



MINUTES for Mitchell County Commissioners' Court  
REGULAR Session  
Monday, December 13, 2021 9:00 a.m.

1. **Call meeting to order**

Commissioners' Court of Mitchell County was called to order by Judge Merrell at 9:00 a.m., in Commissioners' Courtroom, 2<sup>nd</sup> Floor, 349 Oak Street, Colorado City, Texas.

County Judge	Mark Merrell	Present
Precinct 1, Commissioner	Dennis Jones	Absent
Precinct 2, Commissioner	Jeremy Strain	Present
Precinct 3, Commissioner	Jesse Muñoz	Present
Precinct 4, Commissioner	Ricky Bailey	Present

2. **Invocation** was led by Commissioner Strain

**Pledge** was led by Commissioner Muñoz

3. **Public Comment**

George Tyson, citizen, spoke briefly about agenda item #6

Willie Hernandez, citizen, spoke briefly about agenda item #6

**VOTE: NO ACTION**

4. **Discuss Upcoming Mitchell County Christmas Party**

Informational – Judge Merrell

**VOTE: NO ACTION**

5. **Discuss and Approve of Bills**

Approve bills in the total amount of \$ 85,049.14

**MOTION: Made by Commissioner Strain to approve bills as presented.**

**SECOND: Made by Commissioner Bailey**

**VOTE: All in favor. Motion passed.**

**Discuss and Approve of Line Items**

**VOTE: NO ACTION**

6. **Discuss and Possible Action of Poly Lines and Lay Flats being Laid in the Right of Ways**

Informational – Commissioner Bailey

**VOTE: NO ACTION**

7. **Discuss and Possible Action of Auctioning Loraine Manor**

Commissioner Bailey discussed auctioning Loraine Manor which is empty as TDCJ no longer uses the facility. Sterling Bursleson, County Attorney, recommended action to begin process to accept bids.

**MOTION: Made by Commissioner Strain to begin process to accept bids for the sale of Loraine Manor.**

**SECOND: Made by Commissioner Muñoz**

**VOTE: All in favor. Motion passed.**

**8. Discuss and Approve Correction Dates of Year 2022 Holiday Schedule**

Lovida Hamilton, County Judge Assistant, mentioned a couple of erroneous dates on the approved 2022 holiday schedule: September 5<sup>th</sup> instead of 6<sup>th</sup> for Labor Day and October 10<sup>th</sup> instead of 11<sup>th</sup> for Columbus Day.

**MOTION:** Made by Commissioner Muñoz to correct dates presented for 2022 holiday schedule. (A copy of the revised 2022 holiday schedule follows the minutes.)

**SECOND:** Made by Commissioner Strain

**VOTE:** All in favor. Motion passed.

**9. Discuss and Approve of Bonds – Renewal/Appointed Elected Officials**

Judge Merrell presented annually-renewed bonds for Jennifer Rivera, County Treasurer, and six bonds from the Mitchell County taxing entities for Teresa Hughes, newly-appointed tax assessor-collector, for approval.

**MOTION:** Made by Commissioner Strain to approve bonds as presented.

**SECOND:** Made by Commissioner Muñoz

**VOTE:** All in favor. Motion passed.

**10. Discuss and Approve the Removal of Sylvia Clanton's Signature from the First Bank & Trust Bank Accounts and that Lana Vardeman, Deputy Clerk be added to the Signature Cards**

Judge Merrell discussed removing Sylvia Clanton's signature from FB&T bank account and adding Lana Vardeman, along with newly-appointed tax assessor-collector Teresa Hughes.

**MOTION:** Made by Commissioner Strain to approve removing and adding names to FB&T as presented.

**SECOND:** Made by Commissioner Munoz

**VOTE:** All in favor. Motion passed.

**11. Consideration and Adoption of Revised Election Precincts Configurations**

County Attorney Sterling Bureson presented maps and an order adopting new precinct configurations, merging Pct. 25 with Pct. 2 and Pct. 46 with Pct. 4, effective January 1, 2022.

**MOTION:** Made by Commissioner Strain to approve order adopting precinct mergers as presented.

(A copy of executed order adopting precinct mergers follows the minutes.)

**SECOND:** Made by Commissioner Bailey

**VOTE:** All in favor. Motion passed.

**12. Discuss and Approve Monthly Minutes**

Approve minutes from Commissioners' Court Regular/Special meetings for November, 2021

**MOTION:** Made by Commissioner Bailey to approve minutes as presented.

**SECOND:** Made by Commissioner Jones

**VOTE:** All in favor. Motion passed.

**13. Discuss and Approve Monthly Reports**

**MOTION:** Made by Judge Merrell to approve monthly reports as presented.

**SECOND:** Made by Commissioner Jones

**VOTE:** All in favor. Motion passed.

JP 1&4	\$ 29,414.50	District Clerk	\$ 8,057.67
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JP 2&3	\$ 6,409.07	County Clerk Civil	\$ 9,767.00
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Library	\$ 102.90	County Clerk Criminal	\$ 7,525.20
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Other reports: Auditor, Sheriff, and Treasurer – no fees.

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REGULAR Session

Monday, December 13, 2021 9:00 a.m.

