

STATE OF TEXAS §
COUNTY OF POLK §

DATE: May 27, 2025
REGULAR MEETING
MILT PURVIS - ABSENT

**COMMISSIONER'S COURT
AGENDA POSTING # 2025 - 023**

Call to Order. * Invocation * Pledges of Allegiance

Be it remembered on this the 27th day of May 2025, the Honorable Commissioners Court met in "REGULAR" called meeting with the following officers and members present, to wit;

Honorable Sydney Murphy – County Judge presiding,
Guylene Robertson – Commissioner Pct #1,
Mark DuBose – Commissioner Pct #2,
Jerry Cassity - Commissioner Pct #4,
Schelana Hock – County Clerk and
Louis Ploth – County Auditor.

WELCOMED & CALLED TO ORDER AT 10:00 AM BY JUDGE SYDNEY MURPHY.

- INVOCATION LED BY JERRY CASSITY.
- PLEDGES TO U.S. & TEXAS FLAGS LED BY SCHELANA HOCK.

Public Comments

None.

Informational Reports

Judge Murphy took this time to remind everyone that all work orders to IT and Maintenance need to be submitted through their online work order systems, even if a call has to be made to those departments due to the urgent nature of the work request. Similarly, all requests to Human Resources must be made in writing via email, and will be processed in the order in which they are received.

1. RECEIVE PRESENTATION FROM ALAMO LETTER SOCIETY.
Jordan Oliver presented the materials to commissioners court. The Society is requesting to have a plaque placed on one of our county properties, likely the courthouse or judicial center. To do so, they will need funding in the amount of \$4,500, either from the county or raised within the community, and permission to have the plaque placed on county property. Judge Murphy stated this will need to be added as an item for consideration on a future agenda.
2. PATTILLO, BROWN & HILL, L.L.P. PRESENTATION OF THE AUDIT FOR FISCAL YEAREND SEPTEMBER 30, 2024.
Kent Willis presented the FY2024 Annual Audit, our first audit completed by Patillo, Brown & Hill, LLP. Mr. Willis was pleased to report that Polk County received an unmodified opinion on both the Annual Comprehensive Financial Report and the Single Audit Report, with no deficiencies and no findings to report.
3. PRESENTATION FROM TEXAS ASSOCIATION OF COUNTIES (TAC) REGARDING MID-YEAR GROUP HEALTH BENEFITS REVIEW AND PROPOSAL FOR ANCILLARY BENEFITS.
Clarrisa Messinger presented the Mid-Year Review, the Group Health Renewal, and the ancillary services proposal to the Court. In the Mid-Year Review, it was disclosed that the county's loss ratio for the last 12 months was approximately 120% and for the last 36 months

was approximately 98%. In order for TAC to remain healthy and viable, the goal is to have closer to a 95% loss ratio, and so the high ratio last year was a driving factor in the 8.2% increase in the County's plan renewal.

New Business - Consent Agenda

JUDGE MURPHY NOTED AN ADDENDUM TO ITEM 5 IN THE AMOUNT OF \$181,098.84. MOTIONED BY JERRY CASSITY, SECONDED BY MARK DUBOSE, TO APPROVE THE CONSENT AGENDA AS FOLLOWS: (ALL VOTING YES)

4. APPROVE MINUTES OF PREVIOUS MEETING: May 13, 2025 (Regular Session)
5. APPROVE SCHEDULES OF BILLS.

DATE	AMOUNT	FUND	CHECK #
4/11/2025	274,916.93	General	ACH 4424, 4431, 4434, 4446, 4452, 4474
5/9/2025	20,170.63	General	310612-310624
5/9/2025	1,022.77	General	310593-310594
5/9/2025	150,338.27	General	ACH 4478, 4458, 4459, 4460, 4463, 4464, 4465, 4475, 4476, 4477, 4486, 4487, 4488, 4490, 4491, 4492, 4484, 4485
5/12/2025	64.26	General	ACH 4494, 4495
5/14/2025	16,753.15	Grants	ACH 035/1294/ACH 010/310423-310592
5/2/2025	42,093.83	General	310701-310705
5/14/2025	212,129.00	Grants	ACH 035/1295-1296
5/16/2025	18,836.17	General	310709-310719
5/16/2025	125.00	General	310728
5/27/2025	424,815.23	Grants	ACH 035/1297-1298/ACH 010/310729-310823
TOTAL:	1,161,265.24		
	Addendum #1	\$181,098.84 to be added to a future schedule of bills	

