

MEETING OF COMMISSIONERS' COURT OF PANOLA COUNTY

TO WHOM IT MAY CONCERN:

PURSUANT TO THE TEXAS OPEN MEETINGS ACT, NOTICE IS HEREBY GIVEN THAT A SPECIAL MEETING OF THE COMMISSIONERS' COURT OF PANOLA COUNTY, TEXAS WILL BE HELD ON THE 23RD DAY OF NOVEMBER, 2009, IN THE COMMISSIONERS' COURTROOM IN THE PANOLA COUNTY COURTHOUSE IN CARTHAGE, TEXAS AT 9:00 O'CLOCK A.M. AT WHICH MEETING THE FOLLOWING SUBJECTS WILL BE DISCUSSED AND THE FOLLOWING MATTERS ACTED UPON:

OPEN MEETING:

1. **CITIZEN COMMENTS:** This is for citizens to comment on any subject not on the current agenda concerning county business. Members of the Court may answer direct questions, but any action from this item must be scheduled on a future agenda.
2. **COMMISSIONERS' REPORT:** These are for informational purposes only. Any action that needs to be taken on the basis of these reports will be placed on a future agenda for action.
3. **COUNTY JUDGE'S REPORT:** This is for informational purposes only. Any action that needs to be taken on the basis of this report will be placed on a future agenda for action.
4. **CONSENT ITEMS:**

PERSONNEL

- a. To record the resignation of Lucy Walton as a Detention Officer with the Panola County Sheriff's Department effective November 14, 2009.
- b. To record the promotion of Karen Naylor to Senior Detention Officer with the Panola County Sheriff's Department effective November 28, 2009 at the rate of \$12.72 per hour.

- c. To record an increase in salary to \$12.00 per hour for the following Detention Officers with the Panola County Sheriff's Department effective November 28, 2009: Natalie Almeida, Kiesha Burchette, Justin Cranford, Chadd Gray, Shakami Manning, Tina Stevenson, Garrett Wallace, Dana Washington, Joyce Wilder, and Eric Roger.
- d. To record the employment of Penny Drake as a Detention Officer with the Panola County Sheriff's Department effective November 28, 2009 at the rate of \$11.00 per hour.
- e. To accept and record the resignation of Tiffany Rabon as Sammy Brown Library Director effective November 16, 2009.
- f. To approve and record the promotion of Debra Godwin from Technical Services Coordinator with the Sammy Brown Library to Director effective November 17, 2009 at the rate of \$32,876 per year.
- g. To approve and record the promotion of Linda Howard from Reference Coordinator with the Sammy Brown Library to Technical Services Coordinator effective November 17, 2009 at the rate of \$28,042 per year.
- h. To record the resignation of Jace Hearnberger as a Detention Officer with the Panola County Sheriff's Department effective November 16, 2009.
- i. To record the employment of Travis Matlock as a Detention Officer Deputy with the Panola County Sheriff's Department effective November 25, 2009 at the rate of \$11.00 per hour.
- j. To record the employment of David Bolton as a Detention Officer with the Panola County Sheriff's Department effective November 29, 2009 at the rate of \$11.00 per hour.

ROAD & BRIDGE

- a. To accept and record a donation of approximately 300 cubic yards of rock from XTO Corporation for use by the Panola County Road and Bridge Department.
- b. To approve and record a request by MarkWest Energy East Texas Gas Company, L.L.C. to cross under Panola County Road #319 with a 12" steel pipe line.
- c. To approve and record a request by Cabot Oil and Gas to cross under Panola County Road #165 with a 4" steel gas line and a 3" poly water line.

MISCELLANEOUS

- a. To record the annual report of the Panola County Historical Commission in

accordance with Local Government Code, Sec. 318.008.

- b. To record copy of 123rd Judicial District Community Supervision and Corrections Department's Minutes of Meeting held October 20, 2009; 123rd Judicial District CSCD Proposed Basic Supervision Budget Adjustment #1 for Fiscal Year 2010; 123rd Judicial District CSCD Proposed Specialized Caseload Sex Offender Budget Adjustment #A1 for Fiscal Year 2010; Attorney General's Office plan to discontinue CSCD Civil Case Supervision; 123rd Judicial District CSCD Proposed Civil Caseload Budget for Fiscal Year 2010; Proposed Amendment to Budget Approval Procedures; and to record written statement containing date, time and place said proposed budget adjustments will be finalized and approved.
- c. To approve and record 2009 Budget Amendment No. 15.
- d. To record Juvenile Probation Department Budget Amendments/Adjustment #1 for Fiscal Year Ending August 31, 2010; and to record written statement containing date, time and place said proposed budget amendment/adjustment will be finalized and approved.
- e. To record American States Insurance Company Continuation Certificate for Panola County Sheriff's Department Reserve Deputy Jeffrey Dickerson.

