COMMISSIONERS COURT OF UPSHUR COUNTY, TEXAS
FRIDAY, FEBRUARY 14, 2020
10:00 AM REGULAR SESSIONS

Commissioners met in regular session with all members present.

Audio

1. **Invocation and Pledges**
   Prayers said by Paula Gentry
   Pledges by Dustin Nicholson

2. **Consider and take action on approval of:**

   A. The minutes of the previous meeting:
   B. Payroll Changes:
   C. Payroll:
   D. Budget Amendments:
   E. Accounts Payable:
   Expense Approval Report:
   F. Accept for recording: Auditor reports; Treasurer reports; Bonds; Oaths; Deputations; Certificates; Refund of overpayment or erroneous tax payments in excess of $2500.00; Sabine Valley Regional Mental Health Mental Retardation Center dba Community Healthcore Annual Financial Compliance Report; and applications for use of Upshur County roads and rights-of-way and permit request.

   Motion to approve and record items A-F made by Frank Berka
   Second by Jay Miller
   Paula Gentry, Dustin Nicholson, Frank Berka, Jay Miller and Judge Tefteller voted for.
   Motion approved.
   Copies attached.

3. **Discuss and take action to approve use of Courthouse lawn and vacant lot for Cherokee Rose Festival on May 9, 2020.**

   Motion to approve the use of the Courthouse lawn and vacant lot for the Cherokee Rose Festival on May 9, 2020 made by Paula Gentry
   Second by Dustin Nicholson
   Paula Gentry, Dustin Nicholson, Frank Berka, Jay Miller and Judge Tefteller voted for.
   Motion approved.

4. **Discuss and take action to approve use of Courthouse lawn and vacant lot for Chamber of Commerce Easter egg hunt on April 11, 2020.**

   Motion to approve the use of the Courthouse lawn and vacant lot for the Chamber of Commerce Easter egg hunt on April 11, 2020 made by Paula Gentry
   Second by Jay Miller
   Paula Gentry, Dustin Nicholson, Frank Berka, Jay Miller and Judge Tefteller voted for.
   Motion approved.

5. **Discuss and take action to accept the donation of a culvert by Ron Williams to be installed on Mule Deer Road.**

   Motion to accept the donation of a culvert by Ron Williams for Mule Deer Road made by Paula Gentry
   Second by Jay Miller
   Paula Gentry, Dustin Nicholson, Frank Berka, Jay Miller and Judge Tefteller voted for.
   Motion approved.

6. **Discuss and take action on vacation and sick time accrual for exempt positions.**

   Motion to approve the vacation and sick time accrual policy provisions for exempt positions made by Paula Gentry
   Second by Jay Miller
   Paula Gentry, Dustin Nicholson, Frank Berka, Jay Miller and Judge Tefteller voted for.
   Motion approved.

7. **Discuss and take action on Longevity Pay for exempt positions.**

   Motion to accept and take action on the Longevity Pay policy for exempt employees made by Paula Gentry
   Second by Dustin Nicholson
   Paula Gentry, Dustin Nicholson, Frank Berka, Jay Miller and Judge Tefteller voted for.
   Motion approved.

8. **Discuss and take action on exception time sheet rule for exempt positions.**

   Motion to approve exception time sheet for exempt employees to be filled out and turned in only when they will be gone an entire day or more made by Jay Miller
   Second by Paula Gentry
   Paula Gentry, Dustin Nicholson, Frank Berka, Jay Miller and Judge Tefteller voted for.
   Motion approved.

9. **Discuss and take action to amend Holiday Policy.**

   Motion to approve the new wording in the Holiday Pay Policy made by Frank Berka
   Second by Jay Miller
   Paula Gentry, Dustin Nicholson, Frank Berka, Jay Miller and Judge Tefteller voted for.
   Motion approved.

10. **Discuss and take action to request that Billy Byrd, Upshur County District Attorney review the employee policy and procedure manual prior to adoption.**

    Motion to send the Upshur County employee policy and procedure manual to Mr. Byrd to made sure everything stated and adopted by the Upshur County Commissioners Court is legal made by Dustin Nicholson
    Second by Jay Miller
    Paula Gentry, Dustin Nicholson, Frank Berka, Jay Miller and Judge Tefteller voted for.
    Motion approved.

11. **Discuss and take action to schedule a workshop on Upshur County Game Room Regulations.**

    Motion to schedule a public meeting workshop on Game Room Regulations on Wednesday, February 19, 2020 at 10:00am in the Courtroom made by Dustin Nicholson
    Second by Frank Berka
    Paula Gentry, Dustin Nicholson, Frank Berka, Jay Miller and Judge Tefteller voted for.
    Motion approved.

12. **Open bids for road and bridge fuel, materials and services. Discuss and take necessary action.**

Note Commissioner Dustin Nicholson left the courtroom due to conflict of interest.

Motion to let Andy Jordan, the Road Administrator, review the bids and make his Recommendations then bids will be awarded at the Commissioner's Court Meeting on February 28, 2020 made by Frank Berka
Second by Jay Miller
Paula Gentry, Dustin Nicholson, Frank Berka, Jay Miller and Judge Tefteller voted for.
Motion approved.
Copies attached. Bids Received listed below.

Gas and Diesel Bids: Suncoast Resources, Lykins Energy Solutions and Petroleum Traders
Refined Road Oil Bids: P2 Emulsions, Bryan & Bryan and Ergon Asphalt
Rock/RipRap Bids: Longview Asphalt, H.E. Spann and Green Dream
Pug Milling Bid: Material Resources Inc.
Plant Mixed Asphalt Bid: Longview Asphalt

13. **Hear report from Erin Wade, Gilmer Computer Tech concerning the County Computer system.**

The Court heard a report from Erin Wade from Gilmer Computer Tech regarding upgrades on the county computers and the progress they have made in getting some of the county offices back up and running and things that are still ongoing since a computer virus hit our county computer system.

No action was needed.

14. **Adjourn**

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Attest: Terri Ross, Upshur County Clerk
Attendance sheet placed into minutes for recording purposes only.
Bills previously approved placed into minutes for recording purposes only.
Jury payroll placed into minutes for recording purposes only.