

**NOTICE OF THE MEETING OF THE
COMMISSIONERS COURT OF BROWN COUNTY, TEXAS**

Notice is hereby given that a special meeting of the above named Court shall be held at 9:00 a.m. on May 18th, 2020, in the COMMISSIONERS' COURTROOM, at the Brown County Courthouse, 200 South Broadway St., Brownwood Texas, 76801 and shall continue thereafter until such business of the Court has been completed in accordance with Article 81.005 of the Local Government Code of the State of Texas. The following items of business will be discussed, to-wit:

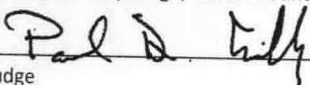
1. Declare a Quorum and Call Meeting to Order
2. Prayer
3. Citizen Comments
(All speakers will be required to adhere to the rules of procedure, conduct and decorum adopted by the Court on August 12, 2019. Any disruptive, abusive, obscene, or disrespectful behavior will be terminated immediately.)
4. Consideration and approval of minutes of May 11th, 2020.
5. Consideration and approval of any Treasurer's/Auditor's Report.
6. Consideration and approval of payment of any bills needed
7. Consideration and approval of all appropriate action regarding the following:
 - A. Judge Stephen Ellis, 35th Judicial Court -- Discussion and possible action regarding action items needed for the courthouse to accommodate non-jury and jury judicial proceedings (spon cj);
 - B. Judge Stephen Ellis, 35th Judicial Court -- Discussion and possible designation of alternative court sites such as the Brownwood Coliseum or other locations for jury trials due to COVID-19. Discussion of potential agreements regarding the use of such alternative sites (spon cj);
 - C. Dr. Paul Lilly, Brown County Judge -- Consideration and possible approval to arrange for a contractor or hire temporary personnel to deep clean the courthouse on a regular basis;
 - D. Dr. Paul Lilly, Brown County Judge -- Consideration and possible approval to declare surplus property;
 - E. Dr. Paul Lilly, Brown County Judge -- Consideration and possible approval to list for sale on gov.deals the surplus property;
 - F. Mr. Joel Kelton, Commissioner Pct. 2 -- Consideration and possible approval of action regarding burn ban;
 - G. Mr. Joel Kelton, Commissioner Pct. 2 -- Due to the COVID-19 outbreak and the daily changing needs that may arise, any discussion or reports concerning needs or responses the County needs to take regarding the COVID-19 outbreak;
 - H. Mr. Joel Kelton, Commissioner Pct. 2 -- Consideration and possible approval of any action needed in response to the COVID-19 outbreak;
 - I. Sharon Ferguson, County Clerk-- Consideration and possible approval of installation of new countertop and clear barrier in the County Clerk's office to comply with CDC recommendations (spon cj);
 - J. Christine Pentecost, County Tax Assessor-Collector-- Consideration and possible approval of installation of a clear barrier in the County Tax Assessor-Collector's office to comply with CDC recommendations (spon cj);
 - K. Cheryl Jones, District Clerk-- Consideration and possible approval of installation of a clear barrier in the District Clerk's office to comply with CDC recommendations (spon cj);
 - L. Bob Contreras, Grants Coordinator --Unclaimed Property Capital Credits program and general grant update (spon cj);
 - M. Vance Hill, County Sheriff -- Consideration and possible approval of employee changes (spon cj);
 - N. Vance Hill, County Sheriff -- Presentation of jail report (spon cj);
8. Adjournment

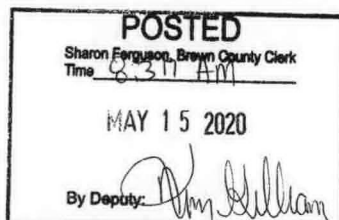
Agenda items may be considered, deliberated, and/or acted upon in a different order than set forth above. The Brown County Commissioners Court reserves the right to discuss any above items in executive (closed) session whenever permitted by the Texas Open Meeting Act.

I, Paul D. Lilly, County Judge of Brown County, Texas, do certify that the above Notice of Meeting of the above named Commissioners' Court, is a true and correct copy of said notice, and that I posted said Notice on the bulletin board by the Courthouse door of Brown County, Texas, at a place readily accessible to the general public at all times on the 15th day of May 2020, and said Notice was to remain so posted continuously for at least 72 hours preceding the scheduled time of said Meeting.

