

ELLIS COUNTY COMMISSIONERS COURT  
OFFICIAL MINUTES – NOVEMBER 1, 2022

THE ELLIS COUNTY COMMISSIONERS COURT MET ON TUESDAY, NOVEMBER 1, 2022, AT 2:00 P.M., IN THE HISTORIC ELLIS COUNTY COURTHOUSE, COMMISSIONERS COURTROOM (2<sup>ND</sup> FLOOR) 101 W. MAIN STREET, WAXAHACHIE, TEXAS AT WHICH TIME THE FOLLOWING WAS DISCUSSED AND CONSIDERED, TO-WIT:

**MEMBERS PRESENT:**

**COUNTY JUDGE:** TODD LITTLE

**COUNTY CLERK:** KRYSTAL VALDEZ

**COMMISSIONERS:**

RANDY STINSON, COMMISSIONER, PCT. 1  
LANE GRAYSON, COMMISSIONER, PCT. 2  
PAUL PERRY, COMMISSIONER, PCT. 3

**OPENING COURT:**

COUNTY JUDGE CALLS MEETING TO ORDER, DECLARES QUORUM AND DECLARES NOTICES LEGALLY POSTED PURSUANT TO OPEN MEETINGS ACT.

MOTION TO OPEN COURT BY COMMISSIONER PERRY, SECOND BY COMMISSIONER GRAYSON, MOTION CARRIED

INVOCATION AND PLEDGE OF ALLEGIANCE. – *LANE GRAYSON, COMMISSIONER, PRECINCT 2*

**CONSENT AGENDA: MINUTE ORDER 484.22 WITHOUT F1**

**ADMINISTRATIVE:**

- A1 APPROVING REGULAR BILLS, PAYROLL AND OFFICER'S REPORTS. – *CHERYL CHAMBERS, TREASURER*
- A2 APPROVING COMMISSIONERS' COURT SPECIAL MEETING MINUTES FROM OCTOBER 18, 2022. – *KRYSTAL VALDEZ, COUNTY CLERK*
- A3 ACCEPTING A TABULATED REPORT OF THE COUNTY'S RECEIPTS AND DISBURSEMENTS OF FUNDS FROM SEPTEMBER 13, 2022 THROUGH SEPTEMBER 30, 2022, PURSUANT TO LOCAL GOVERNMENT CODE §114.024. – *JANET MARTIN, COUNTY AUDITOR*
- A4 ACCEPTING A TABULATED REPORT OF THE COUNTY'S RECEIPTS AND DISBURSEMENTS OF FUNDS FROM OCTOBER 1<sup>ST</sup>, 2022 THROUGH OCTOBER 20<sup>TH</sup>, 2022, PURSUANT TO LOCAL GOVERNMENT CODE §114.024. – *JANET MARTIN, COUNTY AUDITOR*
- A5 APPROVING TWO (2) RESERVE INVESTIGATOR POSITIONS IN THE COUNTY & DISTRICT ATTORNEY'S OFFICE. THESE ARE UNPAID POSITIONS. – *ANN MONTGOMERY, COUNTY & DISTRICT ATTORNEY*

