

COMMISSIONERS COURT OF UPSHUR COUNTY, TEXAS
FRIDAY, JUNE 14, 2024
10:00 A.M. REGULAR SESSION

A regular meeting of the Commissioners' Court of Upshur County, Texas was held on Friday, June 14, 2024 at 10:00 a.m., with the following members of the Court being present, to-wit:

Present: Todd Tefteller – County Judge, presiding
 Gene Dolle – Commissioner Pct. #1
 Dustin Nicholson – Commissioner Pct. #2
 Mike Ashley – Commissioner Pct. #3
 Jay W. Miller – Commissioner Pct. #4

Judge Todd Tefteller called the meeting to order at 10:00 a.m.

1. Invocation and Pledges

Prayer was led by Gene Dolle.

Pledges to the U.S. & Texas flags led by Dustin Nicholson.

2. Citizens Comments.

Phillip Williams addressed the Court with a question regarding a sprinkler system in the courthouse. Judge Tefteller advised him that the Court would discuss that later in the meeting.

3. Consider and take action on approval of:

- A. The minutes of previous meetings;**
- B. Payroll changes;**
- C. Payroll;**
- D. Budget amendments;**
- E. Accounts Payable;**
- F. Accept for Recording: Auditor reports; Treasurer reports; Bonds; Oaths; Deputations; Certificates; State and County Taxes Summary; refund of overpayment or erroneous tax payments in excess of \$2500.00; AIA Document G701-2017; Notice of Cancellation of Bond for Melva Foster, Principal in favor of Upshur County, Obligee; Emergency Services District No. 1 Annual Financial Report Fiscal Year Ended September 30, 2023; Emergency Services District No. 2 Financial Statements and Independent Auditor's Report as of September 30, 2023; Certificate of Liability Insurance for Material Resources, Inc.; and, applications for use of Upshur County roads and rights-of way and permit requests.**

Motion by Gene Dolle with a second by Mike Ashley to approve items A-F.
Motion carried 5-0. Unanimous vote in favor.

(SEE ATTACHED)

- 4. Hear from Carolyn Williams, Director of the Upshur County Literacy Program. Discuss and take necessary action.**

Carolyn Williams addressed the Court with a request for their continued financial support. She advised the Court that she was informed that they would be helping to assist parolees in Upshur County to be tested and assessed in making the determination as to where they would need to go to get their GEDs. Mike Ashley made a motion to approve \$4,000.00 to the Upshur County Literacy Program.

- 5. Discuss and take action granting the TCEQ an easement prohibiting certain pollutants within a 150 foot radius of a proposed water well located within 150 feet of the County ROW on Fawn Crossing Road.**

Motion by Jay W. Miller with a second by Dustin Nicholson to grant the TCEQ an easement prohibiting certain pollutants within a 150 foot radius of a proposed water well located within 150 feet of the County ROW on Fawn Crossing Road. Motion carried 5-0. Unanimous vote in favor.

- 6. Discuss and take action to approve request by Cynthia King for out of state travel to attend the Association of Rural & Small Libraries annual conference. Leaving September 11, 2024 and returning September 15, 2024.**

Mike Ashley made a motion with a second by Jay W. Miller to approve the request by Cynthia King for out of state travel to attend the Association of Rural & Small Libraries annual conference September 11-15, 2024. Motion carried 5-0. Unanimous vote in favor.

- 7. Discuss and take action to approve and accept for recording the plat for Cactus Manor Subdivision.**

Motion by Dustin Nicholson with a second by Gene Dolle to approve and accept for recording the plat for Cactus Manor Subdivision. Motion carried 5-0. Unanimous vote in favor.

- 8. Discuss and take action to abandon 580' of Dial Road north of the Sabine River, and removing same from the County Road Inventory.**

Mike Ashley informed the Court that he had visited this area. The Court informed Mike Ashley that the landowner would have to get a land attorney involved and go through the steps to get a petition to close the road before the Court could remove the road from the County Road inventory. No action.

9. Discuss and take action on the FY25 Proposed Budget.

Connie Williams shared the Commissioners consensus from the May 29, 2024 budget workshop with a \$1,200.00 a year raise to the employees who did not receive the SB22 grant funding; and the departmental requests of \$118,443.00. She further stated that there were departmental requests of approximately \$50,000.00 that they did not have consensus on that would need to be discussed. The following requests were discussed:

- 1) Veterans Administrator is requesting an additional \$525.00 for the annual fee for use of software.
- 2) County Clerk is requesting an additional \$2,000.00 for educational training for her staff. This will be put in a separate line item from the Clerk's travel expense of \$8,000.00.
- 3) Emergency Management is requesting an additional \$2,000.00 for vehicle repair. Connie Williams will get with Marc Nichols to determine the amount needed and let the Court know at their next budget meeting.
- 4) Connie Williams suggested that the Court add an additional \$4,500.00 to the Treasurer budget to be in a separate line item for her staff to attend training. Treasurer requested an additional amount for bonds. The Court agreed to an additional \$100.00 increase in the bond line item.
- 5) Library is requesting additional funding for moving a part time employee to full time as well as additional funding for library materials.
- 6) Extension office is requesting a part time employee, an additional \$4,000.00 in travel expense, and an additional \$200.00 in office supplies.

10. Hear any updates and discuss and take necessary action concerning the Round XII Courthouse Grant Renovation and/or the Courthouse employee relocation during the renovation.

Judge Leward Lefleur was present to update the Court on the progress being made of the Courthouse renovation. He announced that as of June 5th, the courthouse restoration is 11% complete. He urged the Court to be mindful when using courthouse restoration funds. He further announced that they are putting up safety measures for the workers. He announced that they have started to remove the exterior clocks since they are not historic to the building. They will add historically accurate clocks to the outside of the courthouse. He announced that an arborist from Texas A&M came up last week and met with the project superintendent on site to discuss help to prevent killing the trees. He suggested purchasing mulch to put around the trees. Judge LeFleur continued to say that they had received the 100% complete Conservator's report. To address the fire sprinkler system, Judge LeFleur announced that there is a sprinkler fire suppression system in the plans. Judge LeFleur has asked the architect to do a fire summary report.

11. The Court will/may go into CLOSED SESSION under Texas Open Meetings Act, Texas Government Code, Chapter 551 as indicated:

- _____ Section 551.071 (consultation with attorney(s));
- _____ Section 551.072 (deliberation regarding real property);
- A,B,C Section 551.0725 (deliberation and discussion of contracts being negotiated);
- _____ Section 551.073 (deliberation about gifts and donations);
- _____ Section 551.074 and 551.0745 (personnel matters);
- _____ Section 551.076 (deliberation about security audits or security devices).

TO WIT:

- A. Consideration of the Round XII Project administration in reference to the Courthouse Renovation.**
- B. Consideration of Round XII Renovation funding and ARPA Grant requirements consistent therewith.**
- C. Consideration of employee relocation during the Round XII Courthouse Renovation.**


Court went into CLOSED SESSION at 11:31 a.m.


- 12. The Court will re-convene into open session and take any action necessary as a result of Executive Session.**

Court re-convened into OPEN SESSION at 11:43 a.m. No action to be had as a result of Executive Session.

- 13. Adjourn.**

Motion by Mike Ashley with a second by Jay W. Miller to adjourn the meeting.
 Motion carried 5-0. Unanimous vote in favor. Meeting adjourned at 11:44 a.m.



 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.