

## MINUTES

On this the 10th day of March, 2025 the Commissioners Court of Jack County, Texas met in Regular Session at 10:02 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
Amy Salazar	Commissioner Precinct 2
Henry Birdwell, Jr.	Commissioner Precinct 3
Terry Ward	Commissioner Precinct 4
Vanessa James	County Clerk
Brad Campsey	County Treasurer
Lisa Perry	County Auditor
Frank Hefner	EMC/IT
T-Bob Hauger	County Sheriff
Doug Angell	Chief Deputy
Alinda Cox	Extension Agent
Debra Tillery	County Judge's Assistant
Heather Mahaffey	Assistant County Auditor
Lynn Casteel	Elections Administrator
Brad Dixon	County Attorney
Kim Dungan	Human Resource Administrator
Christina Hefner	Justice of the Peace Deputy Clerk
Tracie Pippen	District Clerk
Michael Francis	County Attorney Investigator
Clyde Watson	County Constable
Suzanne Brooks	County Clerk Chief Deputy

The following public members were in attendance: City Manager, Mike Smith, Brian Smith, Sadie Bolton, Brody Braelee, Denise Snyder, Nikki Witt, Renee Francis, Susanna Lovern, Johnnie Kuhn, Shirley Kuhn, Gaye Lowe, Ty Ashley, Kaitlyn Ashley, Ronald Fitzgerald, Anna Fitzgerald, Traci Mahler, Teri Richardson, Jack Richardson, Susan Elmore, Jess Elmore, Kati Brock, Caleb Brock, Cameron Garza, Emersyn Garza, Bellamy Garza, Danita Seaton, Tonya Gregg, Jennifer Akin and Kaley Salazar.

## PUBLIC FORUM

No members of the public spoke.

## PAYMENT OF ACCOUNTS AND CLAIMS

Judge Umphress made a motion to pay all [accounts and claims](#) submitted for approval. The motion was seconded by Commissioner Ward and passed. (4-0) Commissioner Oliver abstained.

## CONSENT AGENDA ITEMS

- (a) Approval of Minutes of Meeting for February 25, 2025;
- (b) Review and Acceptance of Tax Assessor/Collector [Reports](#) for February 2025;
- (c) Approval of Performance Bonds and Oaths for Amy Salazar recently Appointed Commissioner Precinct #2 AND Appointed County Road Commissioner Precinct #2;
- (d) Approval/Renewal of Performance Bond and Oath for Jack County Sheriff Deputy Trenton Higgins;
- (e) Reception of [Certificates](#) of Training for Jack County Elected County Commissioner Terry Ward;
- (f) Authorization of issuance of County Credit Card through TIB for Appointed Commissioner Precinct #2 Amy Salazar;
- (g) Review and approve Drug Testing through Lone Star Insurance;
- (h) Review and Acceptance of Racial Profiling [Report](#) for Jack County Constable Clyde Watson;
- (i) Review and Ratify County Child Welfare Services Non-Financial [Agreement](#);
- (j) Acknowledge the Emergency Burn [Ban](#) issued on March 5, 2025;

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

TIMED AGENDA ITEMS 10:05 a.m.

Swearing in Ceremony of Newly Appointed County Commissioner Precinct #2 Amy Salazar;

10:20 back in Regular Session

REVIEW, APPROVAL AND SIGNING OF ELECTION AGREEMENTS & CONTRACTS  
BETWEEN JACK COUNTY AND CITY OF JACKSBORO; JACKSBORO ISD; BRYSON ISD  
AND PERRIN-WHITT CISD- LYNN CASTEEL

Judge Umphress made a motion to approve and sign Election Agreements and Contracts between Jack County and the [City of Jacksboro](#), [Jacksboro ISD](#), [Bryson ISD](#) and [Perrin-Whitt CISD](#). Commissioner Birdwell seconded and the motion was unanimous (5-0).

REVIEW, DISCUSSION, AND APPROVAL OF CSC MEMORANDUM OF  
UNDERSTANDING AGREEMENT FOR THE JACK COUNTY CLERK'S OFFICE TO  
BEGIN RECORDING DOCUMENTS IN OFFICIAL PUBLIC RECORDS

No action

DISCUSSION AND APPROVAL OF QUOTE FROM LGS TO PERFORM SET UP AND  
INTEGRATION WITH INITIAL ENCODING VENDOR CSC IN THE JACK COUNTY  
CLERK'S OFFICE

No action

DISCUSSION REGARDING SERVICES PROVIDED BY ACA (AFFORDABLE CARE ACT)  
REPORTING AND TRACKING SERVICE (ARTS) FOR REPORTING OF 1095C WITH IRS  
AND AUTHORIZING THE COUNTY JUDGE TO SIGN RETAINER AGREEMENT-KIM  
DUNGAN

Motion was made by Judge Umphress to approve services provided by ACA (AFFORDABLE CARE ACT) reporting and tracking service (ARTS) for the reporting of 1095C with the IRS and authorizing the County Judge to sign a retainer [agreement](#). Commissioner Ward seconded and the motion passed (5-0).

DISCUSSION AND POSSIBLE ACTION REGARDING THE JACK COUNTY  
COURTHOUSE OUTSIDE SEWER REPLACEMENT

No updates at this time.

DISCUSSION AND POSSIBLE ACTION REGARDING RENOVATIONS TO THE JACK  
COUNTY DISTRICT COURTROOM

Motion was made by Commissioner Birdwell to move forward with painting the District courtroom utilizing the inmate work crew. Commissioner Salazar seconded and the motion passed unanimously (5-0).

DISCUSSION AND POSSIBLE ACTION SIGNING ENGAGEMENT LETTER WITH  
SNOWDEN CONSULTING

Judge Umphress reported abatement guidelines and criteria need to be updated and Snowden will be very knowledgeable in this process. He would like to modify and update before they expire in May.

Commissioner Oliver would like to visit with him before making a decision. Commissioner Birdwell would like to move forward and give him a try. The only concern is that Snowden is not an attorney.

Motion was made by Commissioner Birdwell to execute signing a letter to initiate the engagement with Snowden Consulting to execute the PK Solar project. Commissioner Oliver seconded motion.

The Motion was amended by Commissioner Birdwell to state:

Initiate [Engagement letter](#) for the preparation of abatement agreements, development incentives, and related negotiation services with Pk Solar LLC. Seconded by Commissioner Oliver and passed unanimously (5-0).

## DISCUSSION OF COMMISSIONER PRECINCT OPERATIONS

Discussion made, no action taken.

## REPORTS, IF ANY, BY OTHER DEPARTMENT HEADS

Discussion made, no action taken.

## FUTURE AGENDA ITEMS

County trailer for County Extension Agent to haul animals for the 4H students to shows.

## ADJOURNMENT

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

The meeting was adjourned at 12:43 p.m.

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Brian Keith Umphress County Judge

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Gary Oliver, Commissioner Pct. #1

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Amy Salazar, Commissioner Pct. #2

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Henry Birdwell, Jr. Commissioner Pct. #3

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Terry Ward, Commissioner Pct. #4

ATTEST:

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Vanessa James, County Clerk