

MILAM COUNTY COMMISSIONERS COURT

**Henry “Hub” Hubnik
Commissioner, Precinct #1**

**James Denman
Commissioner, Precinct #2**



**Art Neal
Commissioner, Precinct #3**

**Wesley Payne
Commissioner, Precinct #4**

**Bill Whitmire
Milam County Judge
102 S. Fannin Ave.
Cameron, Texas 76520**

**NOTICE OF THE REGULAR MEETING
OF THE
COMMISSIONERS COURT OF MILAM COUNTY, TEXAS**

TUESDAY, NOVEMBER 12, 2024, AT 10:00 AM

AGENDA

The Court will convene in person in the Milam County Courtroom, located at the Milam County Courthouse, 102 S. Fannin Ave., Cameron, Texas 76520. If any member of the public would like to speak in person regarding any of the agenda items, please register with the County Judge’s Office before 10:00 am, on November 12, 2024.

The following items will be addressed, discussed, considered, passed, or adopted to-wit:

1. A quorum will be established, and the meeting of the Milam County Commissioners Court will be called to order.
2. Invocation.
3. Pledge of Allegiance to the American Flag and the Texas Flag.
4. Comments from the Public (limited to five minutes).
5. Consider and take action on the consent agenda.
 - a. The minutes from previous commissioner’s court meetings and act on any corrections, changes, or approval of any of the said minutes.
 - b. Certificates of Completion.
 - c. Monthly Treasurer’s Report.
6. Judge’s Comments.

7. Consider, discuss and take action on the authorization to issue requests for proposals for administrative and plan development services for the CDBG Grant administered by the Texas GLO for the Resilient Communities Program.
8. Discuss and take action on an Application for Variance from Juan Escalante for property on CR 306.
9. Discuss and take action on the approval of a final plat for Shallow Creek Ranches subdivision.
10. Discuss and take action on Board Book software to use for creating Commissioners Court agendas. **(Exhibit "A")**.
11. Discuss and take action on a Tax Abatement Agreement amendment for Adelite Storage.
12. Discuss and take action on a Permission for Entry and Waiver of Claim for:
 - a. Troy Lightfoot on CR 215
 - b. Agnes Koustroun on CR 147
 - c. Thomas Koustroun on CR 147
13. Discuss and take action on permission to go out for bids on concrete low water crossings at various locations in Precinct 1.
14. Discuss and take action to upgrade a lease agreement for stockpile of materials in Precinct 1.
15. Discuss and take any necessary action regarding the facility agreements and MOU's between Milam County and each of the five ISD's in the County as presented by Emergency Management.
16. Discuss and take action on a Resolution regarding a contract between Government Capital and Milam County for the purpose of financing a surveillance and detention automation system for the Sheriff's Dept.
17. Discuss and take action on SB-22 funds for the Milam County Sheriff's Dept.
18. Discuss and take action on an amendment to the Development Permit Application. **(Exhibit "B")**.
19. Discuss and take action on a private drive named Meadow Park Trail off of CR 346. **(Exhibit "C")**.
20. Review, discuss and take action on an Amendment to the tax abatement agreement between Milam County and Sandow Lakes Ranch Solar.
21. Discuss and take action on the position of a Fire Marshal for Milam County.
22. Review, discuss, and take action to pay the bills of Milam County, Texas as presented by the County Auditor's Office.
23. Adjourn

Dated this 6th day of November 2024

Bill Whitmire
Bill Whitmire
Milam County Judge

I, the undersigned County Clerk, do hereby certify that the above notice of the *Regular Meeting* of the Milam County Commissioners Court is a true and correct copy of said Notice. Further, the Notice is published on the Courthouse Door and the County Clerk's Office of Milam County, Texas and at other places readily accessible to the public at all times beginning on the **6th day of November 2024**. The Notice will remain posted continuously for at least 72 hours preceding the scheduled date and time of said court.

County Clerk of Milam County, Texas

Jodi Morgan
Jodi Morgan,
Milam County Clerk

Filed 6th day of Nov
in 2024, At 2:50 M.
JODI MORGAN
County Clerk, Milam County, Texas
By Jodi Morgan
Deputy



JODI MORGAN
County Clerk

(This Court reserves the right to convene in executive session at any time deemed necessary for the consideration of confidential matters in accordance with Texas Government code, Chapter 551, Subchapters D and E. Before any closed meeting is convened, the presiding officer will publicly identify the section or sections of the Act authorizing the closed meeting. All final votes or decisions will be taken in open meeting.)



Introduction

BoardBook® was developed in 2002 by the Texas Association of School Boards to help Texas school districts cut costs by providing a digital system that reduces the labor and materials involved in the printing and distribution of school board meeting packets. As BoardBook® grew in popularity, other boards outside of Texas began to take notice and request access to the program.

