

**COMMISSIONERS COURT OF UPSHUR COUNTY, TEXAS**  
**THURSDAY, JULY 31, 2025**  
**10:00 A.M. REGULAR SESSION**

A regular meeting of the Commissioners' Court of Upshur County, Texas was held on Thursday, July 31, 2025 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 Tefteller called the regular meeting to order at 10:03 a.m.

**1. Invocation and Pledges**

Prayer was led by Commissioner Dolle.

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

**2. Citizen comments.    No comments.**

**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 report; Treasurer report; Bonds; Oaths; Deputations; Certificates; State and County Taxes Summary; refund of overpayment or erroneous tax payments in excess of \$2500.00; Proclamation in Honor of the Walnut Creek Baptist Church; and, applications for use of Upshur County roads and rights-of way and permit requests.**

Commissioner Nicholson made a motion with a second by Commissioner Dolle to approve items 3A-F. Motion carried 5-0. Unanimous vote in favor.  
(SEE ATTACHED)

**4. Hear any updates and discuss and take necessary action concerning the Round XII Courthouse Grant Renovation.**

Auditor Connie Williams updated the Court regarding the status of the new furniture being

built. She indicated that it should be delivered mid-December. The date of substantial completion for the courthouse has been changed to late February.

- 5. Hear from Employee Benefits Consulting – EBC concerning the prescription savings alternatives (biosimilars and compounds), finalizing stop loss numbers and renewal. Discuss and take necessary action.**

Rachel Means was not present but asked that this matter be moved to the next agenda. However, she asked the Court to take action regarding the Prescription Drug Benefits Revision to the Upshur County Employee Benefit Plan. Judge Tefteller read the revision to the Court. Motion by Commissioner Dölle with a second by Commissioner Miller to approve the revision to the Plan as read. Motion carried 5-0. Unanimous vote in favor.

- 6. Discuss and take action to approve combining multiple lots into one lot at Whispering Pines Subdivision.**

Motion by Commissioner Miller with a second by Commissioner Ashley to approve combining multiple lots into one lot at Whispering Pines Subdivision as shown on the attached plat. Motion carried 5-0. Unanimous vote in favor.

- 7. Discuss and take action to approve changes to the Constables' Body Camera Grant Funds and to approve moving the County match current year and use the current donated funds for the purchase.**

Constable Tim Barnett presented a request on behalf of the three Constables to move the previously approved match for the body cam grant in the amount of \$3,878.33 from contingency to the General Fund. He explained to the Court that they were not awarded the body cam grant but had donation money for part of the purchase of the body cams for the three Constables. He further explained that moving this money from contingency as already approved would allow them to purchase the body cams out of this year's budget with the addition of the donated funds. Motion by Commissioner Nicholson with a second by Commissioner Dölle to approve moving the amount of \$3,878.33 from contingency to the General Fund to allow the purchase of the body cams for the three Constables. Motion carried 5-0. Unanimous vote in favor.

- 8. Discuss and take action to approve an Interlocal Agreement for Fire Dispatch Service between Upshur County Sheriff's Office and Upshur County Emergency Services District #2 (ESD #2).**

Sheriff Webb announced that the Court had previously approved an Interlocal Agreement with ESD #1 and this Interlocal Agreement is with ESD #2. He advised the Court that the County will receive funds for this service in the amount of \$10,800.00 annually. Auditor Williams informed the Court that this would impact the proposed budget. Motion by Commissioner Nicholson with a second by Commissioner Dölle to approve the Interlocal

Agreement for Dispatch Service between Upshur County Sheriff's Office and Upshur County Emergency Services District #2 (ESD #2). Motion carried 5-0. Unanimous vote in favor.

**9. Open bids for Road and Bridge smooth drum Packer. Discuss and take necessary action.**

The following bids were opened by the Court:

|                                                 |              |
|-------------------------------------------------|--------------|
| ASCO – 2025 Case Single Drum Padfoot Rollers    | \$117,725.00 |
| Holt – 2024 Caterpillar CS7 Paving & Compaction | \$124,264.09 |
| George P. Bane – 2019 DynaPac                   | \$ 53,568.27 |

Commissioner Nicholson had a question regarding the warranty on the 2019 DynaPac. He made a phone call to George P. Bane and was informed that there was no warranty but that they will fully service it before delivery. Motion by Commissioner Ashley with a second by Commissioner Nicholson to accept the bid from George P. Bane for the 2019 DynaPac with the provision that they pick up the equipment (if it is currently being used by the County) and fully service it before delivery back to the County. Motion carried 5-0. Unanimous vote in favor.

