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

January 13, 2026

**APPROVED**

**Discuss, consider, and adopt Resolution 26-04 regarding Civil Rights which includes the following policies:**

- a. Resolution Regarding Civil Rights; and**
- b. Section 504 Policy and Grievance Procedures**

A motion was made by Comm. Bubela, and seconded by Comm. Frenzel, to approve the Resolution 26-04 regarding Civil Rights and authorize the County Judge to sign. Motion carried.  
Clerk's Note: A copy of the resolution on file among exhibits of Commissioners' Court.

A motion was made by Comm. Bubela, and seconded by Comm. Karl, to approve the Section 504 Policy and Grievance Procedures and authorize the County Judge to sign. Motion carried.

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

**Consider Letter of Agreement between the Jackson County and Jackson County Hospital District to confirm and document each party's roles, responsibilities, and commitments in support of the HB 3000 Grant application, and take any necessary action.**

Brooke Moore – Director of EMS, was present in Court to discuss the HB 3000 Grant.

A motion was made by Comm. Bubela, and seconded by Comm. Martin, to approve the Letter of Agreement between Jackson County and Jackson County Hospital District to confirm and document each party's roles, responsibilities, and commitments in support of the HB 3000 Grant application. Motion carried.

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

**Consider Agreement for Transfer of Law Enforcement K-9 pursuant to Texas Government Code §614.214, and take any necessary action.**

A motion was made by Comm. Frenzel, and seconded by Comm. Bubela, to approve the Agreement for Transfer of Law Enforcement K-9 "Hunter" to handler, Dakota Smith, pursuant to Texas Government Code §614.214 and to be effective January 17<sup>th</sup>, 2026. Motion carried.

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

**Consider approval of US Bank Card for Rebecca Smiley, Auditor's Office, and take any necessary action.**

A motion was made by Comm. Bubela, and seconded by Comm. Martin to approve the US Bank Card for Rebecca Smiley, Auditor's Office. Motion carried.

**Consider using Jackson County Services Building Auditorium for the candidate forum on February 12, 2026, and take any necessary action.**

A motion was made by Comm. Karl, and seconded by Comm. Frenzel to approve the use of the Jackson County Services Building Auditorium for the candidate forum on February 12, 2026. Motion carried.

**Consider Application for County Road Crossing (Utilities) with YK Communications, on County Road 209, Precinct 2, and take any necessary action.**

A motion was made by Comm. Bubela, and seconded by Comm. Martin to approve the application for County Road Crossing (Utilities) with YK Communications, on County Road 209, Precinct 2. Motion carried.

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

**Consider resolution amending Texpool authorized representatives, and take any necessary action.**

A motion was made by Comm. Frenzel, and seconded by Comm. Bubela, to approve a resolution amending Texpool authorized representatives from Michelle Darilek to Rebecca Smiley. Motion carried.

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

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

It was noted that there were no court orders.

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

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

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

***COMMISSIONERS’  
COURT  
PAYROLL  
CHANGES  
January 13, 2026***

<u>NAME</u>	<u>DEPARTMENT</u>	<u>TYPE OF CHANGE</u>	<u>HOURLY FROM:</u>	<u>HOURLY TO:</u>	<u>EFFECTIVE DATE</u>
Miller, Victoria	Sheriff	Re-eval of position	\$22.40	\$23.43	01/18/2026
Dippel, Aleacia	Library	Resignation	\$11.00	\$0.00	01/16/2026
Zarate, Gabrielle	SB22-Rural LE Salary Assistance Grant	Re-eval of position	\$18.63	\$21.51	01/18/2026
Grissom, Ian	Jail	Re-eval of position	\$21.10	\$22.08	01/17/2026
Hajovsky, Caleb	Jail	Re-eval of position	\$21.10	\$22.08	01/17/2026
Miller, Jenny	Jail	Re-eval of position	\$22.08	\$24.05	01/17/2026

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

Tara Timberlake gave a short report on inmate numbers.

Rick Boone, Sheriff updated the Court on traffic due to the shutdown on 3131. He reported that call volume is up.

Monica Foster reported that issues with the Secretary of State software have caused the voter registration cards to not go out yet.

Court recessed at 9:48 a.m.

Court reconvened at 10:00 a.m. with full court present.

**Consider delivered fuel bids, and take any necessary action.**

The delivered fuel bids were submitted and reviewed by the Court.

A motion was made by Comm. Frenzel, seconded by Comm. Bubela to approve delivered fuel bid with New Distributing Company, Inc. Motion carried.

Clerk’s note: A copy of awarded bids on file among exhibits of Commissioners’ Court.

**Consider fuel card system bids, and take any necessary action.**

A motion was made by Comm. Frenzel, seconded by Comm. Bubela, to approve fuel card system bid with Sun Coast Resources, Inc. Motion carried.

Clerk’s note: A copy of awarded bids on file among exhibits of Commissioners’ Court.

**Consider road material bids, and take any necessary actions.**

The road material bids were submitted and reviewed by the Court.

A motion was made by Comm. Bubela, seconded by Comm. Frenzel, to approve road material bids as reviewed, amended and agreed upon as well as to table the Emulsion Asphalt bids until the next court date . Motion carried.

Clerk’s note: A copy of awarded bids on file among exhibits of Commissioners’ Court.

**Consider seal coating bids, and take any necessary action.**

The seal coating bids were submitted and reviewed by the Court.

A motion was made by Comm. Bubela, seconded by Comm. Karl, to approve seal coating bids as presented and discussed. Motion carried.

Clerk’s note: A copy of awarded bids on file among exhibits of Commissioners’ Court.

**ADJOURNMENT**

A motion was made by Comm. Frenzel, seconded by Comm. Bubela to adjourn at 11:05 a.m.

Meeting **ADJOURNED**

**APPROVED** this the 27<sup>th</sup> day of January 2026.

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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

January 13, 2026