6. APPROVE ORDER DESIGNATING SURPLUS PROPERTY.
The exhibit reflects items no longer in use by the Jail and the County Judge's Office.
7. APPROVE ORDER DESIGNATING OUTDATED AND UNLOCATED ASSETS AS SURPLUS PROPERTY FOR THE PURPOSE OF INVENTORY RECONCILIATION.
The exhibit reflects items that need to be cleared from the following department's inventories: Aging, Human Resources, Justices of the Peace Precincts 1, 3 & 4, Fire Marshal, Environmental Enforcement, Texas AgriLife, Museum, and Road & Bridge Precinct 1.
8. RECEIVE COUNTY AUDITOR'S MONTHLY REPORT, PURSUANT TO LOCAL GOVERNMENT CODE SEC. 114.025.
9. RECEIVE COUNTY TREASURER'S REPORT FOR APRIL 2025.
10. RECEIVE AND RECORD PERSONNEL ACTION FORMS SUBMITTED BY ELECTED

OFFICIALS SINCE LAST MEETING.

11. APPROVE THE ENGAGEMENT LETTER WITH GABRIEL ROEDER SMITH & COMPANY ACTUARIAL SERVICES TO PERFORM THE FY25 AND FY26 ACTUARIAL VALUATIONS RELATING TO OTHER POST EMPLOYMENT BENEFITS (OPEB) OF THE COUNTY – RETIREE HEALTH BENEFITS.
12. ACCEPT THE FUND FOR VETERANS' ASSISTANCE (FVA) GRANT FROM THE TEXAS VETERANS COMMISSION (TVC) IN THE AMOUNT OF \$235,000 FOR THE 2025-2026 GRANT YEAR.
13. APPROVE PURCHASE AND INSTALLATION OF NEW SECURITY CAMERAS AT THE SUB-COURTHOUSE IN ONALASKA FROM ECS SECURITY & AUTOMATION IN THE AMOUNT OF \$2,478.80 TO BE PAID FROM INFORMATION TECHNOLOGIES REPAIR/REPLACE IT EQUIPMENT (BUDGETED FUNDS).
14. APPROVE TERMINATION OF AGREEMENT WITH VESTIS FOR MAINTENANCE SUPPLIES.
15. APPROVE TERMINATION OF SERVICES FOR PANIC ALARM SYSTEMS WITH EASTEX SECURITY AT ROAD & BRIDGE PRECINCTS 1 AND 3.
16. APPROVE REASSIGNMENT OF OFFICE SPACE IN COUNTY-OWNED BUILDINGS. Offices at the Polk County Annex that have been reassigned are now as follows: Room 122 - AgriLife Extension Office; Room 132 - Constable Pct. 4; Room 153 - Social Services; Room 154 - Aging Services.

New Business - Regular Agenda

17. CONSIDER APPROVAL OF PERSONNEL MATTERS, AS FOLLOWS:
 - A. PERSONNEL ACTION FORM REQUESTS SUBMITTED BY DEPARTMENT HEADS SINCE LAST MEETING AND REVIEW OF ANY AUTHORIZED EMERGENCY HIRING. MOTIONED BY MARK DUBOSE, SECONDED BY GUYLENE ROBERTSON, TO APPROVE REQUESTS. (NO EMERGENCY HIRES)
VOTES NO: 0
VOTES YES: 4
VOTES RESULT: CARRIED
 - B. RATIFY CORRECTION TO THE PERSONNEL MANAGEMENT SYSTEM, BOOK 2. MOTIONED BY JERRY CASSITY, SECONDED BY GUYLENE ROBERTSON, TO RATIFY CORRECTION.
VOTES NO: 0
VOTES YES: 4
VOTES RESULT: CARRIED
18. CONSIDER REQUESTS FOR REVISIONS AND AMENDMENTS TO THE BUDGET, AS FOLLOWS:
 - A. FY2025 BUDGET REVISIONS AND AMENDMENTS, AS PRESENTED BY THE COUNTY AUDITOR'S OFFICE;
MOTIONED BY MARK DUBOSE, SECONDED BY JERRY CASSITY, TO APPROVE

BUDGET REVISIONS #2025-12 & AMENDMENTS #2025-12(A).

VOTES NO: 0

VOTES YES: 4

VOTES RESULT: CARRIED

19. RATIFY APPROVAL OF REQUEST FROM SHERIFF'S OFFICE FOR THE PURCHASE AND INSTALLATION OF CAMERAS FROM WILLIAMS COMMUNICATIONS IN THE AMOUNT OF \$32,455.52, REPLACING THE PREVIOUSLY APPROVED PURCHASE FROM STS360 ON FEBRUARY 25, 2025, AND APPROVE AMENDED FUNDING RESOLUTION.