**FINANCIAL:**

- F1 **MOVED TO REGULAR AGENDA BY COMMISSIONER PERRY**
- F2 ACCEPTING UNANTICIPATED REVENUE FROM HON. SHAREN WILSON, CRIMINAL DISTRICT ATTORNEY OF TARRANT COUNTY, IN THE AMOUNT OF \$65,559.98. FUNDS ARE FROM RESTITUTION PAID BY A PREVIOUS EMPLOYEE RESULTING FROM THEFT PROSECUTION. MONEY WAS RECEIPTED INTO THE GENERAL FUND DUE TO OTHER GOVERNMENT AGENCIES AND THE GENERAL FUND WILL ISSUE A CHECK TO THE HON. RICHARD ROZIER, ELLIS COUNTY TAX ASSESSOR/COLLECTOR. MR. ROZIER WILL RECEIPT THOSE FUNDS INTO MISCELLANEOUS INCOME SINCE THE RESTITUTION REPRESENTS REVENUE FROM A PREVIOUS FISCAL YEAR. — *JANET MARTIN, COUNTY AUDITOR*
- F3 ACCEPTING THE CITIES READINESS INITIATIVE GRANT REIMBURSEMENT FOR AUGUST 2022 IN THE AMOUNT OF \$6,116.71 AS UNANTICIPATED REVENUE. PURSUANT TO LOCAL GOVERNMENT CODE §111.0108, UNANTICIPATED REVENUE CERTIFIED BY THE COUNTY AUDITOR. — *JANET MARTIN, COUNTY AUDITOR*
- F4 FY2023 LINE ITEM TRANSFER — *JANET MARTIN, COUNTY AUDITOR*  
DECREASE 001-0140-570000 (CONTINGENCY-SURPLUS) BY \$32,427.34  
INCREASE 001-0385-506010 (MILEAGE REIMBURSEMENT) BY \$50.00  
INCREASE 001-0385-507030 (TELEPHONE) BY \$294.00  
INCREASE 001-0385-508010 (SUPPLIES) BY \$4,097.82  
INCREASE 001-0385-508020 (EQUIPMENT) BY \$734.87  
INCREASE 001-0385-508030 (FURNITURE/FIXTURES) BY \$750.00  
INCREASE 001-0385-508060 (OFFICIAL BOND/DUES) BY \$310.00  
INCREASE 001-0385-508190 (COMPUTER EQUIPMENT) BY \$2,000.00  
INCREASE 001-0385-508320 (VISITING JUDGE) BY \$10,000.00  
INCREASE 001-0385-508330 (EXTRA COURT REPORTERS) BY \$6,000.00  
INCREASE 001-0385-508350 (STAFF TRAINING) BY \$1,700.00  
INCREASE 001-0385-508680 (CONTRACT SERVICES) BY \$2,043.15  
INCREASE 001-0385-508820 (BOOKS) BY \$2,400.00  
INCREASE 001-0385-508880 (COMPUTER SOFTWARE) BY \$2,047.00
- F5 FY2022 LINE ITEM TRANSFER — *LANE GRAYSON, COMMISSIONER, PRECINCT 2*  
DECREASE 010-0653-508020 (FM 2 EQUIPMENT) BY \$1,120.00  
INCREASE 010-0653-509070 (FM 2 TIRES) BY \$1,120.00
- F6 FY2022 LINE ITEM TRANSFER — *MARK ARNOLD, TEXAS AGRILIFE EXTENSION SERVICE DIRECTOR*  
DECREASE 001-0050-505020 (SALARIES – FULL TIME) BY \$3,100.00  
INCREASE 001-0050-508010 (SUPPLIES) BY \$600.00  
INCREASE 001-0050-508050 (CONFERENCE) BY \$400.00  
INCREASE 001-0050-508430 (4-H TRAVEL) BY \$2,000.00  
INCREASE 001-0050-508680 (CONTRACT SERVICES) BY \$100.00
- F7 FY2022 LINE ITEM TRANSFER — *SAFAA CLOUD, LAW LIBRARY DIRECTOR*  
DECREASE 019-0919-507990 (COPIER MAINT./SUPPLIES) BY \$2,400.00  
INCREASE 019-0919-508680 (CONTRACT LABOR) BY \$2,400.00
- F8 FY2023 LINE ITEM TRANSFER — *TODD LITTLE, COUNTY JUDGE*  
DECREASE 001-0140-570000 (CONTINGENCY-SURPLUS) BY \$1,894.51  
INCREASE 001-0430-508050 (CONFERENCE) BY \$1,894.51

F9 FY2023 LINE ITEM TRANSFER – *TODD LITTLE, COUNTY JUDGE*  
DECREASE 001-0140-505580 (CONTINGENCY-RESERVE) BY \$40,256.76  
INCREASE 001-0035-508680 (CONTRACT SERVICES) BY \$40,256.76  
CONTRACTS INCLUDE ADDITIONAL MICROSOFT OFFICE 365 LICENSES DUE TO ADDITIONAL STAFF (SHI: \$22,102.50); REMOTE SUPPORT SOFTWARE (SOLID BORDER-BEYOND TRUST: \$5,871.00); ADDITIONAL LICENSES DUE TO ADDITIONAL STAFF (SOLID BORDER-PALO ALTO NETWORKS: \$7,557.00); AND ANNUAL LICENSE RENEWAL FOR THE ACCESS CONTROL SYSTEM (CARUTH PROTECTION SERVICES: \$4,726.25).

