

**STATE OF TEXAS  
COUNTY OF BROWN**

**The Brown County Commissioners Court convened in a Special meeting on February 24, 2025, at 9:00 A.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 Britton declared a Quorum and called the meeting to order.**

**Members of the Court present were:**

**SHANE BRITTON  
KIRK CHASTAIN  
JOEL KELTON  
DAVID REID  
LARRY TRAWEEK**

**COUNTY JUDGE  
COMMISSIONER, PRECINCT NO. 1  
COMMISSIONER, PRECINCT NO. 2  
COMMISSIONER, PRECINCT NO. 3  
COMMISSIONER, PRECINCT NO. 4**

**Also present:**

**SHARON FERGUSON  
JOSIE CONTRERAS  
JENNIFER BROUGHTON**

**COUNTY CLERK  
ASSISTANT COUNTY AUDITOR  
COUNTY ATTORNEY**

**II. PRAYER**

**Lance Havens, Assistant Pastor of Austin Avenue Church of Christ, 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 Presentations are subject to a (5) minute time limit. Multiple person groups will be limited to one speaker.**

### **IV. MINUTES OF MEETINGS:**

**A. Approval of the agenda minutes from the previous meeting(s) held on 02/10/2025.**

**Commissioner Kelton moved that the minutes of February 3, 2025, and the minutes of the February 10, 2025, Commissioners Court meetings be approved, as presented by County Clerk Sharon Ferguson. Commissioner Reid seconded the motion, and the Court voted unanimously to approve.**

### **V. TREASURER'S AND AUDITOR'S REPORT**

**A. Acceptance of Treasurer's/Auditor's Report.**

**The February 24, 2025, Combined Statement Of Cash Position was presented by the Brown County Treasurer's Office, for filing.**

**[\(Exhibit #1\)](#)**

**VI. BURN BAN: Consider and take appropriate action to reinstate a county-wide burn ban.**

**After discussion, no action was taken. The burn ban remains in effect.**

**VII. EMPLOYEE CHANGES:**

**A. Elections Office**

**Commissioner Chastain moved that the Court approve the following personnel and salary changes in the Elections Office:**

**Justin Smith/Voter Registrar Clerk/part time  
employed, effective 02-24-2025 and  
to be paid \$14.50 per hour**

**Jim Cornelius/Voter Registrar Clerk/part time  
discontinued, effective December 2024 ([Exhibit #2](#))**

**Commissioner Reid seconded the motion, and the Court voted 5-0 to approve.**

**B. Sheriff's Department**

**Commissioner Kelton moved that the Court approve the following personnel and salary changes in the Sheriff's Department:**

**Lesli Tucker/Jailer/employed**

**effective 02-10-2025**

**moving from PT Kitchen Jailer to Full Time Floor Jailer**

**Marisa Davis/Jailer/discontinued Full Time**

**effective 02-06-2025 ([Exhibit #3](#))**

**Amanda Harell/Jailer/employed/part time**

**effective 02-04-2025**

**Lesli Tucker/Jailer/discontinued PT and moved to FT**

**effective 02-10-2025 ([Exhibit #4](#))**

**These salaries are paid from Commissary Funds. Commissioner Traweek seconded the motion, and the Court voted 5-0 to approve.**

**VIII. RESOLUTIONS AND PRESENTATIONS:**

**A. Notice of May 3, 2025, Political Subdivisions Elections.**

**Presented by the Elections Office.**

**A Notice Of General Election For Other Political Subdivisions, to be held May 3, 2025, was filed by Elections Administrator Brenda Arp. ([Exhibit #5](#))**

**IX. PUBLIC HEARINGS:**

**None.**

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

- A. Consideration and possible approval of Tyler Technology Contract Amendment to include Vital Statistics. Presented by Sharon Ferguson.**

**After discussion, no action was taken.**

- B. Consideration and possible approval to purchase a Caterpillar Model 140 SW Motor Grader from Warren CAT that has been bid through the Sourcewell Co-op. Presented by Commissioner Kirk Chastain.**

