

Franklin County Commissioners Court  
Commissioner Court Minutes  
Regular Session  
August 26, 2024

The Franklin County Commissioners Court met in a Regular Session on August 26, 2024, at 9:00 AM in the Commissioners' Courtroom at the Franklin County Courthouse located at 200 North Kaufman Street, Mount Vernon, Texas.

Members present: Scott Lee, County Judge  
Jerry Cooper, Commissioner, Precinct 1  
Toby Godfrey, Commissioner, Precinct 2  
Charlie Emerson, Commissioner, Precinct 3  
Scott Smith, Commissioner, Precinct 4  
Brook Bussell, County Clerk

**VISITORS:** Paris Tillery, Marla White, Ellen Jagers, Yesi Castro, Max Cannaday, Brantin Carr, Robert Zinn, Chris Mars, Lauren Zastany, Kathy Boren, Gary Boren, Scott Newsome, Mary McLennan, and Bob Stinson.

Judge Lee called the meeting to order at 9:00 AM. Commissioner Smith offered prayer. The Pledges of Allegiance to the American flag and the Texas flag were recited.

**Public Comments:** Max Cannaday stated he put a report on the condition of dams located in Franklin County in each of the commissioners' boxes. It is for information purposes only.

**Agenda Item 1 – CONSIDER AND TAKE ACTION TO APPROVE MINUTES FROM THE AUGUST 12, 2024 REGULAR SESSION MEETING– COUNTY CLERK –**  
Commissioner Godfrey made a motion to approve the minutes as presented. Commissioner Smith seconded the motion. Motion carried 4-0.

**Agenda Item 2 – AUDIT CLAIMS AGAINST THE COUNTY AND AUTHORIZE THEIR PAYMENTS– COUNTY TREASURER–** Commissioner Smith made a motion to approve payment of the claims against the county as presented, and Commissioner Godfrey seconded the motion. Motion carried 4-0.

**See Exhibit 08/26/2024 – A**

**Agenda Item 3 – CONSIDER AND TAKE ACTION TO APPROVE ADDITIONAL CHILD SAFETY FEE WITH THE TEXAS DEPARTMENT OF MOTOR VEHICLES, SECTION 502.403 OF THE TEXAS TRANSPORTATION CODE – TAX ASSESSOR/COLLECTOR & LAUREN ZASTANY, NETCAC –** Lauren Zastany with Northeast Texas Child Advocacy Center presented information. Commissioner Cooper questioned if this would replace the \$7,000 allocated in the proposed 2025 budget. He stated it should if this passes otherwise he feels like the taxpayers would be double taxed. Commissioner Emerson made a motion to approve the additional Child Safety Fee of \$1.50 as allowed by Section 502.403 of the Texas Transportation Code. The motion was seconded by Commissioner Godfrey. Motion carried 4-0.

**See Exhibit 08/26/2024 – B**

**Agenda Item 4 – CONSIDER AND TAKE ACTION TO APPROVE PURCHASING AWNINGS FOR THE BACK OF THE COURTHOUSE FROM EAST TEXAS AWNING AND CANVAS**

Commissioner Smith made a motion to approve the purchase of awnings for the primary back door and the private entrance into the County Clerk's office at the price of \$6,791.29 to be paid for out of Courthouse Maintenance. Commissioner Emerson seconded the motion. Motion carried 4-0.

**See Exhibit 08/26/2024 – C**

**Agenda Item 5 – CONDUCT PUBLIC HEARING ON RENEWAL OF THE COUNTY CLERK'S ARCHIVAL PRESERVATION AND RESTORATION RECORD PLAN, AS PER GOVERNMENT CODE SECTION 118.025 – COUNTY CLERK**

The public hearing began at 9:14 AM. County Clerk Brook Bussell discussed the proposed 2025 Archival Preservation and Restoration Records Plan. There were no public comments. The public hearing ended at 9:23 AM.

**Agenda Item 6 – CONSIDER AND TAKE ACTION TO APPROVE THE COUNTY CLERK'S ARCHIVAL PRESERVATION AND RESTORATION RECORDS PLAN – COUNTY CLERK**

Commissioner Godfrey made a motion to approve the County Clerk's 2025 Archival Preservation and Restoration Records Plan as presented. Commissioner Emerson seconded the motion. Motion carried 4-0.

**See Exhibit 08/26/2024 – D**

**Agenda Item 7 – RECORD THE FIXED SALARY ORDER FOR THE 62<sup>ND</sup> JUDICIAL DISTRICT COURT REPORTER – COUNTY JUDGE**

The Fixed Salary Order for the 62<sup>nd</sup> Judicial District Court Reported was recorded as presented.

