THE STATE OF TEXAS
COUNTY OF HUTCHINSON

On this 27th day of July 2026, A.D., the Commissioners' Court met in a Regular Session with the following members present to wit:

Cindy Irwin	County Judge
Gary Alexander	Commissioner Precinct #1
Dwight Kirksey	Commissioner Precinct #2
Ben Bentley	Commissioner Precinct #3
Chris Prock	Commissioner Precinct #4
Kelly Ratliff	County Clerk & Ex-Officio Clerk of Commissioners Court

AGENDA

CALL TO ORDER FOR REGULAR MEETING, PLEDGE OF ALLEGIANCE AND INVOCATION

Judge Irwin called the meeting to order at 9:30 a.m. Judge Irwin led the pledge and prayer.

PUBLIC COMMENT; 5 MINUTES PER PERSON (WITH SIGNED PARTICIPATION FORM)

None at this time.

CONSENT AGENDA

CONSIDER AND/OR APPROVE MINUTES FROM PREVIOUS COMMISSIONERS' COURT MEETING

CONSIDER AND/OR APPROVE COUNTY AUDITOR'S TABULATED REPORT TO COMMISSIONERS COURT PURSUANT TO LOCAL GOVERNMENT CODE 114.024

CONSIDER AND/OR APPROVE PAYMENT OF BILLS

CONSIDER AND/OR APPROVE PAYROLL

CONSIDER AND/OR APPROVE DISPOSAL OF OBSOLETE OFFICE EQUIPMENT AS REQUESTED BY DEPARTMENTS

ACCEPT CERTIFICATES OF COMPLETION FROM ELECTED OR APPOINTED OFFICIALS

CONSIDER AND/OR APPROVE REPORTS FROM ELECTED/APPOINTED OFFICIALS REQUIRED BY STATE LGC 114.044

Ben Bentley made a motion to approve Consent Agenda Items, seconded by Gary Alexander. All voted aye and the motion carried unanimously. Reports have been made part of the minutes.

REGULAR AGENDA

CONSIDER AND/OR APPROVE THE REAPPOINTMENT OF MS. JANIS ROBINSON TO THE TEXAS PANHANDLE CENTER BOARD OF TRUSTEES

Gary Alexander made a motion to approve the above stated agenda item, seconded by Ben Bentley. All voted aye and the motion carried unanimously. Letter has been made part of the minutes.

CONSIDER AND/OR APPROVE THE REQUEST FOR LIBRARY STAFF TO USE THEIR FLOATING HOLIDAY ON WEDNESDAY, NOVEMBER 25, 2026

Chris Prock made a motion to approve the above stated agenda item, seconded by Dwight Kirksey. All voted aye and the motion carried unanimously.

CONSIDER AND/OR APPROVE MANDATORY CYBERSECURITY TRAINING

Richard Hein, IT Director, reported he has found a more cost-effective option than the previously discussed KnowBe4 for more in-depth Cybersecurity Training. He was contacted by TAC and since we have our insurance through them, they offer in-depth training, TAC RMP Shield Program at no cost to the county. This will cover our Cybersecurity and AI training at no cost. Dwight Kirksey made a motion to approve the Cybersecurity Training with TAC, seconded by Ben Bentley. All voted aye and the motion carried unanimously. Presentation has been made part of the minutes.

CONSIDER AND/OR APPROVE MANDATORY DPS TXCR INTERLOCAL AGREEMENT

Gary Alexander made a motion to approve the above stated agenda item, seconded by Chris Prock. All voted aye and the motion carried unanimously. Agreement has been made part of the minutes.

CONSIDER AND/OR APPROVE CORRECTIONS TO AIRPORT ACCOUNTS RECEIVABLES

Lesha Krieg, Auditor presented the accounts receivable spreadsheet. After discussion it was decided to make the corrections as presented on the spreadsheet and write off $9,813.65 as well as customer #1034 in the amount of $3,530.50. Chris Prock made a motion to approve the corrections to the airport accounts receivable including customer #1034 being written off as well, seconded by Gary Alexander. All voted aye and the motion carried unanimously. Spreadsheet has been made part of the minutes.

CONSIDER AND/OR APPROVE THE BUDGET TRANSFER FROM ELECTIONS OPERATING ACCOUNT 100-490-3100 TO ELECTION WORKERS 100-490-1081 IN THE AMOUNT OF $900.00

Dwight Kirksey made a motion to approve the above stated agenda item, seconded by Ben Bentley. All voted aye and the motion carried unanimously.