14. **Closed Session – The Commissioners Court may convene in public session, but reserves the right to recess into executive session to discuss matters involving pending or contemplated litigation in consultation with attorney and/or personnel pursuant to 551.071, 551.074 and 551.129 (teleconference) Texas Government Code. No action will be taken in executive session.**

**VOTE: NO ACTION**

15. **Adjourn**

Meeting adjourned at 9:44 a.m.

**MOTION: Made by Commissioner Munoz to adjourn.**

**SECOND: Made by Commissioner Strain**

**VOTE: All in favor. Motion passed.**

I, Carla Kern, County Clerk of Mitchell County, Texas, do hereby certify that these Commissioners' Court Minutes are a true and correct record of the proceedings from the meeting on Monday, December 13, 2021.

*Carla Kern*

Carla Kern, County Clerk





MINUTES for Mitchell County Commissioners' Court  
REGULAR Session  
Monday, December 20, 2021 9:00 a.m.

1. **Call meeting to order**

Commissioners' Court of Mitchell County was called to order by Judge Merrell at 9:00 a.m. in the Commissioners' Courtroom, 2<sup>nd</sup> Floor, 349 Oak Street, Colorado City, Texas.

County Judge	Mark Merrell	Present
Precinct 1, Commissioner	Dennis Jones	Present
Precinct 2, Commissioner	Jeremy Strain	Present
Precinct 3, Commissioner	Jesse Muñoz	Present
Precinct 4, Commissioner	Ricky Bailey	Present

2. **Invocation** was led by Commissioner Strain.

**Pledge** was led by Commissioner Bailey.

3. **Public Comment**

**VOTE:** NO ACTION

4. **Discuss and Approve of Bills**

Approve bills in the total amount of \$ 81,862.67.

**MOTION:** Made by Commissioner Bailey to approve bills as presented.

**SECOND:** Made by Commissioner Muñoz.

**VOTE:** All in favor. Motion passed.

**Discuss and Approve of Line Items**

**MOTION:** Made by Commissioner Strain to approve line item transfers as presented. (A copy of the line item transfers follow the minutes.)

**SECOND:** Made by Commissioner Jones

**VOTE:** All in favor. Motion passed.

5. **Discuss and Approve Budget Amendment(s)**

**MOTION:** Made by Strain to approve budget amendments as presented.

(A copy of the budget amendment follows the minutes.)

**SECOND:** Made by Commissioner Muñoz

**VOTE:** All in favor. Motion passed.

6. **Discuss and Approve DebtBook Software Agreement**

County Auditor Heidi Harris presented an agreement with DebtBook Software for consideration. The software, GASB 87, will be used for all equipment leases. Cost is \$1,500 for setting up the software and \$5,000 per year. Due to new laws, the county's two options are: purchase the software or hire an outside CPA to perform the services.

**MOTION:** Made by Commissioner Muñoz to approve agreement with changes suggested by County Attorney.

**SECOND:** Made by Commissioner Strain

**VOTE:** All in favor. Motion passed.

7. **Discuss Proposed Housing Development Incentive**

Ty Wood, attorney, presented the idea of a housing development incentive paying developers a percentage of the cost based on the square footage of the house being built. The city's Economic Development Corporation is pursuing the incentive and is requesting the county be open to the same incentive. Wood said no new houses have been built here since 2014. All commissioners expressed support for the program.

**INFORMATIONAL NO ACTION**

8. **Discuss and Approve Letter of Resignation of Mitchell County Librarian**

Library Director Maggie Bootman will be moving to take a job in the Davis Mountains State Park. Her last day is Tuesday, December 21, 2021.

**MOTION: Made by Commissioner Strain to accept Bootman's resignation.**

**SECOND: Made by Commissioner Muñoz**

**VOTE: All in favor. Motion passed.**

9. **Discuss and Approve Declaring JP 1 & 4 Constable Position Dormant**

**MOTION: Made by Commissioner Strain to make the position dormant.**

**SECOND: Made by Commissioner Bailey**

**VOTE: All in favor. Motion passed.**

10. **Discuss Possible Revocation of Road Boring Permit Granted to 3 Span Oil and Gas on County RD 458**

Landowners have been unhappy, as terms of the agreement were violated. Per Commissioner Bailey, a letter was sent to the company and all conditions are now being followed.

**INFORMATIONAL NO ACTION**

11. **Closed Session – The Commissioners Court may convene in public session, but reserves the right to recess into executive session to discuss matters involving pending or contemplated litigation in consultation with attorney and/or personnel pursuant to 551.071, 551.074 and 551.129 (teleconference) Texas Government Code. No action will be taken in executive session.**

No closed session.

12. **Adjourn**

Meeting adjourned at 10:09 a.m.

**MOTION: Made by Judge Merrell to adjourn.**

**SECOND: Made by Commissioner Muñoz.**

**VOTE: All in favor. Motion passed.**

I, Carla Kern, County Clerk of Mitchell County, Texas, do hereby certify that these Commissioners' Court Minutes are a true and correct record of the proceedings from the meeting on Monday, December 20, 2021.

  
Carla Kern, County Clerk