MOTION TO APPROVE BY COMMISSIONER GRAYSON, SECOND BY COMMISSIONER STINSON, MOTION CARRIED

**MINUTE ORDER 485.22** (F1) APPROVING INVOICE #233464 FOR BMY CERTIFIED PUBLIC ACCOUNTS, EXAMINATION 09/30/21, TO BE PAID OUT OF THE FY2022 BUDGET IN THE AMOUNT OF \$9,250.00. – *JANET MARTIN, COUNTY AUDITOR*

MOTION TO APPROVE BY COMMISSIONER PERRY, SECOND BY COMMISSIONER GRAYSON, MOTION CARRIED

## **DEPARTMENT OF DEVELOPMENT**

**MINUTE ORDER 486.22** (1.1) APPROVING TO RELEASE MAINTENANCE BONDS AND ACCEPT INFRASTRUCTURE FOR LEGACY ESTATES, PHASE 2. THE PROPERTY CONTAINS ± 69.510 ACRES OF LAND LOCATED AT THE WEST SIDE OF FM 664 ± 2,000 FEET NORTH OF BOB WHITE ROAD IN THE EXTRATERRITORIAL JURISDICTION (ETJ) OF THE CITY OF MIDLOTHIAN, ROAD & BRIDGE PCT. No. 4.

MOTION TO APPROVE BY COMMISSIONER PERRY, SECOND BY COMMISSIONER GRAYSON, MOTION CARRIED

## **PURCHASING**

**MINUTE ORDER 487.22** (2.1) APPROVING TO RENEW THE BOILER MAINTENANCE SERVICE AGREEMENT WITH AMERICAN MECHANICAL SERVICES USING BUY BOARD CONTRACT No. 657-21 FOR A TWO-YEAR PERIOD, FOR THE SHERIFF'S OFFICE AND JAIL.

MOTION TO APPROVE BY COMMISSIONER PERRY, SECOND BY COMMISSIONER GRAYSON, MOTION CARRIED

**MINUTE ORDER 488.22** (2.2) APPROVING TO PURCHASE A 2017 BOMAG BW213DH 84-INCH SINGLE SMOOTH DRUM ROLLER IN AN AMOUNT OF \$67,200.00 FROM R.B. EVERETT & COMPANY FOR ROAD & BRIDGE PRECINCT 1 USING THE BUYBOARD COOPERATIVE CONTRACT #597-019, TO BE PAID FROM LINE ITEM 003-0601-508020.

MOTION TO APPROVE BY COMMISSIONER STINSON, SECOND BY COMMISSIONER PERRY, MOTION CARRIED

**MINUTE ORDER 489.22** (2.3) APPROVING THE COUNTY JUDGE TO EXECUTE AN ORDER FORM WITH THOMPSON REUTERS FOR WEST PROFLEX SERVICE FOR THE LAW LIBRARY, FOR A THREE-YEAR TERM.

MOTION TO APPROVE BY COMMISSIONER PERRY, SECOND BY COMMISSIONER GRAYSON, MOTION CARRIED

**MINUTE ORDER 490.22** (2.4) APPROVING TO CANCEL RFB-2022-024 (BID FOR A MOBILE COMMAND VEHICLE).

MOTION TO APPROVE BY COMMISSIONER PERRY, SECOND BY COMMISSIONER GRAYSON, MOTION CARRIED

**MINUTE ORDER 491.22** (2.5) APPROVING TO RENEW THE LEASES FOR A COPIER FOR THE JUSTICE OF THE PEACE, PCT. 2, COUNTY COURT AT LAW #1, 40<sup>TH</sup> DISTRICT COURT, AND SHERIFF'S OFFICE FROM XEROX, USING THE OMNIA PARTNERS COOPERATIVE CONTRACT NUMBER R191104 IN ACCORDANCE WITH COOPERATIVE PURCHASING PROGRAM, CHAPTER 271 OF THE TEXAS GOVERNMENT CODE.

