

**STATE OF TEXAS
COUNTY OF BROWN**

The Brown County Commissioners Court convened in a Special Session on September 14, 2020 at 9:00 A.M. in the Commissioner's Courtroom, at the Brown County Courthouse, 200 South Broadway St., Brownwood, Texas.

1. Declare a Quorum and Call Meeting to Order

Judge Lilly declared a Quorum and called the meeting to order.

Members of the Court present were:

DR. PAUL LILLY	COUNTY JUDGE
GARY WORLEY	COMMISSIONER, PRECINCT NO. 1
JOEL KELTON	COMMISSIONER, PRECINCT NO. 2
WAYNE SHAW	COMMISSIONER, PRECINCT NO. 3
LARRY TRAWEEK	COMMISSIONER, PRECINCT NO. 4

Also present:

SHARON FERGUSON	COUNTY CLERK
JENNIFER ROBISON	COUNTY AUDITOR
SHANE BRITTON	COUNTY ATTORNEY
T'ANNA MCCLURE	COMMISSIONERS EXECUTIVE ADMINISTRATIVE ASSISTANT

2. Prayer

Sr. Chaplain Dave Fair led the Court in the invocation.

3. Citizens Comments

(All speakers will be required to adhere to the rules of procedure, conduct and decorum adopted by the Court on August 12, 2019. Any disruptive, abusive, obscene, or disrespectful behavior will be terminated immediately.)

There were no citizen comments.

4. Consideration and approval of minutes from the August 31, 2020 meeting.

Commissioner Kelton moved that the minutes of the August 31, 2020 meeting be approved, as presented by County Clerk Sharon Ferguson. Commissioner Shaw seconded the motion and the Court voted 5-0 to approve.

5. Consideration and approval of any Treasurer's/Auditor's Report.

The September 14, 2020 Combined Statement Of Cash Position was presented by County Treasurer Ann Krpoun, for filing. [\(Exhibit #1\)](#)

The Total Of Funds Under The Care & Custody Of Brown County Treasurer And Auditor's Report for August, 2020 was approved after a motion by Commissioner Worley and a second by Commissioner Shaw. The Court voted 5-0 to approve. An Affidavit, with the Report attached, was signed and prepared for publication, according to Section 114.026 of the Texas Local Government Code. [\(Exhibit #2\)](#)

6. Consideration and approval of payment of any bills needed.

Commissioner Shaw moved that the claims, as presented by County Auditor Jennifer Robison, be paid. Commissioner Traweek seconded the motion and the Court voted 5-0 to approve. ([Exhibit #3](#))

7. Consideration and approval of all appropriate action regarding the following:

A. Mr. Joel Kelton, Commissioner Pct. 2-Consideration and possible approval of action regarding burn ban.

After discussion, Commissioner Kelton moved that the Court lift the burn ban. Commissioner Worley seconded the motion and the Court voted 5-0 to approve.

B. Lisa Dick, Administrator, Brownwood-Brown County Health Department-Update on COVID19 response and County health initiatives (Spon CJ).

After an update, from Lisa Dick, Administrator of the Brownwood Brown County Health Department, concerning the COVID-19 outbreak, no action was taken.

C. Sharon Ferguson, County Clerk-Public Hearing on preservation and restoration of the County Clerk's Records Archive (Spon CJ).

Judge Lilly opened the public hearing on the preservation and restoration of the County Clerk's Archive Plan and asked for questions or comments, from the audience. There were none. Judge Lilly closed the public hearing.

D. Sharon Ferguson, County Clerk-Consideration and possible approval of County Clerk's Records Archival Plan/Fee (Spon CJ).

After discussion, Commissioner Kelton moved that the Court sign an Order to adopt the County Clerk's Records Archival Plan/Fee, as presented by County Clerk Sharon Ferguson. Commissioner Shaw seconded the motion and the Court voted 5-0 to approve. [\(Exhibit #4\)](#)

E. Cheryl Jones, District Clerk-Public Hearing on preservation and restoration of the District Clerk's Records Archive (Spon CJ).

Judge Lilly opened the public hearing on the preservation and restoration of the District Clerk's Archive Plan and asked for questions or comments, from the audience. There were none. Judge Lilly closed the public meeting.

F. Cheryl Jones, District Clerk-Consideration and possible approval of District Clerk Records Archival Plan/Fee (Spon CJ).

After discussion, Commissioner Worley moved that the Court sign an Order to adopt the District Clerk's Records Archival Plan/Fee, as presented by District Clerk Cheryl Jones. Commissioner Traweek seconded the motion and the Court voted 5-0 to approve. [\(Exhibit #5\)](#)

G. Vance Hill, Sheriff-Consideration and possible approval of action regarding personnel changes (Spon CJ).

After discussion, with Chief Deputy Sheriff James Stroope, Commissioner Kelton moved that the following personnel salaries be approved at the Sheriff's Department:

Danielle Ketter/transferring from Jail Visitation Part Time to Commissary Part Time/effective 08-31-2020

David Manolof/Jail Commissary Part Time/discontinued effective 04-30-2020 [\(Exhibit #6\)](#)

Brady Wade/Jail Visitation Part Time/employed effective 08-31-2020

Danielle Keeter/transferred from Jail Visitation Part Time to Commissary Part Time effective 01-22-2020 [\(Exhibit #7\)](#)

Michelle Banda/Jailer/employed effective 09-14-2020

Amanda Pace/Jailer/discontinued effective 09-02-2020 [\(Exhibit #8\)](#)

Commissioner Shaw seconded the motion and the Court voted 5-0 to approve.

