

**STATE OF TEXAS  
COUNTY OF BROWN**

**The Brown County Commissioners Court convened in a Special meeting on February 27, 2023, at 1:30 P.M. in the Commissioner's Courtroom, at the Brown County Courthouse, 200 South Broadway St., Brownwood, Texas.**

**I. DECLARE A QUORUM AND CALL MEETING TO ORDER**

**The meeting is recorded and can be found on the Brown County Texas website.**

**Judge Pro-Tem Kelton declared a Quorum and called the meeting to order. Members of the Court present were:**

<b>SHANE BRITTON</b>	<b>absent</b>	<b>COUNTY JUDGE</b>
<b>GARY WORLEY</b>	<b>absent</b>	<b>COMMISSIONER, PRECINCT NO. 1</b>
<b>JOEL KELTON</b>		<b>COMMISSIONER, PRECINCT NO. 2</b>
<b>WAYNE SHAW</b>		<b>COMMISSIONER, PRECINCT NO. 3</b>
<b>LARRY TRAWEEK</b>		<b>COMMISSIONER, PRECINCT NO. 4</b>

**Also present:**

<b>SHARON FERGUSON</b>	<b>COUNTY CLERK</b>
<b>JOSIE CONTRERAS</b>	<b>ASSISTANT COUNTY AUDITOR</b>
<b>JENNIFER BROUGHTON</b>	<b>COUNTY ATTORNEY</b>

**II. PRAYER**

**Doug Hurt, Justice of the Peace Precinct #1, led the Court in the invocation.**

### **III. 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. All Presentation are subject to a five (5) minute time limit. Multiple person groups will be limited to one speaker.**

**There were no citizen comments.**

### **IV. CONSENT AGENDA**

**The consent agenda includes non-controversial and routine matters that the court may act on in one single vote. The County Judge or any Commissioner may pull any item from the Consent Agenda in order to discuss and act upon it as a part of the Regular Agenda.**

**A. Approval of the Agenda Minutes from the previous meeting held on 02/21/2023.**

**Commissioner Shaw moved that the minutes from the February 21, 2023, Commissioner's Court meeting be approved. Commissioner Traweek seconded the motion and the Court voted 3-0 to approve.**

**B. Acceptance of Treasurer's/Auditor's Report.  
Cash Position Statement ([Exhibit #1](#))**

**C. Approval of recommendation regarding burn ban.**

**The burn ban remains lifted.**

**D. Approval of Treasurer's/Auditor's recommendation on payment of bills. [\(Exhibit #2\)](#)**

**Commissioner Traweek moved that the Court approve the claims, as presented. Commissioner Shaw seconded the motion and the Court voted 3-0 to approve.**

**E. Approval of action regarding application to install a private line on CR 334 by Atmos Energy Corp. [\(Exhibit #3\)](#)**

**Commissioner Shaw moved that an application to install a private line on County Road #334, in Precinct #3, be approved; subject to Brown County specifications. Commissioner Traweek seconded the motion and the Court voted 3-0 to approve.**

**V. EMPLOYEE CHANGES:**

**A. Consideration and possible approval of action regarding appointing Brenda Arp as the new Elections Administrator effective April 1, 2023.**

**Commissioner Shaw moved that the Court approve the appointment of Brenda Arp, as the new Elections Administrator, effective April 1, 2023, subject to clarification of the salary. Commissioner Traweek seconded the motion and the Court voted 3-0 to approve. Current Elections Administrator Larry Franks announced his retirement effective March 31, 2023.**

**VI. BUSINESS TO BE DISCUSSED AND CONSIDERED FOR APPROVAL:**

**A. Consideration and possible approval of action regarding the local funeral homes fees.**

**After discussion, with Doug Hurt, Justice of the Peace Precinct #1, Commissioner Traweek moved that the Court approve new Local Funeral Home Fees as described in Exhibit #4. Commissioner Shaw seconded the motion and the Court voted 3-0 to approve. ([Exhibit #4](#))**

**B. Consideration and possible approval of action regarding Pleasant Valley Ranches Plat to be presented by Levi Craft and Nick Taylor.**

**After discussion, with Levi Craft, Commissioner Kelton moved that the Court approve the Pleasant Valley Ranches Plat, in Precinct #2. Commissioner Shaw seconded the motion and the Court voted 3-0 to approve. ([Exhibit #5](#))**

**C. Consideration and possible approval of action regarding authorization to purchase equipment for Sheriff's Department.**

**After discussion, with Sheriff Vance Hill, Commissioner Traweek moved that the Court authorize the Sheriff's Department to purchase additional cameras, for the Jail. They will be purchased, from Guardian Security Solutions, LC, for a purchase price of \$30,590.25, to be paid from the Sheriff's Inmate Commissary Fund.**

**Commissioner Shaw seconded the motion and the Court voted 3-0 to approve. ([Exhibit #6](#))**

- D. Consideration and possible approval of agreement for the payment of \$5297.50 with Top Cut Lawn for landscaping work at the Law Enforcement Center.**

**No action.**

- E. Open sealed bids for 2021 or newer single-wheelbase crew cab diesel pickup.**

**Judge Pro-Tem Kelton opened one sealed bid, for a 2021 or newer single-wheelbase crew cab diesel pickup for use in Precinct #3. The bid was from Wildfire Truck Sales. ([Exhibit #7](#))**

- F. Approve purchase of 2021 or newer single-wheelbase crew cab diesel pickup.**

**Commissioner Shaw moved that the Court accept the one sealed bid, for a 2021 Ford F350 single-wheelbase crew cab diesel pickup for use in Precinct #3. The purchase price is \$52,000.00. Commissioner Traweck seconded the motion and the Court voted 3-0 to approve. ([Exhibit #7](#))**

**G. Consideration and possible approval of action regarding authorization of advertisement for bids for a bank depository.**

**After discussion, with County Treasurer Ann Krpoun, Commissioner Shaw moved that the Court approve for the County to advertise for bids for the County Bank Depository. Commissioner Traweek seconded the motion and the Court voted 3-0 to approve. ([Exhibit #8](#))**

## **VII. TOUR OF BROWN COUNTY MUSEUM OF HISTORY**

**Commissioners Court will temporarily recess and reconvene at the Brown County Museum of History for a short tour and to inspect the facility. Following the tour, the Commissioners Court will reconvene at the Brown County Courthouse.**

**Commissioner Pro-Tem Kelton recessed the Special Session at 1:54 P.M. for a short tour and inspection of the Brown County Museum Of History (Old Jail).**

**Commissioner Pro-Tem Kelton called the Special Session back to order at 2:50 P.M. in the Commissioners Courtroom.**

**Discussion regarding needed repairs and possible approval of action regarding repairs for the Brown County Museum of History. No action was taken. ([Exhibit #9](#))**

## **VIII. ADJOURNMENT**

**Judge Pro-Tem Kelton adjourned the Brown County Commissioners Court at 2:51 P.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 Meetings Act.**

Submitted on the \_\_\_\_\_ day of \_\_\_\_\_, 2023.

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**COUNTY JUDGE**

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**COMMISSIONER, PRECINCT NO. 1**

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**COMMISSIONER, PRECINCT NO. 2**

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**COMMISSIONER, PRECINCT NO. 3**

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**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 **February 27, 2023.**

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