

STATE OF TEXAS §
COUNTY OF POLK §

DATE: July 8, 2025
REGULAR MEETING
MILT PURVIS - ABSENT
JERRY CASSITY - ABSENT
SCHELANA HOCK - ABSENT

**COMMISSIONER'S COURT
AGENDA POSTING # 2025 - 028**

Call to Order. * Invocation * Pledges of Allegiance

Be it remembered on this the 8th day of July 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,
Wendy Timm – Deputy County Clerk and
Louis Ploth – County Auditor.

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

- INVOCATION LED BY ERNIE TURNEY, RETIRED PASTOR FROM UNITED METHODIST.
- PLEDGES TO U.S. & TEXAS FLAGS LED BY WENDY TIMM.

Public Comments

None.

Informational Reports

1. EMPLOYEE HEALTH FAIR & OPEN ENROLLMENT - TUESDAY, AUGUST 5
2. PROCLAMATION DECLARING JULY 7TH – 11TH, 2025 AS YOUTH RODEO WEEK IN POLK COUNTY.
3. RECEIVE REPORT FROM EMPLOYEE SERVICE AWARDS COMMITTEE.
James Mostek provided a report on behalf of the committee, with the following recommendations:
 1. Annual recognition of employees celebrating 5, 10, 15, 20, 25, 30, etc. employment anniversaries at Commissioners Court.
 2. Allow employees to choose either a plaque or a gift card in recognition of these milestones.
 3. Present the plaques and gift cards at the annual employee luncheon.
4. RECEIVE REPORT FROM CENTRALIZED DISPATCH COMMITTEE.
Kayla Hemperly provided a report on behalf of the committee and stated all participating entities need to appoint a committee member as representative. Commissioners Court will include this on a future agenda.
5. BUDGET WORKSHOP SCHEDULED FOR THURSDAY, JULY 17, 2025.

New Business - Consent Agenda

JUDGE MURPHY NOTED AN ADDENDUM TO ITEM 7 IN THE AMOUNTS OF \$19,331.43 AND \$268,239.68 TO APPEAR ON A FUTURE SCHEDULE OF BILLS. MOTIONED BY

GUYLENE ROBERTSON, SECONDED BY MARK DUBOSE, TO APPROVE THE CONSENT AGENDA AS FOLLOWS: (ALL VOTING YES)

6. APPROVE MINUTES OF PREVIOUS MEETINGS: June 24, 2025 and July 1, 2025
(Regular/Special Sessions)

7. APPROVE SCHEDULES OF BILLS.

DATE	AMOUNT	FUND	CHECK #
6/19/2025	20,302.36	Adult & Juv Probation/Grant	ACH 200/24562/ACH 035/1305/ACH 300/24295 /ACH 010/311229-311233
6/20/2025	1,022.77	General	311234-311235
6/20/2025	149,084.87	General	ACH 4560,4553,4554,4555, 4557,4558,4559,4568,4569,4570,4566,4567
6/20/2025	10,090.69	General	311255-311261
6/24/2025	2,468.47	General	311318-311323
6/24/2025	962.07	General	ACH 4591,4592,453,4594, 4595
6/25/2025	70,875.00	General	ACH 4595
6/26/2025	15,570.00	General	311325
6/30/2025	10,565.41	General	311326-311331
7/1/2025	26,050.59	General	311334-311337
7/1/2025	1,022.77	General	311339-31340
7/1/2025	14,085.47	General	311341-311352
7/1/2025	13,792.29	General	311353-311363
7/1/2025	13,139.38	General	311364-311372
7/3/2025	148,844.91	General	ACH 4598,4606,4607,4608, 4604,4605
7/8/2025	114,243.84	General	311373-311475
TOTAL:	612,120.89		
	Addendum #1	\$19,331.43 to be included on a future schedule of bills	
	Addendum #2	\$268,239.68 to be included on a future schedule of bills	

8. APPROVE ORDER DESIGNATING OUTDATED AND UNLOCATED ASSETS AS

SURPLUS PROPERTY FOR THE PURPOSE OF INVENTORY RECONCILIATION.

The Exhibit reflects various items no longer in use by the Justice of the Peace Precinct 1, the Maintenance Department, and Road & Bridge Precinct 4.