REQUESTS FOR CONFERENCE ATTENDANCE

- a. To approve and record a Request for Attendance at a Conference form(s) for the following Panola County elected official(s)/employee(s): Panola County Court at Law Court Reporter Karen Scott; Panola County Sheriff's Department Secretary Deputy Heather Green; Panola County Judge David Anderson; and Panola County Extension Agent-FCS Sarah Colley Jones.
5. To approve Road & Bridge requisitions and to approve payment of current Panola County bills as presented on vouchers prepared and submitted by the County Auditor.
6. To open sealed proposals for Financial Management Data Processing Systems. Proposal may be awarded at a future meeting of the Court.
7. To open sealed proposals for Installation and Maintenance of Computers and High-Speed Internet Network Equipment for all County Facilities. Proposal may be awarded at a future meeting of the Court.
8. To open sealed bids for the following items for the Panola County Road and Bridge Department:
- a. Crushed Limestone;
 - b. Bits/holders;
 - c. Road Oil (Cracked Fuel Oil);

- d. Fly Ash/Bottom Ash;
- e. Concrete/Iron Ore;
- f. Gravel;
- g. Corrugated Steel Pipe Culverts;
- h. Polyethylene Corrugated Culverts;
- i. Used Railroad Tank Cars/Flat Cars;
- j. Tractor with Frontend Loader; and
- k. Tractor.

Bids may be awarded at a future meeting of the Court.

- 9. To award sealed bid for Microfilming, Indexing, Re-indexing, Digitizing, Recording, Redaction Services, Re-creation, High Speed Digital Conversion, Computer Hardware, Index Books Re-creation, Full Service Indexing for Land Records and other records purchased for the office of the County and District Clerk. Bids shall also include Importing/linking Previously Filed Images to the Computer and Internet Site, Imaging Retrieval-Internet Service Going Forward, Cashiering/indexing-duplex Prints; Generic Indexing Package/Commissioner's Court Package, Marriage License, Court Minutes, Vital Statistics Software, Scanning Process-Image Retrieval for Microfilm Back-up, Microfilm Conversion to Digital Images, Permalife Paper-24 .Lb Paper with Rounded Corners and Hole Punch to Desired Size of County's Volumes for the Office of County Clerk.
- 10. To discuss and act upon approval of a Maintenance Agreement Addendum between Panola County and ThyssenKrupp Elevator for a one (1) year period commencing January 1, 2010 for the elevator located in the Panola County Courthouse and the elevator located in the Panola County Judicial Center.
- 11. To discuss and act upon approval of a Contract for Services between Panola County and Fire & Safety Equipment for a one (1) year period commencing January 1, 2010.
- 12. To discuss and act upon approval of a 2010 HVAC - Air Filter Maintenance Contract between Panola County and Texas Filter Service, Inc.
- 13. To discuss and act upon approving quote from Advanced Pest Technology for pest control treatment of the original Courthouse, old Detention Center, Probation Offices, Judicial Center, and new Detention Center for a one (1) year period commencing January 1, 2010.
- 14. To discuss and act upon adopting Order #2009-15 creating an appellate judicial system fund to help fund the operations of the Sixth Court of Appeals in accordance with Senate Bill 658.
- 15. To discuss and act upon approving a Seismic Permit Request from BP America Production Company.
- 16. To discuss and act upon appointing Elizabeth Hedges as Chairman of the Panola County Historical Commission to replace Marylee Knight who has resigned.

17. To discuss and act upon approving Panola County's participation in the East Texas Economic Development District and to approve local match funding in accordance with the East Texas Council of Governments guidelines.
18. To discuss and act upon approving an increase in salary to \$14.25 per hour for Lanny Kiper, an Operator with the Panola County Road and Bridge Department, Precinct #4, effective November 24, 2009.
19. To discuss and act upon approving an increase in salary to \$13.05 per hour for Michael Cureton, a Truck Driver with the Panola County Road and Bridge Department, Precinct #1, effective November 24, 2009.
20. To discuss and act upon approving an increase in salary to \$13.61 per hour for David Lawless, a Truck Driver with the Panola County Road and Bridge Department, Precinct #1, effective November 24, 2009.
21. To discuss and act upon approving a Contract for Fire Protection Equipment Inspection Service between Panola County and Mid South Fire Protection, Inc.
22. To discuss and act upon employing Roy Avery as a Truck Driver with the Panola County Road and Bridge Department, Precinct #2, effective upon successful completion of drug test and physical at the rate of \$10.85 per hour.
23. To discuss and act upon adopting an Authorization to Make Optional Contribution to the County's Account in the Subdivision Accumulation Fund (SAF) with the Texas County & District Retirement System.
24. To discuss and act upon approving a Job Proposal from Goodwin Roof Service, LLC to repair leak in roof of Sammy Brown Library. Cost to be shared equally between Panola County and the City of Carthage.

A D J O U R N M E N T

WITNESS THE HAND OF THE UNDERSIGNED CLERK ON THIS THE 19TH DAY
OF NOVEMBER, 2009 AT _____ O'CLOCK P.M.

CLARA JONES, COUNTY CLERK
PANOLA COUNTY, TEXAS
By: _____, Deputy

I, CLARA JONES, CLERK OF THE COMMISSIONERS' COURT OF PANOLA COUNTY, TEXAS DO HEREBY CERTIFY THAT THE ABOVE NOTICE WAS POSTED ON THE OFFICIAL BULLETIN BOARD IN THE PANOLA COUNTY COURTHOUSE IN THE

CITY OF CARTHAGE, TEXAS AND IN A PUBLIC PLACE VISIBLE AT ALL TIMES ON
THE 19TH DAY OF NOVEMBER, 2009 AT _____ O'CLOCK P.M.

CLARA JONES, COUNTY CLERK
PANOLA COUNTY, TEXAS
By: _____, Deputy