Today, over 1,600 organizations throughout the United States and Canada use BoardBook®—these include colleges and universities, counties, cities, public libraries, public health care facilities, associations, and non-profit organizations.

One of the biggest advantages of using BoardBook® is the reduction in the time and expenses related to board meeting preparation. The other is its flexibility. Designed for both online and offline use, you can access materials no matter where you are.

BoardBook® allows you to stay current with state and national trends in processes and technology that enable effective and efficient governance. At the same time, it provides a better experience for constituents by making your information available to the public in a professional format.

Organizations choose BoardBook® because it is user friendly and simple to implement. BoardBook's 98% renewal rate is a testament to our commitment to excellent customer service and the superior value BoardBook provides our users.

BoardBook® Premier

Since the advent of the BoardBook® product, we have now upgraded to the new BoardBook® Premier program. BoardBook® Premier is fully functional with a wide range of features. These features have been expanded even more for those who want additional functions and capabilities.

Features

- Attachment Uploads in Bulk
- Electronic Attendance
- 13 User Access Permissions
- Follow the Leader
- Hand Raising
- Personal Note Taking
- Public Projector
- Cloud Based Storage
- Historical/Searchable Meeting Database
- Unlimited Users
- Public Subscription Option

Features cont.

- Electronic Voting
- 10 Viewer Groups (Boards, Committees)
- Planning & Tracking Goals
- Online Document Repository
- Organizational Branding
- Website Links
- Document Viewer Control

Summary of Features

The following features were designed for a better meeting and meeting preparation experience:

Automatic PDF Conversion

Eliminate unnecessary printing and scanning of agenda packet attachments. Agenda managers can upload standard file types, such as Word, Excel, PowerPoint, and image files directly into BoardBook® Premier, and the program automatically converts the files into PDF documents.

Electronic Voting

Premier allows the person that is leading the meeting to take an action at any point and create (or select) a recommended motion. The leader is then able to specify which board member made the motion and who seconded. The leader can record the votes and Premier shows the results of the vote. These are then be added to the minutes automatically. You also have the additional capability for your members to review the motion and cast their votes from their own devices.

Templates

A variety of different template types and options let you customize everything from default item formatting to agendas and notices.

Drag and Drop/Re-Positioning Items

Agenda managers can drag and drop agenda items or re-position an item with ease whenever the order of agenda topics changes. BoardBook® Premier automatically updates the agenda item numbering and lettering. This makes last minute changes easy.

Attendance

Premier allows an organization to take board member attendance in meetings. Attendance can be taken at any point during the meeting and is date and time stamped.

Minutes

BoardBook® Premier provides a minutes report that is automatically created based on the agenda for a meeting. Any attendance or voting performed as well as any discussion notes documented during the meeting are added to the minutes report.

Supplemental Documents

Late-arriving attachments, documents presented at the meeting, or web links can all be added to specific meetings within BoardBook® Premier.

Security

Access to BoardBook® Premier is tightly controlled through a secure user management portal managed by your local account administrator. And with multiple viewing options, leadership can ensure the right information is shared with the right people.

Searchable Archive

Historical meeting information is automatically archived in BoardBook® Premier and can easily be searched with keywords. Premier also provides an advanced search tool to narrow search results by date range or specific meeting categories.

Browser-based Program Access

Whether it's Chrome, Firefox, Microsoft Edge, or Safari, you can use your preferred browser on any device to access the program.

Resources/Online Documents

Additional resources such as policy manuals, school handbooks, expense report forms, and external web links can be added to BoardBook to provide a centralized repository of information for board members and administrators.

Email Notifications

BoardBook® Premier provides a convenient way to notify board members when a meeting is available for viewing. Additional email notifications can be sent as needed.

Public Postings

BoardBook® Premier makes it so easy to post and maintain required postings. With just one click, any document can also be shared with the public.

Printing

BoardBook® Premier is equipped to facilitate a paperless meeting, but you always have the option to print selected documents or the whole meeting packet.

Pricing

\$4,000.00 Per Year

Implementation Process

- The BoardBook® subscription includes unlimited training and support. Training begins with a 3 hour training program with the agenda manager and then follow-up training based on the needs and skills of each customer.
- Board members are granted access. 24/7 access to handouts and videos show your board members how to use the platform. Additional training is available as needed.
- A link to a BoardBook web page is provided for public postings. Publishing public documents then becomes as easy as adding a link to your organization's website.