CONSIDER AND/OR APPROVE THE COMBINING POLLING LOCATIONS FOR THE NOVEMBER 3, 2026 GENERAL ELECTION

Chris Prock made a motion to approve the above stated agenda item, seconded by Gary Alexander. All voted aye and the motion carried unanimously. Notice of Combined Precincts have been made part of the minutes.

CONSIDER AND/OR APPROVE ORDER AND NOTICE FOR THE NOVEMBER 3, 2026 GENERAL ELECTION

Gary Alexander made a motion to approve the above stated agenda item, seconded by Ben Bentley. All voted aye and the motion carried unanimously. Order and Notice has been made part of the minutes.

CONSIDER AND/OR APPROVE JOINT ELECTION AND ELECTION SERVICES AGREEMENT BETWEEN FRANK PHILLIPS COLLEGE AND HUTCHINSON COUNTY FOR THE NOVEMBER 3, 2026 GENERAL ELECTION

Kelly Ratliff, County Clerk, presented this agreement. Craig Jones, County Attorney, has reviewed this agreement. Dwight Kirksey made a motion to approve the above stated agenda item, seconded by Chris Prock. All voted aye and the motion carried unanimously. Agreement has been made part of the minutes.

CONSIDER AND/OR APPROVE, ALTERNATE JUDGES AND THE EARLY VOTING BALLOT BOARD FOR THE NOVEMBER 3, 2026 GENERAL ELECTION

Ben Bentley made a motion to approve the above stated agenda item, seconded by Chris Prock. All voted aye and the motion carried unanimously. List has been made part of the minutes.

PUBLIC HEARING – ON COUNTY CLERK'S RECORDS MANAGEMENT ARCHIVE AND VITALS PLAN

No public comments.

CONSIDER AND/OR APPROVE COUNTY CLERK'S RECORDS MANAGEMENT ARCHIVE & VITALS PLAN

Kelly Ratliff, County Clerk, presented the Records Management Archive & Vitals Plan. They plan to digitize 20 volumes which will make Real Property records available online from 1960-current. Dwight Kirksey made a motion to approve the above stated agenda item, seconded by Gary Alexander. All voted aye and the motion carried unanimously. Plan has been made part of the minutes.

CONSIDER AND/OR APPROVE UPDATED AIRPORT HANGAR RENTAL RATES

Gary Alexander made a motion to approve the above stated agenda item, seconded by Ben Bentley. All voted aye and the motion carried unanimously. Rates have been made part of the minutes.

CONSIDER AND/OR APPROVE MOU BETWEEN HUTCHINSON COUNTY AND THE UNITED STATES DEPARTMENT OF ENERGY

Judge Irwin presented this MOU for fire support; it was a 5-year contract, and this is extending it to a 10-year contract. Craig Jones, County Attorney, has reviewed this contract. Chris Prock made a motion to approve the above stated agenda item, seconded by Dwight Kirksey. All voted aye and the motion carried unanimously. MOU has been made part of the minutes.

CONSIDER AND/OR APPROVE AN INTERLOCAL AGREEMENT WITH HANSFORD COUNTY FOR SEAL COATING

Duane Chisholm, R&B Superintendent, presented this agreement to assist Hansford County with seal coating. Commissioner Bentley asked how many roads they plan to do in Hutchinson County, and he said 6-7 miles and 5 miles have already been done. Craig Jones, County Attorney, has reviewed this agreement. Dwight Kirksey made a motion to approve the above stated agenda item, seconded by Gary Alexander. All voted aye and the motion carried unanimously. Agreement has been made part of the minutes.

CONSIDER AND/OR APPROVE REPLACING THE JAIL CAMERA SYSTEM USING CONTINGENCY FUNDS

Richard Hein, IT Director, presented a Camera Replacement Quote for the Jail. He had asked the Sheriff to put this in his budget for next year, but he is concerned it will not make it as it keeps freezing up which is causing security and liability issues. He would like to replace the camera system now with contingency funds. He provided a quote from Ideacom for $36,279.18. They will come in to replace all of the cameras with the exception of the 3 that were recently replaced. Ben Bentley made a motion to approve the above stated agenda item, seconded by Gary Alexander. All voted aye and the motion carried unanimously. Quote has been made part of the minutes.

UPDATE ON ARP GRANT PROJECTS

None at this time.