Dated this the 15th day of May, 2020.

Dr. Paul D. Lilly, County Judge, Brown County, Texas


County Judge



**STATE OF TEXAS
COUNTY OF BROWN**

The Brown County Commissioners Court convened in a Special Session on May 18, 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 | absent | 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 | absent | COUNTY ATTORNEY |
| T'ANNA MCCLURE | | COMMISSIONERS EXECUTIVE ADMINISTRATIVE ASSISTANT |

2. Prayer

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 of May 11th, 2020.

Commissioner Shaw moved that the minutes of the May 11, 2020 meeting be approved, as presented by County Clerk Sharon Ferguson. Commissioner Traweek seconded the motion and the Court voted 4-0 to approve.

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

The May 18, 2020 Combined Statement Of Cash Position was presented by County Treasurer Ann Krpoun, for filing. (Exhibit #1)

Commissioner Worley moved that The Brown County Investment Report for the First Quarter of 2020 be approved, for filing. Commissioner Traweek seconded the motion and the Court voted 4-0 to approve. (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 4-0 to approve. (Exhibit #3)

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

A. Judge Stephen Ellis, 35th Judicial Court-Discussion and possible action regarding action items needed for the courthouse to accommodate non-jury and jury judicial proceedings (spon cj).

After discussion, with Stephen Ellis, 35th Judicial District Court Judge, Judge Lilly moved that the Court approve to implement the physical things necessary for Brown County to begin having in-person Court hearings, in accordance with the law. Commissioner Worley seconded the motion and the Court voted 4-0 to approve.

(Exhibit #4 and Exhibit #5)

B. Judge Stephen Ellis, 35th Judicial Court-Discussion and possible designation of alternative court sites such as the Brownwood Coliseum or other locations for jury trials due to COVID-19. Discussion of potential agreements regarding the use of such alternative sites (spon cj).

After discussion, with District Judge Stephen Ellis, Commissioner Shaw moved that the Court adopt a Second Supplemental Resolution Of The Commissioners Court Of Brown County, Texas authorizing three locations:

- 1. Any appropriate building on the Howard Payne University campus located in Brownwood, Texas**
- 2. The Brownwood Coliseum located in Brownwood, Texas**

3. The Lyric Theatre located in Brownwood, Texas as auxiliary facilities for courtroom use for any of the courts of this county that may require it, subject to being mutually agreed between the necessary entities involved. Commissioner Worley seconded the motion and the Court voted 4-0 to approve. (Exhibit #6)

C. Dr. Paul Lilly, Brown County Judge-Consideration and possible approval to arrange for a contractor or hire temporary personnel to deep clean the courthouse on a regular basis.

After discussion, with District Judge Stephen Ellis, Judge Lilly moved that the Court authorize the employment of two (2) temporary part-time (approximately 29 hours at \$12.00 per hour) personnel, Halie Smith and Cindy Graham, for cleaning the courthouse on a temporary basis, until further notice. Commissioner Worley seconded the motion and the Court voted 4-0 to approve. (Exhibit #7 and Exhibit #8)

D. Dr. Paul Lilly, Brown County Judge-Consideration and possible approval to declare surplus property.

Judge Lilly moved that the Court declare a 2010 Dodge Charger as surplus property. Commissioner Traweek seconded the motion and the Court voted 4-0 to approve. (Exhibit #9)

E. Dr. Paul Lilly, Brown County Judge-Consideration and possible approval to list for sale on gov.deals the surplus property.

Commissioner Shaw moved that the Court approve the sale of surplus property, a 2010 Dodge Charger, to be listed for sale on gov.deals. Commissioner Traweek seconded the motion and the Court voted 4-0 to approve.

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

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

G. Mr. Joel Kelton, Commissioner Pct. 2-Due to the COVID-19 outbreak and the daily changing needs that may arise, any discussion or reports concerning needs or responses the County needs to take regarding the COVID-19 outbreak.

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

H. Mr. Joel Kelton, Commissioner Pct. 2-Consideration and possible approval of any action needed in response to the COVID-19 outbreak.

No action was taken.

I. Sharon Ferguson, County Clerk-Consideration and possible approval of installation of new countertop and clear barrier in the County Clerk's office to comply with CDC recommendations (spon cj).