MOTION TO APPROVE BY COMMISSIONER STINSON, SECOND BY COMMISSIONER GRAYSON, MOTION CARRIED

**MINUTE ORDER 492.22** (2.6) APPROVING TO PURCHASE ANNUAL VEMACS SUPPORT FOR ELECTION MANAGEMENT AND VOTER REGISTRATION FROM THE VOTEC COOPERATION, IN THE AMOUNT OF \$52,586.45.

MOTION TO APPROVE BY COMMISSIONER STINSON, SECOND BY COMMISSIONER GRAYSON, MOTION CARRIED

**MINUTE ORDER 493.22** (2.7) APPROVING A PRICE INCREASE FOR CRUSHED LIMESTONE FLEX BASE (RFB-2022-005). THIS REQUEST IS BASED UPON THE CURRENT PRODUCERS PRICE INDEX AT A RATE OF 8.5%. PPI AND THE VENDOR REQUEST WERE INCLUDED WITH THE COMMISSIONERS COURT DOCUMENTS.

MOTION TO APPROVE BY COMMISSIONER PERRY, SECOND BY COMMISSIONER GRAYSON, MOTION CARRIED

**MINUTE ORDER 494.22** (2.8) APPROVING TO ADD TASK ORDER #4, #5, AND #6 TO THE MCKINSTRY CONTRACT FOR ADDITIONAL WORK TO BE PERFORMED AT THE JAIL, JUVENILE CENTER, AND COURTS & ADMINISTRATION BUILDING.

MOTION TO APPROVE BY JUDGE LITTLE, SECOND BY COMMISSIONER STINSON, MOTION CARRIED

**MINUTE ORDER 495.22** (2.9) APPROVING AN INTERLOCAL AGREEMENT BETWEEN NAVARRO COUNTY AND ELLIS COUNTY, IN ACCORDANCE WITH THE INTERLOCAL COOPERATION ACT, CHAPTER 791 OF THE TEXAS GOVERNMENT CODE.

MOTION TO APPROVE BY COMMISSIONER PERRY, SECOND BY COMMISSIONER GRAYSON, MOTION CARRIED

**MINUTE ORDER 496.22** (2.10) APPROVING THE USE OF THE NAVARRO COUNTY "ROAD MATERIAL BID FY2023", UTILIZING THE INTERLOCAL COOPERATIVE PURCHASING AGREEMENT WITH NAVARRO COUNTY.

MOTION TO APPROVE BY COMMISSIONER PERRY, SECOND BY COMMISSIONER STINSON, MOTION CARRIED

### **ADMINISTRATIVE**

**MINUTE ORDER 497.22** (3.1) APPROVING A RESOLUTION TO AUTHORIZE AND ESTABLISH A VETERAN'S TREATMENT COURT IN THE 378<sup>TH</sup> DISTRICT COURT, EFFECTIVE NOVEMBER 1<sup>ST</sup>, 2022. – *ANN MONTGOMERY, COUNTY & DISTRICT ATTORNEY; HON. WILLIAM WALLACE, 378<sup>TH</sup> DISTRICT COURT*

MOTION TO APPROVE BY COMMISSIONER STINSON, SECOND BY COMMISSIONER PERRY, MOTION CARRIED

**MINUTE ORDER 498.22** (3.2) APPROVING THE APPOINTMENT OF THE REVISED LISTING OF PRESIDING JUDGE, ALTERNATE JUDGE, AND CENTRAL COUNTING STATION PERSONNEL FOR THE UPCOMING TWO-YEAR TERM (SEPTEMBER 1<sup>ST</sup>, 2022 THROUGH AUGUST 31<sup>ST</sup>, 2024), AS SUBMITTED BY THE DEMOCRATIC AND REPUBLICAN PARTIES; THE MOST RECENT LISTING WAS PROVIDED DURING COURT. – *JANA ONYON, ELECTIONS ADMINISTRATOR*

