

## MINUTES

On this the 13<sup>th</sup> day of September 2021 the Commissioners Court of Jack County, Texas met in Regular Session at 9:06 a.m. beginning with a prayer and the pledge of allegiance to the American flag and Texas flag with the following individuals present:

Brian Keith Umphress	County Judge
Gary Oliver	Commissioner Precinct 1
Darren Francis	Commissioner Precinct 2
Henry Birdwell, Jr.	Commissioner Precinct 3
Terry Ward	Commissioner Precinct 4
Vanessa James	County Clerk
Lisa Perry	County Auditor
Candace Crow	Assistant County Auditor
Clyde Watson	County Constable
Chris Reger	Chief Deputy Sheriff
Scott Simonton	Deputy Sheriff
Lynn Casteel	Elections Administrator
Frank Hefner	EMC/IT
Brian Newby	Jail Administrator
Alinda Cox	County Extension Agent

The following members of the public were in attendance: Drew Williams, Mark Ellis, Jack Nichols, B.W. Barton and Leslie Chalmers.

### PAYMENT OF ACCOUNTS AND CLAIMS

Judge Umphress made a motion to pay all [accounts and claims](#) submitted for approval. Commissioner Francis seconded and the motion passed unanimously. (5-0).

### CONSENT AGENDA ITEMS

- (a) Approval of Minutes of Meeting for August 23, 2021;
- (b) Approval of New/Renewal of Performance Bonds and Oaths for the following: 1) Deputy Sheriff David William Vanderkaay; 2) Jailer/Deputy Sheriff Stephen Scott Simonton; 3) Deputy Sheriff Olton Kirk Freeman; 4) Deputy Sheriff Michael Wayne Francis; and 5) Deputy Sheriff Tony Bradley Viles;
- (c) Approval of New Performance Blanket Bond for County Clerk's Employees;
- (d) Approval New/Renewal of Performance Bonds for Appointed County Officials: 1) Lisa Perry Auditor; 2) Kim Dungan Assistant Auditor; 3) Candace Crow Assistant Auditor;
- (e) Approval of [Proclamation](#) proclaiming the month of September as "Family Mealtime 2021: Connecting for Better Health" – Texas A & M Agrilife Extension;
- (f) Adoption of "[Resolution Authorizing County Grant Program Year 2022](#)" in support of Texas Dept. of Agriculture grant to Concerned Citizens of Jack Co. Inc., and origination that provides home-delivered meals to homebound persons in the County who are elderly and/or have a disability and certifying that the County has approved the organization's accounting system or fiscal agent;
- (g) Approval of the addition of Veteran's County Service Office, a non-profit organization, to the list of recipients of donations from Jurors;
- (h) Continuation of Participation in the Texas County & District Retirement System for the Fiscal Year 2022, at the present rate of participation;
- (i) Annual Support of Trout Stocking Program at Fort Richardson SHP (\$300);
- (j) Contribution to Jack Soil & Water Conservation District (\$1,000);
- (k) Provide authorization for the County Judge to take measures to provide flu vaccinations for all county personnel to promote wellness and reduce work absenteeism;

Judge Umphress made a motion to approve Consent Agenda Items. The motion was seconded by Commissioner Birdwell and the motion passed unanimously. (5-0)

### TIMED AGENDA ITEMS

#### **9:00 AM**

The public hearing began at 9:24 a.m.  
No members of the public spoke.  
The public hearing concluded at 9:25 a.m.

County Clerk, Vanessa James spoke regarding the Preservation funds how they are collected and how they help the office and the County.

- (a) Public Hearing to consider a plan for the District Clerk's Records Technology Funds, to collect funds under Govt. Code Section 51.305, subchapter D, for preservation and restoration of the District Clerk's records;
- (b) Action by Court on the same above item 3(a);

Motion was made by Judge Umphress that we approve the collection of the District Clerk's Records Technology Funds for preservation and restoration of the District Clerk's records. Motion was seconded by Commissioner Ward and passed unanimously. (5-0)

- (c) Public Hearing to consider a plan for the [County Clerk's Preservation and Restoration Plan](#), to collect funds under Govt. Code Section 118.025 for the preservation and restoration of the County Clerk's records;
- (d) Action by Court on the same above item 3 (c);

Motion made by Judge Umphress that we approve the County Clerk's Records Preservation Plan and collect records preservation and restoration funds. Motion was seconded by Commissioner Birdwell and passed unanimously. (5-0)

**10:00 AM-Review and Action on Bids to Purchase the following:**

\*\* Item heard after item #4, Timed agenda began at 10:04 a.m.