County Clerk Sharon Ferguson presented two quotes for new laminate to be installed on the long countertop and the three smaller countertops, in the County Clerk's Office. The quotes were from 2Novos Remodeling Service (\$5,000.00) and Brownwood Decorating (\$4,128.65). Judge Lilly moved that the Court authorize Brown County Clerk Sharon Ferguson to hire Brownwood Decorating to remove and

install new laminate on the long countertop and the three smaller countertops in the County Clerk's Office. The costs will be approximately \$4,128.65 and will be paid from the County Clerk Records Management Funds.

The motion also authorized County Clerk Sharon Ferguson to purchase and have installed clear tempered glass across the entire length of the long countertop in the County Clerk's Office. The work will be done by Early Glass & Brownwood Door for approximately \$3,447.00 and will be paid for from COVID-19 Funds, if available. If COVID-19 Funds are not available, when the work is completed, then the purchase price will be paid from Courthouse Maintenance Funds that will be reimbursed with COVID-19 Funds, when available. Commissioner Shaw seconded the motion and the Court voted 4-0 to approve.

(Exhibit #10, Exhibit #11 and Exhibit #12)

J. Christine Pentecost, County Tax Assessor-Collector- Consideration and possible approval of installation of a clear barrier in the County Tax Assessor-Collector's office to comply with CDC recommendations (spon cj).

Commissioner Worley moved that the Court authorize Christine Pentecost, Brown County Tax Assessor-Collector, to purchase and have installed clear tempered glass on the countertops in the Tax Assessor-Collector's Office. The work will be done by Early Glass & Brownwood Door for \$2,806.25 and will be paid for from COVID-19 Funds, if available. If COVID-19 Funds are not available, when the work is completed, then the purchase price will be paid from

Courthouse Maintenance Funds that will be reimbursed with COVID-19 Funds, when available. Commissioner Traweek seconded the motion and the Court voted 4-0 to approve. (Exhibit #13)

K. Cheryl Jones, District Clerk-Consideration and possible approval of installation of a clear barrier in the District Clerk's office to comply with CDC recommendations (spon cj).

Commissioner Worley moved that the Court authorize Cheryl Jones, Brown County District Clerk, to purchase and have installed clear tempered glass on the countertop in the District Clerk's Office. The work will be done by Early Glass & Brownwood Door for \$2,053.00 and will be paid for from COVID-19 Funds, if available. If COVID-19 Funds are not available, when the work is completed, then the purchase price will be paid from Courthouse Maintenance Funds that will be reimbursed with COVID-19 Funds, when available. Judge Lilly seconded the motion and the Court voted 4-0 to approve. (Exhibit #14)

L. Bob Contreras, Grants Coordinator-Unclaimed Property Capital Credits program and general grant update (spon cj).

Bob Contreras, Brown County Grants Coordinator, updated the Court on grants that he has applied for on behalf of Brown County. No action was taken. (Exhibit #15)

M. Vance Hill, County Sheriff-Consideration and possible approval of employee changes (spon cj).

Commissioner Worley moved that the Court authorize the following personnel salaries, as presented by Lt. Scott Bird:

**Joe Thomas/Deputy/transferred back to Patrol
effective 04-22-2020**

**Taylor Fletcher/Deputy/promoted to Patrol Cpl.
effective 04-22-2020 (Exhibit #16)**

**Kaleb Hopson/Deputy/transferred from Patrol
effective 04-22-2020**

**Joe Thomas/Deputy/transferred back to Patrol
effective 04-22-2020 (Exhibit #17)**

**Taylor Fletcher/Patrol Cpl
effective 05-06-2020**

**Kaleb Hopson/Patrol Cpl/promoted to Acting Patrol
Sgt. effective 04-22-2020 (Exhibit #18)**

Commissioner Traweck seconded the motion and the Court voted 4-0 to approve.

N. Vance Hill, County Sheriff-Presentation of jail report (spon cj).

The Texas Commission On Jail Standards Jail Population report was presented by Lt. Scott Bird, for filing. (Exhibit #19)

8. Adjournment

**Judge Lilly adjourned the Brown County Commissioners Court at
10:36 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 26 day of May, 2020.

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COUNTY JUDGE

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COMMISSIONER, PRECINCT NO. 1

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 **May 18, 2020**.

By: *[Handwritten signature]*, Chief Deputy

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