MOTION TO APPROVE BY COMMISSIONER PERRY, SECOND BY COMMISSIONER GRAYSON, MOTION CARRIED

**MINUTE ORDER 499.22** (3.3) APPROVING A RESOLUTION OF SUPPORT IN THE AMOUNT OF \$56,000.00 FOR MEALS ON WHEELS TO APPLY FOR A GRANT TO THE TEXAS DEPARTMENT OF AGRICULTURE. – *TODD LITTLE, COUNTY JUDGE*

MOTION TO APPROVE BY COMMISSIONER GRAYSON, SECOND BY COMMISSIONER PERRY, MOTION CARRIED

**MINUTE ORDER 500.22** (3.4) APPROVING COMMISSIONER BUTLER AS HEAD OF THE COMMITTEE CHOSEN TO REPRESENT THE FM 1387 PROPOSED ROUTE, WITH THE ASSISTANCE OF COMMISSIONER STINSON AS A MEMBER OF THE COMMITTEE. – *KYLE BUTLER, COMMISSIONER, PRECINCT 4*

MOTION TO APPROVE BY COMMISSIONER PERRY, SECOND BY COMMISSIONER GRAYSON, MOTION CARRIED

**MINUTE ORDER 501.22** (3.5) APPROVING A RESOLUTION TO DESIGNATE THE COUNTY AUDITOR AS THE FINANCIAL OFFICER FOR THE TEXAS INDIGENT DEFENSE COMMISSION FORMULA GRANT. – *TODD LITTLE, COUNTY JUDGE*

MOTION TO APPROVE BY COMMISSIONER PERRY, SECOND BY COMMISSIONER GRAYSON, MOTION CARRIED

**MINUTE ORDER 502.22** (3.6) APPROVING OF AN ENGAGEMENT LETTER FROM BOUCHER, MORGAN, & YOUNG, OUR EXTERNAL AUDIT FIRM, FOR THE FISCAL YEAR 2022 COUNTY AUDIT. APPROVAL INCLUDES ALLOWING JUDGE LITTLE TO SIGN THE ENGAGEMENT LETTER. – *JANET MARTIN, COUNTY AUDITOR*

MOTION TO APPROVE BY COMMISSIONER GRAYSON, SECOND BY COMMISSIONER STINSON, MOTION CARRIED

**MINUTE ORDER 503.22** (3.7) APPROVING THE COUNTY JUDGE TO SIGN THE UT SOUTHWESTERN MEDICAL CENTER MOBILE MAMMOGRAPHY SERVICE AGREEMENT. – *THERESA TAYLOR, HUMAN RESOURCES DIRECTOR*

MOTION TO APPROVE BY COMMISSIONER PERRY, SECOND BY COMMISSIONER GRAYSON, MOTION CARRIED

**MINUTE ORDER 504.22** (3.8) APPROVING OF THE ANNUAL PAYMENT TO THE TEXAS COUNTY AND DISTRICT RETIREMENT SYSTEM (TCDRS) IN THE AMOUNT OF \$883,107.00. THIS PAYMENT INCLUDES A \$300,000.00 BUY-DOWN TO THE ELLIS COUNTY LIABILITY FUND AND PRE-FUNDS A 1% PAY INCREASE FOR RETIREES. PAYMENT WILL COME FROM THE GENERAL FUND AND WAS INCLUDED IN THE FY2023 ELLIS COUNTY BUDGET. – *THERESA TAYLOR, HUMAN RESOURCES DIRECTOR*

MOTION TO APPROVE BY COMMISSIONER PERRY, SECOND BY COMMISSIONER STINSON, MOTION CARRIED

(BREAK 2:50 P.M. – 3:05 P.M.)