9. RECEIVE AND RECORD PERSONNEL ACTION FORMS SUBMITTED BY ELECTED OFFICIALS SINCE LAST MEETING.
10. APPROVE PERMITS REQUEST FOR PETTY CASH IN THE AMOUNT OF \$75.
11. APPROVE UPDATE TO MASTER STREET ADDRESSING GUIDE.
This update adds Lady Luck Lane, located in Midway Acres, Phase 6, as a false road in Precinct 4. Midway Acres, Phase 6 was approved as a new subdivision April 22, 2025.
12. APPROVE RE-APPOINTMENT OF RACHEL DRAKE TO BURKE BOARD OF TRUSTEES FOR TWO-YEAR TERM BEGINNING SEPTEMBER 1, 2025.
13. RE-APPOINT BRANDON PRESCOTT AS MINORITY REPRESENTATIVE FOR DEEP EAST TEXAS COUNCIL OF GOVERNMENT (DETCOG).
14. APPROVE INTERLOCAL AGREEMENT AND RESOLUTION WITH HIGGINBOTHAM PUBLIC SECTOR GOVERNMENTAL BENEFITS COOPERATIVE.
15. APPROVE RENEWAL OF AGREEMENT WITH SERENITY HOUSE COUNSELING, PLLC, FOR INMATE MENTAL HEALTH SERVICES.

New Business - Regular Agenda

16. 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. JUDGE MURPHY NOTED THERE WERE NO EMERGENCY HIRES. MOTIONED BY GUYLENE ROBERTSON, SECONDED BY MARK DUBOSE, TO APPROVE.
VOTES NO: 0
VOTES YES: 3
VOTES RESULT: CARRIED
 - B. UPDATE TO PERSONNEL MANAGEMENT SYSTEM BOOK I. MOTIONED BY MARK DUBOSE, SECONDED BY GUYLENE ROBERTSON, APPROVAL OF UPDATE TO ADD A CIVIL ASSISTANT DISTRICT ATTORNEY JOB DESCRIPTION AND UPDATE THE JOB INVENTORY LISTING.
VOTES NO: 0
VOTES YES: 3
VOTES RESULT: CARRIED
 - C. APPOINT A COMMITTEE TO INTERVIEW AND SELECT AN APPLICANT TO FILL THE PUBLIC RECORDS OFFICER POSITION. MOTIONED BY MARK DUBOSE, SECONDED BY GUYLENE ROBERTSON, TO APPOINT COMMITTEE MEMBERS FROM DISTRICT ATTORNEY'S OFFICE, HUMAN RESOURCES, AUDITOR, SHERIFF'S DEPT AND COUNTY JUDGE'S OFFICE.
VOTES NO: 0
VOTES YES: 3

VOTES RESULT: CARRIED

17. 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 GUYLENE ROBERTSON, SECONDED BY MARK DUBOSE,
APPROVAL OF REVISIONS #2025-15 AND AND AMENDMENTS #2025-15(A) .
VOTES NO: 0
VOTES YES: 3
VOTES RESULT: CARRIED

18. CONSIDER ANY/ALL NECESSARY ACTION RELATING TO ROAD CLOSURE REQUEST FROM TEXAS DEPARTMENT OF TRANSPORTATION FOR BRIDGE REPLACEMENT ON FM 2610 AT MENARD CREEK.
MOTIONED BY GUYLENE ROBERTSON, SECONDED BY MARK DUBOSE, TO APPROVE TEMPORARY ROAD CLOSURE REQUEST.
VOTES NO: 0
VOTES YES: 3
VOTES RESULT: CARRIED

19. CONSIDER APPROVAL TO AUTHORIZE GOODWIN, LASITER AND STRONG (GLS) TO ADVERTISE FOR ROAD IMPROVEMENT CONSTRUCTION BIDS ON THE GENERAL LAND OFFICE COMMUNITY DEVELOPMENT BLOCK GRANT HOUSING & URBAN DEVELOPMENT MITIGATION PROJECTS, AS FOLLOWS:

A. GENERAL LAND OFFICE CONTRACT NO. 24-065-044-E536
MOTIONED BY GUYLENE ROBERTSON, SECONDED BY MARK DUBOSE,
APPROVAL TO AUTHORIZE ADVERTISEMENT OF BIDS.
VOTES NO: 0
VOTES YES: 3
VOTES RESULT: CARRIED