H. Vance Hill, Sheriff-Consideration and possible approval of action regarding the acceptance of donation(s) to the Sheriff's Office (Spon CJ).

After discussion, with Chief Deputy Sheriff James Stroope, Commissioner Worley moved that the Court authorize the Sheriff's Department to accept a \$400.00 anonymous donation that is to be used to purchase game cameras. Commissioner Traweek seconded the motion and the Court voted 5-0 to approve.

I. Vance Hill, Sheriff-Consideration and possible approval of action regarding the granting of permission for the Sheriff to enter into a contract with Comanche County Texas to house inmates (Spon CJ).

After discussion, with Chief Deputy Sheriff James Stroope, Commissioner Worley moved that the Court approve an Interlocal Cooperation Agreement between Comanche County, Texas and Brown County, Texas for housing inmates. Judge Lilly seconded the motion and the Court voted 5-0 to approve. [\(Exhibit #9\)](#)

The Texas Commission On Jail Standards Jail Population Report was presented by the Sheriff's Department, for filing. [\(Exhibit #10\)](#)

J. Judy Brownlee, Brown County Child Welfare Board-Consideration and possible approval of appointment/reappointment of board member(s) (Spon CJ).

Commissioner Worley moved that the Court approve the appointment of Kelli Lenzi, as a representative of the Brown County Child Welfare Board. Commissioner Kelton seconded the motion and the Court voted 5-0 to approve.

K. Larry Franks, Election Administrator-Consideration and possible approval of action regarding the purchase of replacement Absentee Request and Mail Ballot Management System (Spon CJ).

After discussion, with Elections Administrator Larry Franks, Commissioner Kelton moved that the Court authorize the purchase of a complete absentee request and ballot management solution designed specifically for Texas election administrators, from VRSYSTEMS. This is a proprietary Software-as-a-Service program, hosted on servers managed by VRS. The STAR Initial License is \$3,000.00 and will be paid for using COVID Grant Funds. STAR Annual Support & Maintenance Fee is \$2,500.00 annually, beginning next year. Commissioner Traweek seconded the motion and the Court voted 5-0 to approve. ([Exhibit #11](#))

L. Paul Lilly, County Judge-Sharing information with the Commissioners Court regarding the purchase of second chair for the Metal Detector Entrance Counter (Spon CJ).

Judge Lilly informed the Court that a second chair has been ordered for use at the Metal Detector Entrance Counter at the Courthouse.

M. Jennifer Robison, County Auditor-Consideration and possible action regarding capital lease and/or certificates of obligation for radio upgrades and infrastructure (Spon Pct 1)

After discussion, with Brown County Auditor Jennifer Robison, Larry Brown, LCRA Legal Counsel, Emergency Management Coordinator Darrell Johnston, and Grant Coordinator Bob Contreras, Commissioner Worley moved that the Court use a capital lease to finance the Brown County Financial Investment Emergency Communications equipment upgrade. Commissioner Shaw seconded the motion and the Court voted 5-0 to approve. [\(Exhibit #12\)](#)

After discussion, Commissioner Kelton moved that the Court authorize Brown County Auditor Jennifer Robison to research financing options for funding repairs to be made to County Precinct roads and for courthouse repairs. Commissioner Shaw seconded the motion and the Court voted 5-0 to approve.

N. Mr. Joel Kelton, Commissioner Pct. 2-Open bids for concrete work on CR 411.

Commissioner Kelton opened the only bid received, for concrete work on County Road #411, in Precinct #2. The bid was from Ribble Concrete & Land Construction, LLC.

O. Mr. Joel Kelton, Commissioner Pct. 2-Consideration and possible approval to accept bid for concrete work on CR 411.

After discussion, Commissioner Kelton moved that the Court accept the bid, from Ribble Concrete & Land Construction, LLC, for concrete work to be done on County Road #411, in Precinct #2. Commissioner Worley seconded the motion and the Court voted 5-0 to approve.

[\(Exhibit #13\)](#)

8. Adjournment

Judge Lilly adjourned the Brown County Commissioners Court at 10:05 A.M.

Agenda items may be considered, deliberated, and/or acted upon in a different order than set forth above. The Brown County Commissioners Court reserves the right to discuss any above items in executive (closed) session whenever permitted by the Texas Open Meeting Act.

Submitted on the _____ day of _____, 2020.

COUNTY JUDGE

COMMISSIONER, PRECINCT NO. 1

COMMISSIONER, PRECINCT NO. 2

COMMISSIONER, PRECINCT NO. 3

COMMISSIONER, PRECINCT NO. 4



I, Sharon Ferguson, Brown County Clerk, attest that the foregoing is a true and accurate accounting of the Commissioners Court's authorized proceedings for September 14, 2020.

**SHARON FERGUSON, County Clerk and Ex-Officio Member
Clerk of Commissioner's Court, Brown County, Texas**