**Commissioner Chastain moved that the Court authorize him to trade in a 1987 Caterpillar and a 2004 Caterpillar and purchase a new Caterpillar Motor Grader from Warren Cat. The cost of the 2025 new Caterpillar Motor Grader is \$283,222.95, less trade in of the two outdated ones of \$52,000.00, for a total of \$231,222.95 to be paid from Precinct #1 funds. Commissioner Traweek seconded the motion, and the Court voted 5-0 to approve. ([Exhibit #6](#))**

- C. Consideration and possible action for an Application to Install a Private Line on Franke St. by the City of Brownwood. Presented by Commissioner Kirk Chastain.**

**Commissioner Chastain moved that an application, made by the City of Brownwood to install a buried sewer line within the right-of-way of Frankie Street, in Precinct #1, be approved; subject to Brown County specifications for cutting a road. Commissioner Reid seconded the motion, and the Court voted 5-0 to approve. ([Exhibit #7](#))**

**D. Consideration and possible action for an Application to Install a Private Line on CR 495 by Brookesmith SUD. Presented by Commissioner Joel Kelton.**

**Commissioner Kelton moved that an application, made by Brookesmith SUD to install a buried water line within the right-of-way of County Road #495, in Precinct #2, be approved; subject to Brown County specifications for boring a road. Commissioner Reid seconded the motion, and the Court voted 5-0 to approve. ([Exhibit #8](#))**

**E. Consideration and possible action for an Application to Install a Prive Line on CR 563 by Bookesmith SUD. Presented by Commissioner Joel Kelton.**

**Commissioner Kelton moved that an application, made by Brookesmith SUD to install a buried water line within the right-of-way of County Road #563, in Precinct #2, be approved; subject to Brown County specifications for boring a road. Commissioner Chastain seconded the motion, and the Court voted 5-0 to approve. ([Exhibit #9](#))**

**F. Consideration and possible approval of Hart Intercivic upgrade the County voting machines. Presented by Elections Administrator Brenda Arp.**

**After discussion with Elections Administrator Brenda Arp, Commissioner Kelton moved that the Court authorize Mrs. Arp an expenditure up to \$5,000.00, from HAVA Funds, to be used for upgrading the Brown County voting machines. Commissioner Chastain second the motion and the Court voted 5-0 to approve. ([Exhibit #10](#))**

**G. Consideration and possible approval of a replat of the Woodridge Estates. Presented by Ray West.**

**After discussion, with Ray West, Commissioner Kelton moved that the Court approve the filing of a replat of the Woodbridge Estates. The Woodbridge Estates will be renamed The Point. Commissioner Traweek seconded the motion, and the Court voted 5-0 to approve.**

**(Exhibit #11)**

**Judge Britton recessed the Special Session at 9:51 a.m. to convene into Executive Session.**

**EXECUTIVE SESSION: The Commissioners' Court may convene into closed executive session in the Commissioners' Courtroom, pursuant to Section 551.071 and 551.0724 of the Texas Government Code and may discuss the following:**

**Item 1: Discussion with Attorney and Deliberation Regarding Real Property. "See Item H."**

**Judge Britton called the Special Session back to order at 10:55 a.m.**

**H. Consideration and approval of an addendum to the lease agreement for the Juvenile Justice Center.**

**Commissioner Chastain moved that the Court approve a request, from Rite of Passage The Oaks Academy for an addendum, to be revisited in 6 months, to the lease agreement for the Juvenile Justice Center. Commissioner Kelton seconded the motion, and the Court voted 5-0 to approve. [\(Exhibit #12\)](#)**

**XI. FINANCIAL**

**A. Payment of bills.**

**Commissioner Traweek moved that the claims, as presented by Brown County Assistant Auditor Josie Contreras, be paid. Commissioner Reid seconded the motion, and the Court voted 5-0 to approve.**

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

**XI1. ADJOURNMENT**

**Judge Britton adjourned the Brown County Commissioners' Court at 11:00 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 Meetings Act.**

Submitted on the \_\_\_\_\_ day of \_\_\_\_\_, 2025.

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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 24, 2025.**

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