B. GENERAL LAND OFFICE CONTRACT NO. 24-065-044-E537.
MOTIONED BY MARK DUBOSE, SECONDED BY GUYLENE ROBERTSON,
APPROVAL TO AUTHORIZE ADVERTISING CONSTRUCTION BIDS FOR CONTRACT 24-065-045-E537 (AMENDED CONTRACT NUMBER).
VOTES NO: 0
VOTES YES: 3
VOTES RESULT: CARRIED

20. DISCUSS AND CONSIDER APPROVAL OF REVISED WASTE HAULER PERMIT APPLICATION.
MOTIONED BY MARK DUBOSE, SECONDED BY GUYLENE ROBERTSON, TO APPROVE REVISED APPLICATION.
VOTES NO: 0
VOTES YES: 3
VOTES RESULT: CARRIED

21. DISCUSS AND CONSIDER ADOPTION OF UPDATED ORDER PROHIBITING THE KEEPING OF DANGEROUS WILD ANIMALS, PURSUANT TO CHAPTER 240, LOCAL GOVERNMENT CODE.
MOTIONED BY GUYLENE ROBERTSON, SECONDED BY MARK DUBOSE, TO APPROVE ORDER.
VOTES NO: 0
VOTES YES: 3
VOTES RESULT: CARRIED
22. CONSIDER AND TAKE ANY/ALL NECESSARY ACTION REGARDING THE 2025 HELP AMERICA VOTE ACT (HAVA) ELECTION SECURITY GRANT RESOLUTION, TERMS AND CONDITIONS, AND MATCHING FUND COMMITMENT.
MOTIONED BY MARK DUBOSE, SECONDED BY GUYLENE ROBERTSON, APPROVAL OF RESOLUTION, TERMS & CONDITIONS, AND MATCHING FUNDS IN THE AMOUNT OF \$8,500 TO BE BUDGETED IN THE FY2026 ELECTION EXPENSES LINE ITEM.
VOTES NO: 0
VOTES YES: 3
VOTES RESULT: CARRIED
23. CONSIDER ANY AND ALL NECESSARY ACTION RELATED TO INSTALLATION OF MOBILE RADIOS.
MOTIONED BY MARK DUBOSE, SECONDED BY GUYLENE ROBERTSON, TO APPROVE INSTALLATION BY SAS ACCESSORIES & INSTALLATION IN THE AMOUNT OF \$45,825.
VOTES NO: 0
VOTES YES: 3
VOTES RESULT: CARRIED
24. DISCUSS AND CONSIDER ANY AND ALL NECESSARY ACTION REGARDING BID 2025-22 FOR CONCRETE WORK AT THE MUSEUM.
MOTIONED BY GUYLENE ROBERTSON, SECONDED BY MARK DUBOSE, TO APPROVE BID FROM LILLEY CONSTRUCTION IN THE AMOUNT OF \$78,500.
VOTES NO: 0
VOTES YES: 3
VOTES RESULT: CARRIED
25. DISCUSS AND CONSIDER ANY AND ALL NECESSARY ACTION REGARDING REQUESTS FOR PROPOSALS (RFP) #2025-20.1 FOR VOICE OVER INTERNET PROTOCOL (VOIP) PHONE SYSTEM.
MOTIONED BY MARK DUBOSE, SECONDED BY GUYLENE ROBERTSON, TO SCHEDULE A WORKSHOP ON JULY 17TH AND INVITE THE TOP FOUR SCORING VENDORS TO PRESENT THEIR PROPOSALS TO THE COURT.
VOTES NO: 0
VOTES YES: 3
VOTES RESULT: CARRIED
26. DISCUSS PROPOSED SALARIES, EXPENSES, AND ALLOWANCES OF ELECTED OFFICIALS FOR FY2026.
MOTIONED BY MARK DUBOSE, SECONDED BY GUYLENE ROBERTSON, TO

RESCHEDULE THIS ITEM FOR THE JULY 17 BUDGET WORKSHOP.
VOTES NO: 0
VOTES YES: 3
VOTES RESULT: CARRIED

Adjourn

MOTIONED BY MARK DUBOSE, SECONDED BY GUYLENE ROBERTSON, TO ADJOURN
COURT AT 10:35 A.M.
VOTES NO: 0
VOTES YES: 3
VOTES RESULT: CARRIED

SYDNEY MURPHY, COUNTY JUDGE

ATTEST:

SCHELANA HOCK, COUNTY CLERK

BY: _____
WENDY TIMM, DEPUTY CLERK