

TYLER COUNTY COMMISSIONERS' COURT  
SPECIAL MEETING  
March 30, 2021 ---- 11:00 a.m.

THE STATE OF TEXAS                      ON THIS THE 30th day of March, 2021 the  
Commissioners' Court in and for Tyler County, Texas convened in a Special Meeting at the  
Justice of the Peace Courtroom in Woodville, Texas, the following members of the Court  
present, to wit:

JACQUES L. BLANCHETTE	COUNTY JUDGE, presiding
JOE BLACKSHER	COMMISSIONER, PCT. #1
STEVAN STURROCK	COMMISSIONER, PCT. #2
MIKE MARSHALL	COMMISSIONER, PCT. #3
BUCK HUDSON	COMMISSIONER, PCT. #4
DONECE GREGORY	COUNTY CLERK, Ex-Officio

The following were absent: none thereby constituting a quorum. In addition to the above were:

JACKIE SKINNER	COUNTY AUDITOR
LEANN MONK	COUNTY TREASURER
LYNNETTE CRUSE	TAX ASSESSOR/COLLECTOR
TERRY ALLEN	JUVEILE PROBATION OFFICER
KEN JOBE	JP #2/EMERGENCY MNGT. COORDINATOR

After calling the meeting to order, Judge Blanchette stated "it is the practice of the court to exercise an invocation followed by the Pledge of Allegiance to the flag. Anyone who may not be comfortable with the practice may wish to step out of the room, or mute the audio, and rejoin once the portion of the agenda begins with public comments." Commissioner Hudson delivered the invocation and then led the Pledge of Allegiance to the Texas Flag.

PUBLIC COMMENTS: Kay Timme, Chair of the Tyler County Historical Commission (TCHC) reported the TCHC had a meeting to discuss their role in the policy for the loan of historic pieces belonging to the County, and the application pertaining to same, being that timing is critical due to the upcoming Dogwood Festival. The TCHC desires points of clarification for future loans such as getting an appraisal on historic pieces before they are loaned; a to approve the Application, with the reservations as noted, for loan of the historic bell, in procedure from start to finish as to the loan of the historic piece; and, not sure at what point the TCHC should get involved to give approval of an application. Mrs. Timme informed as to action of the TCHC was supportive of the Application submitted by the Dogwood Festival, with reservations as stated; in conjunction of approval action of the commissioners' court.

A motion was made by **Commissioner Sturrock** to proclaim April 25th -May 2nd, 2021 as **Soil and Water Stewardship Week** - Healthy Forests, Healthy Communities, as presented by Keith Hatton. **Commissioner Blacksher** seconded the motion. All voted yes and none no. SEE ATTACHED

A motion was made by **Commissioner Blacksher** and seconded by **Commissioner Sturrock** to receive the March 8<sup>th</sup>, 2021 minutes. All voted yes and none no

**Commissioner Sturrock** made a motion to approve the modification of the **Tax Collection Software** maintenance from in-house server to cloud based, as requested by Lynnette Cruse, at \$7500 above the maintenance cost. **Commissioner Marshall** seconded the motion. Mrs. Cruse explained the public would be able to search property tax records, make payments online and print receipts. All voted yes and none no.

**Commissioner Blacksher** made a motion to purchase four (4) high speed scanners out of **County Clerk Records Management Budget** for \$19,711.96 plus shipping cost, as requested by the County Clerk. **Commissioner Sturrock** seconded the motion. All voted yes and none no. SEE ATTACHED

A motion was made by **Commissioner Blacksher** to purchase software, out of **County Clerk Records Management Budget**, for Commissioners Court from Integrated Data Services (IDS) in the amount of \$5,300.00. **Commissioner Marshall** seconded the motion. All voted yes and none no. SEE ATTACHED

A motion was made by **Commissioner Sturrock** and seconded by **Commissioner Marshall** to approve the renewal of Tyler Technologies contract. All voted yes and none no. SEE ATTACHED

Commissioner Sturrock presented an update on Courthouse Remediation Project. He reported the approved ADA restroom on second floor will be where the air handler for the air conditioning is located; however, it was not in plans to replace air conditioning system on that side. The units on the other side are not able to handle the volume. When the heat is turned on it also causes the unit in the computer room to heat up. It is proposed to install a separate unit for the computer room. Cost should be way below the amount set aside in the contingency fund. Also, Commissioner Sturrock stated he is getting a proposal from the company that will be replacing the stucco on the East side, as ordered by the Texas Historical Commission, to also clean, repair and paint stucco in other places that is falling off, while they are there. Informational only - no action was taken.