- (e) Gasoline and Diesel Fuel to be used by Jack County until September 30, 2022;

One complete and timely bid was received for bulk fuel from [Grable Oil](#).

Motion made by Commissioner Ward to accept the bid from Grable Oil for bulk fuel received from Grable Oil. Motion was seconded by Commissioner Francis and passed unanimously. (5-0)

- (f) Crushed Rock and Road Building Material for use by the County Commissioners' for FY 2021-2022 (October 1, 2021, to September 30, 2022);

Three complete and timely bid packets were received from [Zack Burkett Co.](#), [Lehigh Hanson Materials South LLC](#), and [Martin Marietta Inc.](#)

Motion was made by Commissioner Oliver to accept all three rock and road material bids received. Motion died for lack of a second.

Motion was made by Commissioner Birdwell to accept the bid received from Zack Burkett Co. Motion was seconded by commissioner Francis and passed (4-1) Oliver against, Umphress, Francis, Birdwell, and Ward for.

- (g) Hauling Services to be used b the County Commissioners' for FY 2021-2022 (October 1, 2021, to September 30, 2022);

No bids were received for this item.

Motion made by Commissioner Birdwell to approve hauling services at a rate of \$90 an hour contract hauling for the fiscal year 2021-2022. Motion seconded by Commissioner Ward and passed unanimously. (5-0)

**PRESENTATION BY LESLIE CHALMERS WITH JACKSBORO EDC**

Leslie Chalmers, Director of the Jacksboro Economic Development Corporation made a presentation to the Court regarding their strategic plan for the community. Jobs, affordable housing, and downtown revitalization are the main goals. They would like to work together to get our downtown square filled with businesses and not empty buildings.

**CONTINUATION OF CURRENT \$10 (STATUTORY MAXIMUM) CHARGE ON VEHICLE REGISTRATION FOR BENEFIT OF ROAD AND BRIDGE FUND (SECTION 502.403 TRANSPORTATION CODE) AND ELECTION TO NOT ASSESS A CHILD SAFETY FEE OF \$1.50 MAXIMUM (SECTION 502.403 TRANSPORTATION CODE)**

Motion was made by Commissioner Ward to continue the collection of the current \$10 charge on vehicle registration for the benefit of road and bridge fund and elect not to assess a child safety

fee of \$1.50 maximum. Motion was seconded by Commissioner Francis and passed unanimously. (5-0)

DISCUSSION AND APPROVAL OF BUDGET AMENDMENT TO CORRECT SALARY LISTING FOR DISTRICT CLERK'S 1<sup>ST</sup> DEPUTY

Motion was made by Commissioner Ward to [amend](#) Budget FY2022 salary for the District Clerk's Deputy 1 to correct the amount. Motion was seconded by Commissioner Birdwell and passed unanimously. (5-0)

DISCUSSION AND APPROVAL OF THE BEST USE OF A CHECK IN THE AMOUNT OF \$11,622.79 RECEIVED FOR "UNCLAIMED PROPERTY CAPITAL CREDITS FOR COUNTIES" FROM TEXAS COMPTROLLER OF PUBLIC ACCOUNTS

Motion was made by Commissioner Francis to approve the use of unclaimed funds received to put toward the Courthouse Maintenance fund to be used for beautification of the Courthouse and lawn area. Motion was seconded by Commissioner Birdwell and passed unanimously. (5-0)

DISCUSSION AND POSSIBLE ACTION REGARDING THE COLLECTION OF A \$100 ENTRANCE/ACCESS FEE WHEN ESTABLISHING AND INSTALLING NEW DRAINAGE CULVERTS LOCATED OFF ANY COUNTY ROAD

Motion was made by Commissioner Francis to collect an entrance/access fee of \$300 when establishing and installing new drainage/culverts located off any County road beginning January 1, 2022. Motion was seconded by Commissioner Birdwell and passed unanimously. (5-0)

