

**STATE OF TEXAS
COUNTY OF BROWN**

The Brown County Commissioners Court convened in a Regular meeting on May 5, 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	COUNTY JUDGE
KIRK CHASTAIN	COMMISSIONER, PRECINCT NO. 1
JOEL KELTON	COMMISSIONER, PRECINCT NO. 2
DAVID REID	COMMISSIONER, PRECINCT NO. 3
LARRY TRAWEEK	COMMISSIONER, PRECINCT NO. 4

Also present:

SHARON FERGUSON	COUNTY CLERK
JENNIFER ROBISON	COUNTY AUDITOR
JENNIFER BROUGHTON	COUNTY ATTORNEY (absent)

II. PRAYER

Dennis Hall, Pastor of The Cowboy Church, Brownwood, Texas, 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.

None.

IV. MINUTES OF MEETINGS:

A. Approval of the agenda minutes from the previous meeting(s) held on 04/21/2025.

Commissioner Kelton moved that the minutes of April 21, 2025, Commissioners Court meeting 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 May 5, 2025, Combined Statement Of Cash Position was presented by the Brown County Treasurer's Office, for filing.

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

The Total Of Funds Under The Care & Custody Of Brown County Treasurer And Auditor's Report For April 2025 was approved after a motion by Commissioner Kelton and a second by Commissioner Traweek. 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. [\(Exhibit #2\)](#)

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 lifted.

VII. EMPLOYEE CHANGES:

A. County Extension Office.

Judge Britton moved that the Court approve the following personnel change and salary in the Brown County Ag Extension Office:

Rachel Howell/Office Manager/employed

effective 04-28-2025

Misty Fuqua/Office Manager/discontinued

effective 03-31-2025 [\(Exhibit #3\)](#)

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

B. District Attorney's Office.

Judge Britton moved that the Court approve the following personnel changes and salaries in the District Attorney's Office:

Ernesto Gamez/Assistant D.A./employed

effective 06-01-2025 ([Exhibit #4](#))

Jordan Ketter/Assistant D.A./employed part-time and to

be paid with SB 22 monies effective July 2025 ([Exhibit #5](#))

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

VIII. RESOLUTIONS AND PRESENTATIONS:

None.

IX. PUBLIC HEARINGS:

None.

X. BUSINESS TO BE DISCUSSED AND CONSIDERED FOR APPROVAL:

A. Discussion and possible approval of the County Judge to sign the Unclaimed Capital Credits for Brown County.

Commissioner Kelton moved that the Court authorize Judge Britton to sign and submit the form requesting Unclaimed Property Capital Credits For Counties. Commissioner Reid seconded the motion, and the Court voted 5-0 to approve. ([Exhibit #6](#))

B. Consideration and possible approval of the Brown County Americans with Disabilities Act Transition Plan. Presented by Stephanie Upfold, ADA Coordinator.

After discussion with ADA Coordinator Stephanie Upfold, Commissioner Kelton moved that the Court approve the Brown County Texas ADA Transition Plan. Commissioner Chastain seconded the motion, and the Court voted 5-0 to approve. ([Exhibit #7](#))

C. Discussion on possible action to update the Road Use Agreement and Bond with Bahia Pipeline LLC. Presented by Precinct 2 Commissioner, Joel Kelton.

No action.

D. Discussion and possible action to approve a request from Brown County Water Improvement District regarding Pedestrian Crosswalk signs at Lake Dam. Presented by Precinct 2 Commissioner, Joel Kelton.

After discussion, with John Allen, General Manager of the Brown County Water Improvement District, Commissioner Kelton moved that the Court approve pedestrian crosswalk signs at Lake Dam. Commissioner Chastain seconded the motion, and the Court voted 5-0 to approve. ([Exhibit #8](#))

E. Discussion and possible action to approve renewal of NACO membership. Presented by Precinct 2 Commissioner, Joel Kelton.

After discussion, Commissioner Kelton moved that the Court approve the County's renewal of the NACO membership, for \$762.00. Commissioner Chastain seconded the motion, and the Court voted 5-0 to approve.

F. Discussion and possible action to employ a full-time Deputy/Road Boss. Presented by Precinct 1 Commissioner, Kirk Chastain.

After discussion with Sheriff Vance Hill, no action was taken.

G. Discussion with Chief Appraiser, Brett McKibben regarding the 2025 Appraisal Roll estimates.

After discussion with Chief Appraiser Brett McKibben, no action was taken.

H. Discussion and possible action to appoint a Brown County Rabies authority. Presented by County Judge, Shane Britton.

Commissioner Kelton moved that the Court re-appoint the Brown County Sheriff's Office as the Local Rabies Control Authority for the unincorporated areas of Brown County. Commissioner Reid seconded the motion, and the Court voted 5-0 to approve. [\(Exhibit #9\)](#)

- I. **Discussion and possible action regarding City of Brownwood Invoice relating to the Health Department. Presented by the Auditors Office.**

After discussion, with Lisa Dick, Senior Citizens and Health Director, no action was taken.

XI. FINANCIAL

- A. **Payment of bills.**

Commissioner Chastain moved that the claims, as presented by Brown County Auditor Jennifer Robison, be paid. Commissioner Reid seconded the motion, and the Court voted 5-0 to approve.

[\(Exhibit #10\)](#)

XII. ADJOURNMENT

Judge Britton adjourned the Brown County Commissioners' Court at 10:37 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.

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 May 5, 2025.

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