



# POLK COUNTY COMMISSIONERS COURT

May 28, 2024

10:00 A.M.

Polk County Regional Health Building, Suite A

2024-101

Livingston, Texas

## NOTICE

Is hereby given that a regular meeting of the Polk County Commissioners Court will be held on the date stated above, at which time the following subjects will be discussed;

### Agenda Topics

**(Persons wishing to provide Public Comment must complete and submit a *Public Participation Form* to the County Clerk prior to the Call To Order).**

**\*\* Please turn off (or mute) all cell phones and devices \*\***

1. **CALL TO ORDER.** \* INVOCATION \* PLEDGES OF ALLEGIANCE

2. **PUBLIC COMMENTS**

This item is included to allow public comments on topics relating to the business of the county. In accordance with law, this Court cannot discuss, deliberate or take action on any item or topic not listed on this agenda. Public comments requesting or requiring action or deliberation may be scheduled on a future agenda. Each public comment will be limited to a maximum of three (3) minutes, unless a member of the Court requests additional time for the presenter. Any handout materials must be reproduced prior to the meeting and furnished by the presenter. **After the close of this portion of the Agenda, public comment for the remainder of the Court session is no longer appropriate or accepted unless specifically requested by a Member of the Court.**

3. **INFORMATIONAL REPORTS**

This item is included on the Agenda to receive announcements from the Court members and/or other Elected Officials and Department Heads of Polk County.

### NEW BUSINESS

4. **CONSENT AGENDA** (The items listed within the Consent Agenda are deemed to be of a routine nature and are not scheduled for individual consideration by the Commissioners Court. However, any member of the Court retains the option to remove any one or more items from the Consent Agenda and to have the item/s individually considered).

A. APPROVE MINUTES OF PREVIOUS MEETINGS: May 14 and May 15, 2024 (Regular/Emergency Sessions).

B. APPROVE SCHEDULES OF BILLS.

C. APPROVE ORDER DESIGNATING SURPLUS PROPERTY.

D. RECEIVE COUNTY AUDITOR'S MONTHLY REPORT, PURSUANT TO LOCAL GOVERNMENT CODE SEC. 114.025.

E. RECEIVE AND RECORD PERSONNEL ACTION FORMS SUBMITTED BY ELECTED OFFICIALS SINCE LAST MEETING.

F. RECEIVE 2023 EMPLOYER REWARDS PAYMENT FROM TEXAS ASSOCIATION OF COUNTIES IN THE AMOUNT OF \$1,096.20 FOR POLK HEALTHY COUNTY COMMITTEE.

G. APPROVE NATIONWIDE 457(b) PLAN ADOPTION AGREEMENT.

H. APPROVE REQUEST FROM DISTRICT ATTORNEY'S OFFICE FOR ASSET FORFEITURE EXPENDITURE NOT TO EXCEED \$3,500.00 FOR INVESTIGATION EXPENSES.

I. RECEIVE TREASURER'S MONTHLY REPORT FOR APRIL 2024.

5. **CONSIDER APPROVAL OF PERSONNEL MATTERS, AS FOLLOWS:**
  - A. UPDATE PERSONNEL MANAGEMENT SYSTEM.
  - B. REVIEW AND CONSIDERATION OF PERSONNEL ACTION FORM REQUESTS SUBMITTED BY DEPARTMENT HEADS SINCE LAST MEETING AND REVIEW OF ANY AUTHORIZED EMERGENCY HIRING.
  - C. PAY VACATION HOURS EARNED BY ROAD & BRIDGE PRECINCT 4 PERSONNEL, AS REQUESTED, TO BE PAID FROM ROAD & BRIDGE PRECINCT 4 BUDGET.
6. **CONSIDER REQUESTS FOR REVISIONS AND AMENDMENTS TO THE BUDGET, AS FOLLOWS:**
  - A. FY2024 BUDGET REVISIONS AND AMENDMENTS, AS PRESENTED BY THE COUNTY AUDITOR'S OFFICE.
7. **CONSIDER APPROVAL OF OFFERS TO PURCHASE TAX FORECLOSED PROPERTIES, AS FOLLOWS:**

(PCT. 4) T. Stubblefield Survey, Abstract 525, Cause #T11-302, 0.249 acre.
8. **RECEIVE AND RECORD ATTACHMENT "A" FOR CREEKSIDE FARMS SUBDIVISION PLAT.**
9. **CONSIDER MEMORANDUM OF UNDERSTANDING (MOU) BETWEEN DEEP EAST TEXAS LOCAL WORKFORCE DEVELOPMENT BOARD, INC., TEXAS STATE UNIVERSITY SYSTEM POLK COUNTY CENTER, AND POLK COUNTY.**
10. **CONSIDER APPROVAL OF MUTUAL AID INTERLOCAL AGREEMENT BETWEEN POLK COUNTY AND NACOGDOCHES COUNTY.**
11. **DISCUSS AND CONSIDER APPROVAL TO ADVERTISE REQUEST FOR BIDS TO REWIRE AND ADD ELECTRICAL OUTLETS AT SHERIFF'S OFFICE SERVER ROOM.**
12. **DISCUSS AND CONSIDER ANY/ALL NECESSARY ACTION REGARDING COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT (ADA) FOR TEXAS DEPARTMENT OF TRANSPORTATION (TXDOT) SUBRECIPIENT ADVANCED FUNDING, AS FOLLOWS:**
  - A. APPOINT A DESIGNATED ADA COORDINATOR.
  - B. ADOPT A NON-DISCRIMINATION POLICY STATEMENT.
  - C. ADOPT A WRITTEN GRIEVANCE PROCEDURE.
13. **DISCUSS FY2025 EMPLOYEE BENEFITS:**
  - A. ANNUALLY DETERMINED CONTRIBUTION RATE FOR TEXAS COUNTY & DISTRICT RETIREMENT SYSTEM.
  - B. EMPLOYEE HEALTH COVERAGE – MAJOR MEDICAL

ADJOURN

By: Sydney Murphy, County Judge

Posted: Thursday – May 23, 2024

I do hereby certify that the above Notice of Meeting of the Polk County Commissioners Court is a true and correct copy of said Notice and that I posted a true and correct copy of said Notice in the Polk County Courthouse at a place readily accessible to the general public during normal business hours on Thursday – May 23, 2024 and that said Notice remained so posted continuously for at least 72 hours preceding the scheduled time of said Meeting. This notice has also been posted on the official website of Polk County, Texas ([www.co.polk.tx.us](http://www.co.polk.tx.us)).

SCHELANA HOCK, COUNTY CLERK

BY:  (Deputy)

FILED FOR RECORD

2024 MAY 23 PM 2: 17

SCHELANA HOCK  
POLK COUNTY CLERK