**See Exhibit 08/26/2024 – E**

**Agenda Item 8 – CONSIDER AND TAKE ACTION TO APPROVE RENTAL/LEASE AGREEMENT AT THE FRANKLIN COUNTY SPORTS COMPLEX WITH THE FRANKLIN COUNTY SOCCER ASSOCIATION – COUNTY JUDGE**

Commissioner Smith made a motion to approve Franklin County Sports Complex League Rental/Lease Agreement with the Franklin County Soccer Association. The motion was seconded by Commissioner Emerson. Motion carried 4-0.

**See Exhibit 08/26/2024 – F**

**Agenda Item 9 – CONSIDER AND TAKE ACTION TO APPROVE BIDS FOR ELECTRICAL SERVICE AT THE EAST ANNEX STORAGE AND THE SPORTS COMPLEX STORAGE SHED FROM BRADSHAW ELECTRIC – COUNTY JUDGE**

Commissioner Smith made a motion to approve the quote in the amount of \$4,161.00 for electrical service at the East Annex storage building. Commissioner Emerson seconded the motion. Motion carried 4-0.

**See Exhibit 08/26/2024 – G**

**Agenda Item 10 – CONSIDER AND TAKE ACTION TO APPROVE INCREASES TO PAY RATES ON STEP PLANS FOR COUNTY EMPLOYEES, EFFECTIVE 01/01/2025 – COUNTY AUDITOR**

Commissioner Emerson made a motion to approve the increases to pay rates on STEP plans for county employees to become effective January 1, 2025. The motion was seconded by Commissioner Smith. Motion carried 4-0.

**See Exhibit 08/26/2024 – H**

**Agenda Item 11 – CONSIDER AND TAKE ACTION TO APPROVE 2025 SALARIES/LONGEVITY/TRAVEL ALLOWANCES FOR ALL ELECTED OFFICIALS – COUNTY AUDITOR** – Commissioner Emerson made a motion to approve the 2025 salaries, longevity pay, and travel allowances for all elected officials. Commissioner Smith seconded the motion. Motion carried 4-0.  
**See Exhibit 08/26/2024 – I**

**Agenda Item 12 – CONSIDER AND TAKE ACTION TO APPROVE 2025 HOLIDAY CALENDAR – COUNTY JUDGE** – Commissioner Godfrey made a motion to approve the 2025 Holiday Calendar as presented. The motion was seconded by Commissioner Emerson. Motion carried 4-0.  
**See Exhibit 08/26/2024 – J**

**Agenda Item 13 – CONSIDER AND TAKE ACTION TO APPROVE 2025 RETIREMENT PLAN WITH TEXAS COUNTY AND DISTRICT RETIREMENT SYSTEM – COUNTY AUDITOR** – Commissioner Emerson made a motion to approve the Plan Agreement for Plan Year 2025 with Texas County and District Retirement System (TCDRS). Commissioner Smith seconded the motion. Motion carried 4-0.  
**See Exhibit 08/12/2024 – K**

**Agenda Item 14 – CONSIDER AND TAKE ACTION TO APPROVE ADOPTION OF THE 2025 FRANKLIN COUNTY BUDGET – COUNTY AUDITOR** – Commissioner Smith made a motion to approve the 2025 Franklin County Budget with the subtraction of the \$7,000 allocated for NETCAC as discussed on Agenda Item 3. The motion was seconded by Commissioner Emerson. Individual votes are as follows:  
COUNTY JUDGE SCOTT LEE – YES  
COMMISSIONER PRECINCT 1 JERRY COOPER – YES  
COMMISSIONER PRECINCT 2 TOBY GODFREY – YES  
COMMISSIONER PRECINCT 3 CHARLIE EMERSON – YES  
COMMISSIONER PRECINCT 4 SCOTT SMITH – YES  
Motion carried 5-0.  
**See Exhibit 08/26/2024 – L**

