

**REGULAR TERM  
REGULAR SESSION  
JULY 22, 2025**

On this the 22<sup>nd</sup> day of July, 2025, A.D., at 9:00 a.m. the Commissioners' Court of Jackson County, Texas convened in a Regular Term, Regular Session, thereof, at the Courthouse of Edna, Texas, with the following members of the Court present, to-wit:

Jill Sklar	County Judge
Douglas Frenzel	Comm. Pct. #1
Wayne Bubela	Comm. Pct #2
Glenn Martin	Comm. Pct. #3
Dennis Karl	Comm. Pct. #4
Katherine Respondek	County Clerk

At which time the following proceedings were had:

**Invocation and Pledge**

Comm. Frenzel opened the meeting with prayer and Judge Sklar led the reciting of the Pledge of Allegiance of the United States of America.

**Citizens Comments-Opportunity for the public to address Commissioners' Court on non-agenda items. The Court may not comment nor deliberate on non-agenda items. (Presentations should be limited to (5) minutes)**

There were none.

**Approval of Minutes and/or additions and corrections, if any.**

The minutes from July 8-9, 2025 were submitted.

A motion was made by Comm. Martin, seconded by Comm. Karl, to approve the minutes. Motion carried.

**Consider budget amendments, line-item transfers and revenue certification for FY2025 Budget, and take any necessary action.**

A motion was made by Comm. Frenzel, and seconded by Comm. Bubela, to approve the budget amendments, line-item transfers and revenue certification for the FY2025 Budget. Motion carried.

Clerk's Note: A copy of the amendments on file among exhibits of Commissioners' Court.

**Receive Jackson County Historical Commission Revised By-Laws, and take any necessary action.**

A motion was made by Comm. Bubela, and seconded by Comm. Frenzel, to receive Jackson County Historical Commission Revised By-Laws. Motion carried.

Clerk's Note: A copy of the by-laws on file among exhibits of Commissioners' Court.

**Consider Resolution to add two areas for the placement of trailer mounted License Plate Readers/Speed System (LPR's) on state highway rights-of-way in Jackson County Texas, and take any necessary action.**

A motion was made by Comm. Bubela, and seconded by Comm. Martin, to table agenda item. Motion carried.

**Consider Bloodborne Pathogens Plan, and take any necessary action.**

A motion was made by Comm. Frenzel, and seconded by Comm. Bubela, to approve the Bloodborne Pathogens Plan. Motion carried.

Clerk's Note: A copy of the plan on file among exhibits of Commissioners' Court.

**Consider Jury Credit Card, and take any necessary action.**

Agenda item passed.

**APPROVED**

July 22, 2025

**Consider approval of flight to Atlanta, Georgia for Courtney Mercer to accept Distinguished Service Award from the National Association of Extension 4-H Youth Development Professionals Conference, and take any necessary action.**

A motion was made by Comm. Bubela, and seconded by Comm. Martin, to approve the flight and hotel fees in an amount up to \$1,500.00 to Atlanta, Georgia for Courtney Mercer to accept Distinguished Service Award from the National Association of Extension 4-H Youth Development Professionals Conference. Motion carried.

**Consider agreement with Golden Crescent Regional Planning Commission and the Sheriff's Office regarding the transfer of ownership of 9-1-1 equipment, and take any necessary action.**

A motion was made by Judge Sklar and seconded by Comm. Karl to approve the agreement with Golden Crescent Regional Planning Commission and the Sheriff's Office regarding the transfer of ownership of 9-1-1 equipment. Motion carried.

Clerk's Note: A copy of the agreement on file among exhibits of Commissioners' Court.

**Consider renewing the Guideline and Criteria for Granting Tax Abatement in a reinvestment zone, and take any necessary action.**

A motion was made by Comm. Frenzel, and seconded by Comm. Bubela to approve to renew the Guideline and Criteria for Granting Tax Abatement in a reinvestment zone. Motion carried.

**Consider request for webdealer cash drawer of \$50.00, and take any necessary action.**

A motion was made by Comm. Bubela, and seconded by Comm. Frenzel to approve request for webdealer cash drawer of \$50.00 for the Tax Office. Motion carried.

**Consider purchasing two medical carts with locks, and take any necessary action.**

A motion was made by Judge Sklar, and seconded by Comm. Bubela, to approve Corrections to purchase two medical carts with locks and remove request from next years budget. Motion carried.

**Consider disposal of obsolete electronic equipment and surplus county equipment, and take any necessary action.**

A motion was made by Comm. Frenzel, and seconded by Comm. Bubela, to approve the disposal of obsolete electronic equipment and surplus county equipment as listed on disposal list. Motion carried.

Clerk's Note: A copy of the disposal list on file among exhibits of Commissioners' Court.

**Consider Cellebrite Inseyets subscription with 15 unlocks in the amount of \$15,259.63, and take any necessary action.**

A motion was made by Comm. Bubela, and seconded by Comm. Karl, to approve the Cellebrite Inseyets subscription with 15 unlocks in the amount of \$15,259.63 upon recommendation of the Sheriff. Motion carried.

**Consider purchasing guns with SB22, and take any necessary action.**

A motion was made by Comm. Frenzel, and seconded by Comm. Martin, to approve the purchase of three guns with SB22 funds. Motion carried.

