

**THE STATE OF TEXAS****COUNTY OF COKE**

On this the 10<sup>th</sup> day of February, 2025, at 9:00 a.m., the Honorable Commissioners' Court met in regular session in the usual meeting place thereof, the courthouse in Robert Lee, with the following offices of said Court being present and in attendance, to-wit:

Hai Spain	County Judge
Donnie Robertson	Commissioner, Pct. #1
Henry Chisholm	Commissioner, Pct. #2
Kizzie Waggoner	Commissioner, Pct. #3
Danny Webb	Commissioner, Pct. #4

and Jennifer Burdett, Clerk, when the following proceedings were had, to-wit:

The meeting opened with the pledge to the flag and prayer was offered by J.P. Russell Johnson.

Judge Spain announced the presence of a quorum with all members of the court present.

**MINUTES APPROVED**

Commissioner Waggoner moved to approve the minutes from the previous meeting. The motion was seconded by Commissioner Chisholm. Motion carried. See attachment.

**TREASURER'S REPORT**

Commissioner Chisholm moved to approve the Treasurer's report as presented. The motion was seconded by Commissioner Waggoner. Motion carried. See attachment.

**EXTENSION REPORT**

No report presented.

**SHERIFF'S REPORT**

Sheriff's Report presented by Carla McGlothlin. See attachment.

**TAX COLLECTOR'S REPORT**

Tax Collector's report presented by Chief Deputy Tax Assessor Collector Paul Pineda. See attachment.

**DISTRICT/COUNTY CLERK'S REPORT**

District and County Clerk's report presented by District and County Clerk Jennifer Burdett. See attachment.

**COUNTY AUDITOR'S REPORT**

No report presented. Auditor Cindy Winchester informed the court that the windmill abatement money has been received and requested approval from the court to use those funds for the Sheriff Vehicle. She also reported to the court that there is not enough money in the SB22 Prosecutor's Office portion to cover

health insurance for the grant employee, but a solution was found with using the remaining balance of \$14,000.00 in the County Attorney Assistance line item out of their budget.

#### **CONSTABLE REPORT**

Constable Report presented by Constable Marty Boyd. See attachment.

#### **J.P. REPORT, PCT. 1**

J.P. Report presented by J.P. Russell Johnson. See attachment.

#### **D.R. REPORT**

None presented.

#### **TRAPPER'S REPORT**

Trapper's Report presented by Judge Spain. See attachment.

#### **BURN BAN**

No action taken. Burn ban remains in effect.

#### **CONSIDER AND TAKE APPROPRIATE ACTION CONCERNING EXTENSION OF WILDFIRE DISASTER DECLARATION FOR COKE COUNTY**

Commissioner Chisholm moved to approve the extension of the Wildfire Disaster Declaration through February 24<sup>th</sup>, 2024 for Coke County. The motion was seconded by Commissioner Robertson. Motion carried. See attachment.

#### **CONSIDER AND TAKE APPROPRIATE ACTION CONCERNING THE LEASE AGREEMENT WITH GRAYBAR FINANCIAL SERVICES (GLOBAL DATA FOR THE SHERIFF'S OFFICE AND THE JP'S OFFICE)**

No action taken. The court will consider the contract after the County Attorney has reviewed it; the court is also considering a purchase agreement in lieu of a lease agreement.

#### **CONSIDER AND TAKE APPROPRIATE ACTION CONCERNING THE INTERLOCAL AGREEMENT BETWEEN COKE COUNTY SHERIFF'S OFFICE AND THE CITY OF ROBERT LEE AND THE MUTUAL AGREEMENT BETWEEN COKE COUNTY AND THE RED CANYON GUN CLUB**

No action taken. County Attorney Cody McCabe to review agreement.

#### **CONSIDER AND TAKE APPROPRIATE ACTION CONCERNING RACIAL PROFILING REPORT FOR CONSTABLES**

Commissioner Waggonner moved to approve the racial profiling report for Constables as presented by Marty Boyd. The motion was seconded by Commissioner Chisholm. Motion carried. See attachment.

#### **CONSIDER AND TAKE APPROPRIATE ACTION CONCERNING 2025 COKE COUNTY RESOLUTION INDIGENT DEFENSE GRANT PROGRAM**

Commissioner Chisholm moved to approve the 2025 Coke County Resolution Indigent Defense Grant Program as presented. The motion was seconded by Commissioner Waggonner. Motion carried. See attachment.

