

COMMISSIONERS COURT OF UPSHUR COUNTY, TEXAS
MONDAY, JANUARY 31, 2022
10:00AM REGULAR SESSION

Commissioners met in regular session with all members present.

1. **Invocation and Pledges**
Prayer said by Gene Dolle
Pledges said by Dustin Nicholson
2. **Consider and take action on approval of:**
 - A. **The minutes of the previous meeting:**
 - B. **Payroll changes:**
 - C. **Payroll:**
 - D. **Budget amendments:**
 - E. **Accounts Payable:**
Expense Approval Report:
 - F. **Accept for recording: Auditor reports; Treasurer reports; Bonds; Oaths; Deputations; Certificates; State and County Taxes Summary; refund of overpayment or erroneous tax payments in excess of \$2500.00; Racial Profiling Report for Upshur County Sheriff's Office; Racial Profiling Report for Constable Pct. 1; Asbestos Inspection Report (Tax Assessor Office); and applications for use of Upshur County roads and rights-of way and permit request.**

Motion to approve and record items A- F made by Dustin Nicholson
Second by Mike Ashley
Gene Dolle, Dustin Nicholson, Mike Ashley, Jay W. Miller and Judge Tefteller voted for.
Motion approved.
Copies attached.

3. Discuss and take action to accept for recording the plat for Strub Subdivision, Big Sandy, TX.

Motion to approve the plat for Strub Subdivision for recording made by Mike Ashley

Second by Gene Dolle

Gene Dolle, Dustin Nicholson, Mike Ashley, Jay W. Miller and Judge Tefteller voted for.

Motion approved.

Copy attached.

4. Discuss and take action to approve request by Julie York for out of state travel to attend the 2022 Texas 4-H International Study trip, July 2-11, 2022.

Motion to approve a request from Julie York for out of state travel to attend the 2022 Texas 4-H international Study trip, July 2-11, 2022 made by Mike Ashley

Second by Jay W. Miller

Gene Dolle, Dustin Nicholson, Mike Ashley, Jay W. Miller and Judge Tefteller voted for.

Motion approved.

5. Open bids for Road and Bridge fuel and materials. Discuss and take necessary action.

Commissioner Nicholson left the room due to conflict of interest on agenda items #5 and #6.

Bids received from following vendor's for various materials:

Plant Mix Asphalt

Longview Asphalt, Wood County Asphalt & Sustainable Pavement Technology

Refined Road Oil & Emulsified Asphalt

Bryan & Bryan

Ergon Asphalt & Emulsions

Gasoline & Diesel

Sun Coast, Petroleum Traders & Eagle Fuel & Oil

Rock/Rip Rap

Green Dream & Longview Asphalt

Pug Milling

J&B Productions & Sustainable Pavement Technology

No action taken.

Copies attached.

6. Open bids for Road and Bridge materials: Commercial Base. Discuss and take necessary action.

Motion to approve and accept the bid from Longview Asphalt for Commercial Base made by Gene Dolle

Second by Mike Ashley

Gene Dolle, Mike Ashley, Jay W. Miller and Judge Tefteller voted for.

Motion approved.

Copy attached.

- 7. Discuss and take action to approve Road and Bridge purchasing four (4) new trucks at a maximum of \$49,999.00 each to be funded by the ARPA Grant. Purchases are required to be made from a vendor who has an active State contract.**

Motion to approve Road and Bridge to purchase four (4) new trucks at a maximum of \$49,999.00 each to be funded out of the ARPA grant.

Purchases must be made from a vendor who has an active State contract made by Dustin Nicholson

Second by Jay W. Miller

Gene Dolle, Dustin Nicholson, Mike Ashley, Jay W. Miller and Judge Tefteller voted for.

Motion approved.

- 8. Discuss and take action to approve the transfer of the Commissioner's F150 truck to Road and Bridge.**

Motion to approve and transfer the Commissioner's F150 truck to Road and Bridge made by Jay W. Miller

Second by Mike Ashley

Gene Dolle, Dustin Nicholson, Mike Ashley, Jay W. Miller and Judge Tefteller voted for.

Motion approved.

- 9. Discuss and take action to approve contracting with a paint contractor to repair and paint the walls and baseboards at the Justice Center for an approximate cost of \$25,000 to \$35,000 to be funded by the ARPA Grant.**

Motion to approve Ford's Quality Painting to repair and paint the walls and baseboards at the Justice Center for the approximate amount of \$33,750.00 to be funded by the ARPA grant made by Gene Dolle

Second by Dustin Nicholson

Gene Dolle, Dustin Nicholson, Mike Ashley, Jay W. Miller and Judge Tefteller voted for.

Motion approved.

- 10. Discuss and take action to approve the purchase of hardware to convert the Courthouse/Tax Office/ Justice Center alarm system to the new digital radio system, at a cost of \$1,555 to be paid from Courthouse Security funds.**

Motion to approve the purchase of hardware to convert the Courthouse/Tax Office/ Justice Center alarm system to the new digital radio system, at a cost of \$1555 to paid out of the Courthouse Security Funds made by Mike Ashley

Second by Dustin Nicholson

Gene Dolle, Dustin Nicholson, Mike Ashley, Jay W. Miller and Judge Tefteller voted for.

Motion approved.

- 11. Discuss and take action to approve payment of actual overtime to compensate employees who work in the capacity as a jailer to cover absences for COVID-19 for the period of 02/01/2022 to 04/30/2022 to be funded by the ARPA Grant.**

Motion to approve payment of actual overtime to compensate employees who work in the capacity as a jailer to cover absences for COVID-19 for the period of 02/01/2022 to 04/30/2022 to be funded by the ARPA Grant made by Gene Dolle

Second by Dustin Nicholson

Gene Dolle, Dustin Nicholson, Mike Ashley, Jay W. Miller and Judge Tefteller voted for.

Motion approved.

- 12. Discuss and take action to approve a Temporary Full Time Tax Office Clerk for salary (\$13 per hour) plus benefits to be funded from the ARPA Grant with said position to expire December 31, 2024.**

Motion to approve a Temporary Full Time Tax Office Clerk for salary (\$13 per hour) plus benefits to be funded from the ARPA Grant with said position expiring December 31, 2022 instead of 2024 as stated on agenda item above made by Jay W. Miller

Second by Dustin Nicholson

Gene Dolle, Dustin Nicholson, Mike Ashley, Jay W. Miller and Judge Tefteller voted for.

Motion approved.

13. Discuss and take action to approve and accept for recording the Internal Audit Report for the Upshur County District Clerk's Office.

Motion to approve and accept for recording the Internal Audit Report for the Upshur County District Clerk's Office made by Mike Ashley
Second by Jay W. Miller
Gene Dolle, Dustin Nicholson, Mike Ashley, Jay W. Miller and Judge Tefteller voted for.
Motion approved.
Copy attached.

14. Discuss and take action to approve the Upshur County Certification Pay Policy (effective 01/31/2022).

Motion to approve the Upshur County Certification Pay Policy effective 01/31/2022 made by Dustin Nicholson
Second by Gene Dolle
Gene Dolle, Dustin Nicholson, Mike Ashley, Jay W. Miller and Judge Tefteller voted for.
Motion approved.
Copy attached.

15. Adjourn.



Attest: Terri Ross, Upshur County Clerk

Attendance sheet placed into minutes for recording purposes only.

Bills previously approved placed into minutes for recording purposes only.

Jury payroll placed into minutes for recording purposes only.