BoardBook® makes implementation easy. You could be up and running for **your next meeting!**

Contact Information

Hal Frazier
888.587.2665
Hal.frazier@boardbook.org

BoardBook®
12007 Research Blvd.
Austin, TX 78759

Exhibit B

Application #: _____



DEVELOPMENT PERMIT APPLICATION

MILAM COUNTY, TEXAS

Permitting Official: Rachel Langham
102 S Fannin
Cameron, Texas 76520
(254) 627-1760

Section 1: GENERAL PROVISIONS (APPLICANT to read and sign)

Since areas of special flood hazard have not been identified, water surface elevations have not been provided, nor has sufficient data identifying the floodway or coastal high hazard area been provided by the Federal Emergency Management Agency (FEMA), the county shall obtain, review, and reasonably utilize data available from other federal, state, local or other sources.

The flood hazard boundary maps and other flood data used by the County Floodplain Administrator in evaluating flood hazards to proposed developments are considered reasonable for regulatory purposes and are based on scientific and engineering considerations. On rare occasions, greater floods can and will occur and flood heights may be increased by man-made or natural causes. Issuance of a development permit or an exemption certificate does not imply that developments outside the identified areas of Special Flood Hazard will be free from flooding and flood damage. Issuance of a development permit or exemption certificate shall not create liability on the part of Milam County, the Floodplain Administrator, or any officer or employee of Milam County in the event of flooding or flood damage does occur.

1. No work of any kind may start until a Development Permit (PERMIT) is issued.
2. The PERMIT may be revoked if any false statements are made herein.
3. If revoked, the work must cease until PERMIT is re-issued.
4. APPLICANT is hereby informed that other PERMITS may be required to fulfill local, state, and federal regulatory requirements.
5. APPLICANT hereby gives consent to the Local Administrator or his/her representative to make reasonable inspections required to verify compliance.

THE APPLICANT CERTIFIES THAT ALL STATEMENTS HEREIN AND IN THE ATTACHED DOCUMENTS TO THIS APPLICATION ARE, TO THE BEST OF MY KNOWLEDGE, TRUE AND ACCURATE.

APPLICANT'S SIGNATURE: _____ **DATE:** _____

Application #: _____

Section 2: PROPOSED DEVELOPMENT (To be completed by the APPLICANT)

NOTE: PLEASE PRINT LEGIBLY TO ENSURE YOUR APPLICATION CAN BE PROCESSED.

Applicant Name: _____ Phone Number: _____

Applicant Address: _____

Builder Name: _____ Phone Number: _____

Builder Address: _____

Engineer Name: _____ Phone Number: _____

Engineer Address: _____

PROJECT LOCATION

To avoid delay in processing the application, please provide below enough information to clearly identify the project location. Provide the street address, Milam County Appraisal District ID Number, Lot Number, Legal Description (attach), and the distance and direction to the nearest intersecting roadway for properties in unincorporated areas. (NOTE: A sketch attached to this application showing the project location would be helpful)

Application #: _____

DESCRIPTION OF WORK (Check all applicable boxes):

A. Structural Development

ACTIVITY

STRUCTURE TYPE

New Structure

Resident (1-4 families)

Addition

Residence (more than 4 families)

Alteration

Non-Residence (Flood Proofing? Yes, No)

Replacement

Combined Use (Residential & Commercial)

Relocation

Manufactured (Mobile) Home
- In Mobile Home Park Yes, no

RV Park

- Units: 1-25 26-50 51-75 76-100 More than 101

ESTIMATED COST OF PROJECT \$ _____

B. Other Development Activities

Clearing Fill Mining Drilling Grading

Burial (Pipeline, Cable, etc.)

Excavation (Except for structural development checked above)

Watercourse Alteration (including dredging and channel modification)

Drainage Improvements (including culvert work)

Subdivision (new or expansion)

Individual water or sewer system

Other (please specify) _____

Section 3: Floodplain Determination (To be completed by the ADMINISTRATOR)

The Proposed Development Property:

is NOT located in a Special Flood Hazard Area (SFHA).

Application #: _____

is partially located in the SFHA, but building/development is NOT.

is located in a SFHA.

“100-Year” Flood Elevation at the site is _____ FT. NGVD (MSL) – Unavailable

is located in the Floodway.

See Section 4 for additional instructions.

Signed: _____ Date: _____

Section 4: Additional Information Required (To be completed by the ADMINISTRATOR)

The APPLICANT must submit the documents checked below before the application can be processed:

A site plan showing the location of all existing structures, water boundaries, adjacent roads, lot dimensions, and proposed development.

Development plans, drawn to scale, and specifications, including where applicable: details for anchoring structures, proposed elevation of lowest floor (including basement), types of water-resistant materials used below the first floor, details of flood-proofing of utilities located below the first floor, and details of enclosure below the first floor.

Also, _____

Subdivisions or other development plans (if the subdivision or other development exceeds 50 lots or five (5) acres, whichever is the lesser, the APPLICANT must provide the “100-year” flood elevations if they are not otherwise available).