**Agenda Item 15 – CONSIDER AND TAKE ACTION TO APPROVE ADOPTION OF THE 2024 TOTAL TAX RATE OF .35228, WHICH IS THE SAME AS THE NNR (NO NEW REVENUE RATE) OF .35228, TO FUND THE 2025 FRANKLIN COUNTY BUDGET – COUNTY AUDITOR** – Commissioner Emerson made a motion to approve the 2024 total tax rate of .35228 which is the same as the No New Revenue rate of .35228, to fund the 2025 Franklin County Budget. The motion was seconded by Commissioner Godfrey. Individual votes are as follows:  
COUNTY JUDGE SCOTT LEE – YES  
COMMISSIONER PRECINCT 1 JERRY COOPER – YES  
COMMISSIONER PRECINCT 2 TOBY GODFREY – YES  
COMMISSIONER PRECINCT 3 CHARLIE EMERSON – YES  
COMMISSIONER PRECINCT 4 SCOTT SMITH – YES  
Motion carried 5-0.  
**See Exhibit 08/26/2024 – M**

**Agenda Item 16 – CONSIDER AND TAKE ACTION TO APPROVE ADVERTISING REQUEST FOR BIDS ON CULVERTS, FUEL, AND ROAD MATERIALS – COUNTY TREASURER** – Commissioner Emerson made a motion to approve advertising the request for bids on culverts, fuel, and road materials. Commissioner Cooper seconded the motion. Motion carried 4-0.

**Agenda Item 17 – CONSIDER AND TAKE ACTION TO APPROVE CHANGING THE FOLLOWING POSITIONS FROM SALARY TO HOURLY DUE TO AN AMENDMENT TO FAIR LABOR STANDARDS ACT, 29 CFR, PART 541, WHICH RAISES THE EXEMPT SALARY LEVEL, EFFECTIVE JANUARY 1, 2025. (A) LIBRARY DIRECTOR**

**(B) ELECTIONS ADMINISTRATOR – COUNTY AUDITOR** – Commissioner Emerson made a motion to approve changing the positions of Library Director and Elections Administrator from salary to hourly. The motion was seconded by Commissioner Godfrey. Motion carried 4-0.

**Agenda Item 18 – CONSIDER AND TAKE ACTION TO ALLOW A FOOD TRUCK AT THE SPORTS COMPLEX DURING SOCCER LEAGUE – PRECINCT 2** – Commissioner Emerson made a motion to allow a food truck at the Sports Complex during soccer league as long as they have their food handlers permit and all other required health and safety permits/documentation. Commissioner Smith seconded the motion. Motion carried 4-0.

**Agenda Item 19 – RECORD CONTRACT FOR ELECTION SERVICES WITH THE MT. VERNON ISD – ELECTIONS ADMINISTRATOR** – The Contract for Election Services between Franklin County, Texas, and the Mount Vernon Independent School District was recorded as presented.

**See Exhibit 08/26/2024 – N**

**Agenda Item 20 – CONSIDER AND TAKE ACTION TO APPROVE THE DEPUTATION OF MICHELLE MAYNARD AS DEPUTY DISTRICT CLERK – DISTRICT CLERK** – Commissioner Smith made a motion to approve the deputation of Michelle Maynard as a Deputy District Clerk. The motion was seconded by Commissioner Godfrey. Motion carried 4-0.

**See Exhibit 08/26/2024 – O**

**Agenda Item 21 – DISCUSSION OF THE WEST ANNEX ABOUT CHANGE ORDERS AND PERSONNEL OFFICE ASSIGNMENT – COUNTY JUDGE** – Judge Lee and Bob Stinson gave updates about the change orders and personnel office assignment. The District Clerk's office and District Courts will be moving into the space that was previously designated for the Justice of the Peace, and the JP's office will remain in the courthouse. Changes were made to the new courtroom to allow for a 12-person jury box in place of a 6-person jury box. The District Clerk will meet with Bob Stinson to work out the logistics for everything else. There will also be a window added for the septic office to be able to view the lobby area. Bob Stinson estimates the cost of the changes to be no more than \$20K. Mr. Stinson presented a new floor plan showing the changes.

**See Exhibit 08/26/2024 - P**

**DISCUSSION:**

- Need for a part-time Veterans Service Officer;
- Elections Administrator Assistant position available;
- Lisa Lawrence stated carpet was laid at the library last week;
- Water leak from the geothermal system in the County Clerk's office;
- National Guard of Texas Drug Interdiction Program – more info to be provided at a later date.

**Adjourn** - Commissioner Emerson made a motion to adjourn the meeting and Commissioner Smith seconded the motion. Motion carried 4-0. Meeting adjourned at 10:35 AM.

I, Brook Bussell, County Clerk, certify that this is an accurate accounting of the proceedings of the Commissioners Court Regular Session on August 26, 2024.

Witnessed and recorded this 28th day of August, 2024.

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Brook Bussell, County Clerk