**MINUTE ORDER 505.22** (3.9) ACCEPTING THE NOTIFICATION BY THE SHERIFF THAT THE ELLIS COUNTY SHERIFF'S OFFICE WILL BE PURCHASING DRONES TO BE USED FOR LAW ENFORCEMENT USE; THE COST WILL BE PAID OUT OF THE SHERIFF'S FORFEITURE FUND. – *BRAD NORMAN, COUNTY SHERIFF*

MOTION TO ACCEPT BY COMMISSIONER GRAYSON, SECOND BY COMMISSIONER PERRY, MOTION CARRIED

**MINUTE ORDER 506.22** (3.10) APPROVING THE COUNTY JUDGE TO SIGN THE INTERLOCAL COOPERATION CONTRACT FOR DETENTION SERVICES FOR CLASS C MISDEMEANOR OFFENSES ONLY WITH THE

FOLLOWING CITIES: ALMA, ENNIS, FERRIS, GARRETT, ITALY, MAYPEARL, MIDLOTHIAN, MILFORD, PALMER, AND WAXAHACHIE. – *BRAD NORMAN, SHERIFF*

MOTION TO APPROVE BY COMMISSIONER PERRY, SECOND BY COMMISSIONER GRAYSON, MOTION CARRIED

**MINUTE ORDER 507.22** (3.11) APPROVING TO LIFT THE BURN BAN. – *TIM BIRDWELL, FIRE MARSHAL*

MOTION TO APPROVE BY COMMISSIONER PERRY, SECOND BY COMMISSIONER GRAYSON, MOTION CARRIED

NO ACTION (3.12) DISCUSSION, CONSIDERATION, AND ACTION REGARDING THE PURCHASING POLICIES, PROCESS, AND PROCEDURES UTILIZED IN THE REQUEST FOR BID PROCESS FOR A MOBILE COMMAND VEHICLE. – *LANE GRAYSON, COMMISSIONER, PRECINCT 2*

NO ACTION (3.13) DISCUSSION, CONSIDERATION, AND ACTION REGARDING THE PURCHASING POLICIES, PROCESS, AND PROCEDURES UTILIZED IN THE REQUEST FOR BID PROCESS FOR A FIBER CIRCUIT FOR INTERNET SERVICES. – *LANE GRAYSON, COMMISSIONER, PRECINCT 2*

PUBLIC PARTICIPATION: JAY CRUZAN, CALIBER VOICE AND DATA

(BREAK 4:40 P.M. – 4:50 P.M.)

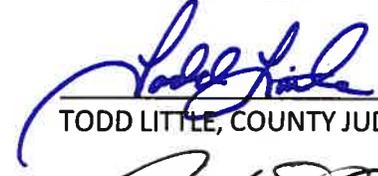
NO ACTION (3.14) DISCUSSION, CONSIDERATION, AND POSSIBLE ACTION REGARDING THE EMPLOYMENT, PERFORMANCE, AND DUTIES OF THE ELLIS COUNTY PURCHASING AGENT, EJ HARBIN. – *LANE GRAYSON, COMMISSIONER, PRECINCT 2*

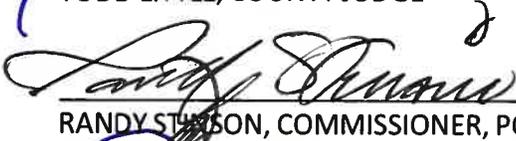
**ADJOURNMENT** **4:55 P.M.**

MOTION TO ADJOURN BY COMMISSIONER PERRY, SECOND BY COMMISSIONER GRAYSON, MOTION CARRIED

THE OFFICIAL MINUTES OF THE ELLIS COUNTY COMMISSIONERS' COURT ON NOVEMBER 1, 2022,  
ARE HEREBY APPROVED.

PRESIDING OFFICER:

  
TODD LITTLE, COUNTY JUDGE

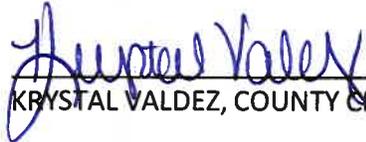
  
RANDY STINSON, COMMISSIONER, PCT 1

  
PAUL PERRY, COMMISSIONER, PCT 3

  
LANE GRAYSON, COMMISSIONER, PCT 2

  
KYLE BUTLER, COMMISSIONER, PCT 4

WITNESS MY HAND AND OFFICIAL SEAL OF OFFICE THIS 15TH DAY OF NOVEMBER 2022.

  
KRISTAL VALDEZ, COUNTY CLERK