**Commissioner Sturrock** motioned to seek bids for all Road & Bridge Materials including hauling. The motion was seconded by **Commissioner Hudson**. All voted yes and none no. SEE ATTACHED NOTICE TO BIDDERS

A motion was made by **Commissioner Sturrock** and seconded by **Commissioner Blacksher** to advertise for bids for **petroleum products**. Commissioner Sturrock added that the minimum bid specifications state the requirement that all departments, using county fuel, to have access 24 hours a day at a central location; and have fuel on a generator system so that if electricity goes down there will still be a way to get fuel; not losing that source. All voted yes and none no. SEE ATTACHED NOTICE TO BIDDERS

**Commissioner Marshall** motioned to table approval of a yearly service contract with Otis Elevator Company, until April. The motion was seconded by **Commissioner Hudson**. All voted yes and none no. SEE ATTACHED

**Commissioner Marshall** motioned to award an **engineering contract** to LJA Engineering (ranked #1) for the **FY 2021-2022 TDA CDBG Grant Cycle** and KSA Engineers Inc. (ranked #2) as an alternate, if needed. The motion was seconded by **Commissioner Sturrock**. All voted yes and none no.

**Commissioner Marshall** motioned to award the **administrative service contract** to David Waxman & Associates (ranked #1) and to Lankford Group (ranked #2), if needed, for the **FY 2021-2022 TDA CDBG Grant Cycle**. **Commissioner Sturrock** seconded the motion. All voted yes and none no.

A motion was made by **Commissioner Marshall** to advertise for re-construction bids on the **2020 CTIF (County Transportation Infrastructure Fund Grant Program) for County Road 3020/Industrial Park Road**. **Commissioner Sturrock** seconded the motion. All voted yes and none no. SEE ATTACHED

**Commissioner Marshall** motioned to make capital improvements at **Tyler County Airport** to be paid out of County Right of Way Fund. He expects a “ballpark” figure of under \$125,000. **Commissioner Sturrock** seconded the motion. **Commissioner Marshall** motioned to amend the original motion to include the language “advertising for bids”. **Commissioner Sturrock** seconded the amendment. All voted yes and none no. SEE ATTACHED

**Commissioner Hudson** motioned to approve a **temporary employee for the Treasurer’s Office** in the absence of both Treasurer and Assistant Treasurer, per Mrs. Monk’s request of 29 hours a week at \$12 per hour for a maximum addition to the Treasurer’s budget of \$2000. **Commissioner Marshall** seconded the motion. Commissioner Blacksher felt this should be considered in the budget cycle. Commissioner Sturrock inquired as to educational requirements, adding “20 days is too much” and made a motion to amend to set a cap of \$1000.00. The motion was not seconded. Action was then taken on the original motion. All voted yes with exception of Commissioner Sturrock voting no and Judge Blanchette abstaining. SEE ATTACHED REQUEST

**Commissioner Hudson** motioned to adopt the **Tyler County Policy and Application on the use of the Tyler County historic pieces**. **Commissioner Marshall** seconded the motion. Commissioner Blacksher stated his concerns of liability; that the proposed policy states “two times the appraised value”, being an 1892 bell specific to Tyler County- it is irreplaceable; the county should get an appraisal for pieces that would be on loan. Commissioner Marshall asked about the moving company’s insurance coverage. Mrs. Monk stated the company’s liability policy for damage was a million dollars. Judge Blanchette recommended approval be on a piece-by-piece basis. Kay Timme explained her interpretation of the correspondence between the Texas Historical Commission. Bob Morris expressed the TCHC concerns were that the policy needs to define how the process is going to work; what is the actual procedure for moving be defined in the application; make sure the company has liability and exactly how they will move it; adding that it’s a good thing the children will have the memory of ringing the bell. Commissioner Sturrock called for the question. All voted yes with exception of Commissioner Blacksher voting no and Judge Blanchette abstaining.

A motion was made by **Commissioner Hudson** to approve the application from the Tyler County Dogwood Festival to borrow the **historic courthouse bell** for use during the historical play on April 3, 2021. **Commissioner Sturrock** seconded the motion and reported the Crosson moving company's plan for moving the bell and the precautions that would be taken. Commissioner Blacksher stated he would like to see it at the festival play but was being cautious. Commissioner Sturrock said a new master plan would need to be made to place it permanently on the courthouse square. Commissioner Hudson called for the question. All voted yes with exception of Commissioner Blacksher voting no and Judge Blanchette abstaining.

Executive Session was not held.

A motion was made by Commissioner Marshall seconded by Commissioner Sturrock that the meeting adjourn. All voted yes.

THERE BEING NO FURTHER BUSINESS, THE MEETING ADJOURNED: 12:39 a.m.

I, Donece Gregory, County Clerk and ex officio member of the Tyler County Commissioners' Court, do hereby certify to the fact that the above is a true and correct record of the Tyler County Commissioners Court session held on March 30, 2021.

Witness my hand and seal of office on this the 12th day of April, 2021.

Attest: \_\_\_\_\_  
Donece Gregory, County Clerk