**10. Hear from the Road & Bridge Administrator with an update of the County roads in each precinct.**

Phil Stegall, Road and Bridge Administrator, was not present. Commissioner Miller announced that there were still issues regarding the removal of Stop signs on the county roads. Commissioner Nicholson asked Lisa Tefteller to check into purchasing fiberglass signs and poles.

**11. Discuss and take action to accept donation for landscaping the Courthouse lawn once renovations are completed, starting with accepting a \$250 donation from Mrs. Merle Cross on behalf of Keep Gilmer Beautiful.**

Judge Tefteller announced that he had received a donation from Mrs. Merle Cross in the amount of \$250.00. Motion by Commissioner Ashley with a second by Commissioner Miller to accept the donation for landscaping the Courthouse lawn once renovations are complete, in the amount of \$250.00 from Mrs. Merle Cross on behalf of Keep Gilmer Beautiful, to be put in the courthouse renovation fund under a special account. Motion carried 5-0. Unanimous vote in favor.

**12. Discuss and take action to approve the filing of the FY 26 Proposed budget with the County Clerk and post to the Upshur County website no later than August 14, 2025, in accordance with Local Government Code Chapter 152.**

Motion by Commissioner Miller with a second by Commissioner Ashley to approve the filing of the FY26 Proposed budget with the County Clerk and post to the Upshur County website no later than August 14, 2025 in accordance with Local Government Code Chapter 152:

Motion carried 5-0. Unanimous vote in favor.

**13. Discuss and take action on the FY26 Proposed Budget.**

Auditor Connie Williams presented the changes to be made to the proposed budget as previously given to the Court as follows:

She announced that the Insurance Fund is over budget by \$500,000.00 which includes both claims and prescriptions. She informed the Court that she had looked at next years' budget and has increased claims by \$300,000.00 and she will need to add another \$100,000.00 to prescriptions, basically reducing the General Fund revenue and increasing the Insurance Fund revenue.

Auditor Williams advised the Court that the Interlocal Agreements with the Sheriff and the two ESDs for fire dispatch will bring in additional revenue of \$46,800.00. She further went on to say that the contracts specify that the payments are to be directed to dispatch. She advised the Court that they will provide stipends to the dispatchers at the Sheriff's discretion with the revenue of the \$46,800.00 in addition to the \$1,800.00.

Auditor Williams advised the Court that she will need to increase the budgets of Constables 1, 3 and 4 for the ongoing cost of software maintenance which would be \$2,929.04.

Auditor Williams informed the Court that Julie York, Extension Agent, had requested an increase in her gasoline budget. Auditor Williams suggested that the Court increase her gasoline budget from \$900.00 to \$1,500.00 which is a \$600.00 increase. She also brought up the fact that Ms. York indicated that she would unlikely bring in another Extension Agent as budgeted. Ms. York is using part of that money for her part time employee. Ms. York has asked to increase that hourly pay from \$10.00/hour to \$15.00/hour so that she might can attract a part time office administrator.

Commissioners approved these revisions unanimously by a show of hands.

**14. 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));

A,B Section 551.072 (deliberation regarding real property);

A,B 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.


There is no need for the Court to go into **CLOSED SESSION**.

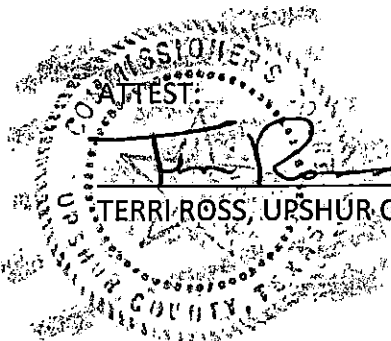
15. The Court will re-convene into open session and take any action necessary as a result of Executive Session.

N/A

16. Adjourn.

Motion by Commissioner Ashley with a second by Commissioner Miller to adjourn the meeting. Motion carried 5-0. Unanimous vote in favor. Meeting adjourned at 10:49 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.