DISCUSSION AND ACTION FOR CONVERSION OF HART VOTING SYSTEM TO HART DUO VOTING SYSTEM TO BE COMPATIBLE WITH NEW STATE LAWS

Motion was made by Commissioner Francis to convert our current Hart Voting System to the Hart Duo Voting System to be compatible with new State laws. Motion was seconded by Commissioner Birdwell and passed unanimously. (5-0)

APPROVAL OF WAIVER OF THE LOCAL MATCH FUND PARTICIPATION REQUIREMENT ON THE SLUSHER ROAD BRIDGE REPLACEMENT OVER BEANS CREEK (CSJ: 0902-40-031; NBI: 0212-0-AA02-58-001) FEDERAL OFF-SYSTEM BRIDGE PROGRAM PROJECT REFERENCED AND ADOPTION OF A RESOLUTION ON WORK TO BE PERFORMED, AN EQUIVALENT DOLLAR AMOUNT OF STRUCTURAL IMPROVEMENT WORK ON OTHER DEFICIENT BRIDGE(S) OR DEFICIENT MAINLINE CROSS-DRAINAGE STRUCTURE(S), REFERRED TO AS "EQUIVALENT-MATCH PROJECT(S)", WITHIN THE JURISDICTION OF JACK COUNTY

Motion was made by Commissioner Francis to approve a waiver of the local match fund participation requirement of the [Slusher Road Bridge](#) replacement over Beans Creek and adopt a resolution on work to be performed. Motion was seconded by Commissioner Ward and passed unanimously. (5-0)

SET SALARY SCHEDULES FOR COUNTY EMPLOYEES FOR FY 2022

Motion was made by Commissioner Birdwell to set the submitted [salary schedule](#) for County employees for FY2022. Motion was seconded by Commissioner Oliver and passed unanimously. (5-0)

SET COUNTY HOLIDAYS FOR THE REMAINDER OF FY2021 AND FY2022 AS FOLLOWS:

Columbus Day:	October 11, 2021
Election(s):	November 2, 2021
Veteran's Day:	November 11, 2021
Thanksgiving:	November 25 & 26, 2021
Christmas: (observed):	December 23 & 24, 2021
New Year's Day (observed):	December 31, 2021
Martin Luther King Day:	January 17, 2022
Presidents Day:	February 21, 2022
Primary Election Day:	To Be Determined
Good Friday:	April 15, 2022
Primary Run-Off Election:	To Be Determined
Memorial Day:	May 30, 2022

Independence Day: July 4, 2022  
Labor Day: September 5, 2022  
Employee's Birthday: To Be Determined By Dept. Head

Motion was made by Judge Umphress to set County holidays for the remainder of FY2021 and FY2022 as presented. Motion was seconded by Commissioner Birdwell and passed unanimously. (5-0)

DISCUSSION OF STATUS OF COUNTY TRANSPORTATION INFRASTRUCTURE FUND  
(CTIF) GRANT FROM THE TEXAS DEPARTMENT OF TRANSPORTATION

Discussion made, no action taken.

DISCUSSION AND UPDATE OF COURTHOUSE ASSEMBLY ROOM RENOVATION FOR  
THE JUSTICE OF THE PEACE/COMMISSIONERS COURT

No update at this time.

DISCUSSION OF COMMISSIONER PRECINCT OPERATIONS

Discussion made, no action taken.

REPORTS, IF ANY, BY OTHER DEPARTMENT HEADS

The Sheriff's Department addressed updates they need for the jail.  
County Clerk advised of fee changes coming for her office.  
Sheriff's Department updated on tablets installed in the jail.  
Judge Umphress updated on an awning going in over the north entrance to the Courthouse to keep blowing rain from coming in around the doors.

FUTURE AGENDA ITEMS

No items were mentioned.

ADJOURNMENT

There being no further business motion was made by Commissioner Oliver to adjourn.  
Commissioner Ward seconded the motion to adjourn and the motion passed unanimously. (5-0)

The meeting was adjourned at 12:26 p.m.

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Gary Oliver, Commissioner Pct. #1

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Darren Francis, Commissioner Pct. #2

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Henry Birdwell, Jr. Commissioner Pct. #3

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Terry Ward, Commissioner Pct. #4

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Brian Keith Umphress, County Judge

ATTEST:

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Vanessa James, County Clerk