Plans showing the extent of watercourse relocation and/or landform alterations.

Change in water elevation (in feet): _____ ft NGVD (MSL)

Top of new fill elevation (in feet): _____ ft NGVD (MSL)

Flood proofing protection level (non-residential): _____ ft NGVD (MSL)

- for flood proofed structures, APPLICANT must attach certification from a registered engineer or registered architect.

Certification from a registered engineer that the proposed activity in a regulatory floodway will not result in any increase in height of the “100-Year” flood plain. A copy of all data and hydraulic/hydrologic calculations supporting this finding must also be submitted.

Other: _____

Application #: _____

Section 5: Permit Determination (To be completed by the ADMINISTRATOR)

I have determined that the proposed activity

A. is B. is not

in conformance with provisions of Milam County Order # _____. The permit is issued subject to the conditions attached to and made part of this permit.

Signed: _____ Date: _____

IF BOX A IS CHECKED, the Administrator may issue a Developmental Permit upon payment of designated fee(s).

Other than the Subdivision Development Permit, the application fee is \$50.00

SUBDIVISION APPLICATION AND PLAT FEES:

- Residential Application: \$50.00
- Commercial Application: \$100.00
- Preliminary Plat, outside the flood plain: \$300.00, plus \$10.00 per lot
- Preliminary Plat, within the flood plain: \$500.00, plus \$10.00 per lot
- **RV Park \$500.00, plus \$5.00 per RV slot**
- Final Plat: \$150.00, plus \$5.00 per lot
- Penalties for not securing a Permit:
 - o Outside the Flood Plain: \$1000.00
 - o Within the flood plain: \$5000.00

IF BOX B IS CHECKED, the Local Administrator will provide a written summary of deficiencies. APPLICANT may revise and resubmit an application to the Local Administrator or may request a hearing from the Board of Appeals.

APPEALS:

Appealed to Board? Yes No

Hearing Date: _____

Appeal Board decision approved? Yes No

Application #: _____

Board of Appeals Notes/Conditions: _____

Section 6: As-Built Elevations (To be submitted by the APPLICANT before certification of compliance is issued)

The following information **MUST** be provided for structures that are part of this application. This section **MUST** be completed by a registered professional engineer or a licensed land surveyor. Complete item 1 and 2 below. (or attach a certification to this application)

1. Actual (as-built) elevation of the top of the lowest floor, including basement (in Coastal High Hazard areas, bottom of the lowest horizontal structural member of the lowest floor, excluding piling(s) and columns) is: _____ ft NGVD (MSL).
2. Actual (as-built) elevation of flood proofing protection is _____ ft NGVD (MSL)..

Certifier's Name

License No.

Expiration Date

Company Name

Telephone No.

Fax No.

Signature

Date



Application #: _____

Section 7: Compliance Action (To be completed by the ADMINISTRATOR)

The Local Administrator will complete this section as applicable based on inspection of the project to ensure compliance with the County's Order for Flood Damage Prevention.

DATE: _____ By _____ Deficiencies? []Yes, []No

DATE: _____ By _____ Deficiencies? []Yes, []No

DATE: _____ By _____ Deficiencies? []Yes, []No

Section 8: Certificate of Compliance (To be completed by the ADMINISTRATOR)

Certificate of Compliance Issued: DATE: _____

BY: _____

Printed Name: _____

Position: _____

Exhibit C



October 30, 2024

Commissioner Art Neal
Milam County
107 N FM 107
Rockdale, TX 76567

RE: New Private Road

Dear Commissioner:

The Emergency Services division of the Central Texas Council of Governments has determined a public safety need for 9-1-1 physical addressing for residential structures off of **County Road 346** in Milam County.

Per National Emergency Number Association standards, the 9-1-1 addressing procedures state, *“any private drive with two (2) or more residences using the private drive, or for any private drive leading to one (1) or more residences longer than one-quarter mile in length, the private drive shall be named and residential structures shall be addressed off the newly named private drive.”*

The recommended name of this new private drive for 9-1-1 addressing is **Meadow Park Trl.**

The intent of this private drive naming and addressing is to improve emergency response, should it ever be needed. Naming the private drive and addressing the residences may also improve delivery of all services to these citizens (Postal and UPS/FedEx delivery and other home delivery services).

This private road name is pending your review and approval; upon approval, please notify our office so that we can continue the addressing process for these residents.

If you have any questions concerning the naming of this road, please contact me at (254) 770-2420.

Sincerely,

Tanja Broom
GIS Analyst II
CTCOG – Planning & Regional Services
2180 North Main Street, Belton TX 76513
Office: 254-770-2420
911addressing@ctcog.org