**CONSIDER AND TAKE APPROPRIATE ACTION CONCERNING  
COURTHOUSE MAINTENANCE AGREEMENT WITH CLAWSON  
MECHANICAL (FILTER CHANGE)**

No action taken.

**CONSIDER AND TAKE APPROPRIATE ACTION CONCERNING APPLY FOR  
BROOKE ROSE TO BECOME A NOTARY FOR THE ATTORNEY'S OFFICE**

Commissioner Chisholm moved to approve the application process for Brooke Rose to become a notary for the County Attorney's Office and assist with public notaries with the fees related to this to be paid from the County Attorney's budget. The motion was seconded by Commissioner Waggonner. Motion carried.

**CONSIDER AND TAKE APPROPRIATE ACTION CONCERNING SCHEDULE  
OF FEES FOR APPOINTED ATTORNEYS**

Commissioner Chisholm moved to approve the schedule of fees for appointed attorneys as presented, with the rate being set at \$500.00 for County cases. The motion was seconded by Commissioner Waggonner. Motion carried. See attachment.

**CONSIDER AND TAKE APPROPRIATE ACTION CONCERNING ADDING  
MIKE KNITTEL TO COMDATA ACCOUNT**

Commissioner Chisholm moved to approve adding Mike Knittel to the Comdata account. The motion was seconded by Commissioner Waggonner. Motion carried.

**CONSIDER AND TAKE APPROPRIATE ACTION CONCERNING THE  
EFFECTIVE DATE FOR THE RATE CHANGE FOR THE RV RENTALS**

Commissioner Chisholm moved to approve setting the effective date of the rate change for the RV rentals as March 1<sup>st</sup>, 2025, with those renting a space prior to March 1<sup>st</sup>, 2025 staying at the previous rate of \$450.00 until they have vacated the space. The motion was seconded by Commissioner Robertson. Motion carried.

**CONSIDER AND TAKE APPROPRIATE ACTION CONCERNING ACCEPTING  
RESIGNATIONS, TERMINATIONS, TRANSFERS, NEW HIRES, ETC.**

Commissioner Chisholm moved to approve hiring County Auditor Mike Knittle, effective March 1<sup>st</sup>, 2025. The motion was seconded by Commissioner Waggonner. Motion carried.

**CONSIDER AND TAKE APPROPRIATE ACTION CONCERNING  
BUDGET AMENDMENTS AND LINE- ITEM ADJUSTMENTS**

Commissioner Waggonner moved to approve the budget amendments and line-item adjustments as presented. The motion was seconded by Commissioner Chisholm. Motion carried. See attachment.

**REPORTS**

Treasurer Emert spoke to the court regarding the table to be purchased with Healthy County funds and requested assistance from the Commissioners on getting a pad laid at the courthouse for the table. Commissioner Chisholm reported to the court that the inside work on the Bronte Rec Hall has begun. Commissioner Waggonner thanked Commissioners Chisholm and Webb for hauling their equipment to Warren Cat. Judge Spain spoke to the court regarding

the RLVFD wanting to conduct a vehicle fire and rescue training on Scott Ln. and it was agreed that it was to dry and windy.

**CONSIDER AND TAKE APPROPRIATE ACTION ON PAYMENT OF BILLS**

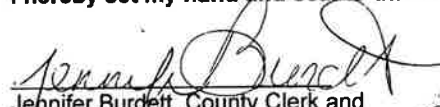
Commissioner Chisholm moved to approve the payment of bills as presented. The motion was seconded by Commissioner Webb. Motion carried. See attachment.

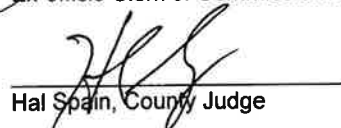
Judge Spain adjourned the regular meeting at 10:03 A.M.

As per HB 2931, Section 4:

**I, Jennifer Burdett, County Clerk of Coke County, Texas do hereby attest that this is an accurate accounting of the proceedings of the Commissioners' Court Meeting that met in Regular Session on February 10<sup>th</sup>, 2025.**

**I hereby set my hand and seal to this record February 19<sup>th</sup>, 2025.**

  
Jennifer Burdett, County Clerk and  
Ex-Officio Clerk of Commissioners' Court

  
Hal Spain, County Judge