MOTIONED BY GUYLENE ROBERTSON, SECONDED BY JERRY CASSITY, TO RATIFY APPROVAL OF REQUEST AND AMENDED FUNDING RESOLUTION.

VOTES NO: 0

VOTES YES: 4

VOTES RESULT: CARRIED

20. CONSIDER ANY AND ALL NECESSARY ACTION REGARDING REQUEST FOR PROPOSALS (RFP) #2025-20 FOR VOICE OVER INTERNET PROTOCOL (VOIP) PHONE SYSTEM.

MOTIONED BY MARK DUBOSE, SECONDED BY JERRY CASSITY, TO REISSUE REQUEST FOR PROPOSALS #2025-20.

VOTES NO: 0

VOTES YES: 4

VOTES RESULT: CARRIED

21. DISCUSS AND CONSIDER ANY AND ALL NECESSARY ACTION REGARDING PROPOSALS FOR FIRE PROTECTION SERVICES.

MOTIONED BY GUYLENE ROBERTSON, SECONDED BY MARK DUBOSE, TO APPROVE AGREEMENT WITH NATIONS BEST FIRE PROTECTION (COMMUNICATED DURING THE MEETING AS BACKFLOW HOUSTON) PENDING LEGAL REVIEW.

VOTES NO: 0

VOTES YES: 4

VOTES RESULT: CARRIED

22. DISCUSS AND CONSIDER ANY AND ALL NECESSARY ACTION REGARDING AMERICANS WITH DISABILITIES ACT (ADA).

MOTIONED BY JERRY CASSITY, SECONDED BY MARK DUBOSE, TO APPROVE ORDER TO APPOINT KARI MILLER (ASSISTANT TO THE COUNTY JUDGE) AS ADA COORDINATOR AND APPROVING THE UPDATED ADA GRIEVANCE PROCEDURE.

VOTES NO: 0

VOTES YES: 4

VOTES RESULT: CARRIED

23. CONSIDER APPROVAL OF REQUEST FROM PENWAUGH MARINA, LOCATED IN PRECINCT 2, FOR EXEMPTION FROM THE POLK COUNTY RV PARKS REGULATIONS FOR THE INSTALLATION OF ELECTRICITY CONNECTIONS AT EXISTING SITES.

MOTIONED BY MARK DUBOSE, SECONDED BY GUYLENE ROBERTSON, APPROVAL OF EXEMPTION REQUEST BASED ON EXISTING INFRASTRUCTURE.

VOTES NO: 0
VOTES YES: 4
VOTES RESULT: CARRIED

24. FY2026 EMPLOYEE BENEFITS:

- A. REVIEW AND DISCUSS TEXAS ASSOCIATION OF COUNTIES PROPOSAL FOR RENEWAL OF EMPLOYEE HEALTH COVERAGE – MAJOR MEDICAL.
Discussion only. TAC provided the renewal summary during the informational report. This item will be placed on a future agenda for consideration.
- B. REVIEW AND DISCUSS THE ANNUALLY DETERMINED CONTRIBUTION RATE FOR TEXAS COUNTY & DISTRICT RETIREMENT SYSTEM.
Discussion only. Judge Murphy provided a summary of the Court's retirement contribution rates and retiree COLAs over the last several years and what that means for our retiree plan regarding future liabilities. This item will be placed on a future agenda for consideration.
- C. CONSIDER APPOINTING A COMMITTEE TO EVALUATE ALL EMPLOYEE INSURANCE BENEFITS.
MOTIONED BY MARK DUBOSE, SECONDED BY JERRY CASSITY, TO APPOINT JUDGE MURPHY, COMMISSIONER MILTON PURVIS, DISTRICT CLERK BOBBYE CHRISTOPHER, A REPRESENTATIVE FROM THE SHERIFF'S OFFICE, AND THE HUMAN RESOURCE DEPT AS COMMITTEE MEMBERS.
VOTES NO: 0
VOTES YES: 4
VOTES RESULT: CARRIED

25. DISCUSSION OF FY2026 BUDGET DEVELOPMENT.
DISCUSSION ONLY

Adjourn

MOTIONED BY JERRY CASSITY, SECONDED BY MARK DUBOSE, TO ADJOURN COURT AT 12:01 P.M.
VOTES NO: 0
VOTES YES: 4
VOTES RESULT: CARRIED

SYDNEY MURPHY, COUNTY JUDGE

ATTEST:

SCHELANA HOCK, COUNTY CLERK