**Consider quote from Acuna's Cleaning Service to scrub and wax the floors for the Library and the Auditor/Treasurer's Storage and Hall, and take any necessary action.**

A motion was made by Comm. Frenzel, and seconded by Comm. Bubela, to approve the quote from Acuna's Cleaning Service to scrub and wax the floors for the Library and the Auditor/Treasurer's Storage and Hall in the amount of \$4,878.00. Motion carried.

Clerk's Note: A copy of the quote on file among exhibits of Commissioners' Court.

**APPROVED**

**Consider purchase of 2007 International 4300 w/air shift PTO and Cab Controls installed, Precinct 2, and take any necessary action.**

A motion was made by Comm. Bubela, and seconded by Comm. Frenzel, to approve the purchase of a 2007 International 4300 w/air shift PTO and Cab Controls installed in the amount of \$10,500.00 which includes a trade in of a '92 International truck for Precinct 2. Motion carried.  
Clerk's Note: A copy of the quote on file among exhibits of Commissioners' Court.

**Receive unaudited Financial Statements as of and for the period ending June 30, 2025.**

A motion was made by Judge Sklar, and seconded by Comm. Karl, to receive unaudited Financial Statements as of and for the period ending June 30, 2025. Motion carried.  
Clerk's Note: A copy of the statements on file among exhibits of Commissioners' Court.

**Consider Treasurers' Report for month of June, and take any necessary action.**

Mary Horton, Treasurer, submitted the Treasurer's Report for the month of June to the Court.

A motion was made by Comm. Karl, and seconded by Comm. Martin, to approve the Treasurer's report. Motion carried.  
Clerk's Note: A copy of the report on file among exhibits of Commissioners' Court.

**Consider Payment of County and Precinct bills and court orders.**

It was noted that there was one court order.

A motion was made by Judge Sklar, and seconded by Comm. Frenzel, to pay the County and Precinct bills, payroll and court order. Motion carried.

**Consider payroll changes, if any, and take any necessary action.**

A motion was made by Comm. Karl, and seconded by Comm. Frenzel to approve the payroll changes. Motion carried.

***COMMISSIONERS'  
COURT  
PAYROLL CHANGES***

*July 22, 2025*

<u>NAME</u>	<u>DEPARTMENT</u>	<u>TYPE OF CHANGE</u>	<u>HOURLY FROM:</u>	<u>HOURLY TO:</u>	<u>EFFECTIVE DATE</u>
Zacek, Joy	Sheriff	Retirement	\$23.75	\$0.00	08/02/2025

**Receive various county reports, news and information.**

Chief Brooks in the Southern part of the County is requesting high water signs for certain areas.  
Reminder of Health Fair on August 21<sup>st</sup>, 2025 from 10am-2pm at the Services Building.  
Cyber Security training due by August.  
New cooler being used by the Jail.  
Elevator in Courthouse is currently out of order. Waiting on a call to dispatch out a repair.

**Consider approval of 2025-2026 benefits plan for TAC Health Employees Benefits Pool, and take any necessary action.**

A motion was made by Comm. Frenzel, and seconded by Comm. Bubela, to approve the 2025-2026 benefits plan for TAC Health Employees Benefits Pool with no changes made, appoint Tracy Burttschell as the Healthy County Coordinator and continue to do the Cobra paperwork in house. Motion carried.  
Clerk's Note: A copy of the plan on file among exhibits of Commissioners' Court.

**Consider Texas County and District Retirement System (TCDRS) plan provision for Plan Year 2026, and take any necessary action.**

A motion was made by Comm. Frenzel, and seconded by Comm. Bubela, to approve current plan with Texas County and District Retirement System (TCDRS) plan provision for Plan Year 2026 with increase in County contribution from 1.75 to 2 (175% to 200%.) Motion carried.  
Clerk's Note: A copy of the plan on file among exhibits of Commissioners' Court.

**APPROVED**

July 22, 2025

**Consider Liberty National Life Insurance Company payroll deduction agreement, and take any necessary action.**

A motion was made by Comm. Frenzel, and seconded by Comm. Bubela, to approve Liberty National Life Insurance Company payroll deduction agreement for current employees and dependents only with a minimum of 20 participants. Motion carried.

**Consider Letter of Agreement with the Chamber of Commerce authorizing the grant project to install a LED sign on County property, and take any necessary action.**

A motion was made by Comm. Frenzel, and seconded by Comm. Bubela, to approve letter of agreement with the Chamber of Commerce authorizing the grant project to install a LED sign on County property. Motion carried.

Clerk's Note: A copy of the agreement on file among exhibits of Commissioners' Court.

*Court recessed at 10:02 a.m.*

*Court reconvened at 10:12 a.m. with full Court present.*

**Budget Workshop**

The following elected officials/department heads addressed the Court to present proposed budget.

Jackson County County Wide Drainage District and Matthew Webberding, Maintenance.

**ADJOURNMENT**

A motion was made by Comm. Bubela, seconded by Comm. Karl to adjourn at 11:41 a.m.

Meeting **ADJOURNED**

**APPROVED** this the 12<sup>th</sup> day of August 2025.

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Jill Sklar  
County Judge

ATTEST:

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Katherine M. Respondek, County Clerk  
And Ex-Officio Clerk of the Commissioners'  
Court of Jackson County, Texas

July 22, 2025

**APPROVED**