CONSIDER AND/OR APPROVE BURN BAN OR RESCIND BURN BAN

Alan Wells, EMC/County Fire Marshall, reported that the drought index is average 587. His recommendation is to put the burn ban in place. Chris Prock made a motion to approve the above stated agenda item, seconded by Ben Bentley. All voted aye and the motion carried unanimously. Order has been made part of the minutes.

CONSIDER AND/OR APPROVE REQUESTS FOR USE OF CLUBROOMS AT BORGER LIBRARY OR FRITCH

Chris Prock had no requests for the Borger Library Clubroom.
Dwight Kirksey had no requests for the Fritch Library Clubroom.

CONSIDER AND/OR APPROVE LINE-ITEM CHANGES, TRANSFERS, AND/OR BUDGET AMENDMENTS

Dwight Kirksey made a motion to approve the above stated agenda item, seconded by Ben Bentley. All voted aye and the motion carried unanimously. Order has been made part of the minutes.

CONSIDER AND/OR APPROVE ADVERTISING, OPENING, ACCEPTING OR AWARDING BIDS

None at this time.

CONSIDER AND/OR APPROVE DONATIONS TO HUTCHINSON COUNTY

None at this time.

DISCUSSION OF COUNTY JUDGES' AND COMMISSIONERS' PRECINCTS DAILY OPERATIONS

Commissioner Bentley reported they will meet with the architect about the Stinnett Annex

Commissioner Alexander reported they have been watering a lot with the hot weather at the Borger Annex.

CONSIDER AND/OR APPROVE SALE OF STRUCK OFF TAX PROPERTIES AND TAX DEEDS

Christina Ruth Bohn submitted a counteroffer of $250.00 for Lot 56, Block 1, Section D, Lake Meredith Harbor, Hutchinson County, Texas. The appraised value is $3,760.00. Dwight Kirksey made a motion to approve the counteroffer of $250.00, seconded by Ben Bentley. All voted aye and the motion carried unanimously. Counteroffer has been made part of the minutes.

BUDGET WORKSHOP

Child Welfare - Laura Chisholm – President of Child Welfare Board, Paula McNeese - Vice President, Connie Chilton – Treasurer, Michelle Griffin - Secretary (absent from the meeting) presented the budget requests. These funds support Hutchinson County children and case workers. They currently have 38 children to support, averaging $300.00 per child. If additional funds are needed the Rainbow Room helps with this. Budget proposal with notes has been made part of the minutes.

County Clerk/Elections – Kelly Ratliff, County Clerk presented her budget requests for County Clerk. County Clerk budget proposal with notes has been made part of the minutes. Update to the notes she is requesting a reduction in Training and Education, an increase in dues and copier expense totaling a $575.00 increase in the total budget. Election budget proposal with notes has been made part of the minutes. Update to the notes due to HB2753 not starting until 2027, the Election Workers line-item request can stay at $30,000.00 a reduction from last year, reduction in Supplies and Ballot Expense as well as postage. She had originally increased the Equipment line item to $8,000.00 due to the need to replace 6 ExpressPollbooks due to end of life and they will not support the state certified update. She would like to request this from Contingency Funds as we need these prior to October to order, program, test and be ready for the November 3, 2026, General Election. If this is approved, she would like to reduce that Equipment line item back to $3,500.00 proposed budget.

Fire Protection – Marisa Webster from City of Stinnett spoke on the requested budget increase of $10,000.00. She said costs are rising and many fires they have been responding to are outside the city limits of Stinnett. Fire incident reports were provided and made part of the minutes. The reporting provides number of calls and time on scene, Stinnett (CCD) are calls outside the city limits of Stinnett and then surrounding towns. Commissioner Kirksey said the last time they increased the budgets/contracts each fire department came and made a presentation, this was roughly 5 years ago. They will investigate this further and decide when certified values come in.

District Clerk – Tammy McBrayer, District Clerk presented her budget requests. Budget proposal with notes has been made part of the minutes. Update to the notes she no longer needs the $58.00 increase in Bonds & Notary reducing it back to $142.00 proposed budget.

Tax Assessor/Collector – Carrie Kimmell, Tax Assessor presented her budget requests. Budget proposal with notes as well as quotes for copier has been made part of the minutes. One of the requests was to replace one of her copiers with Tascosa as she prefers the copiers they have provided in the past and our IT director said they are a higher resolution printer. Judge Irwin mentioned they are looking into opting out of the Visual Edge countywide contract and looking at other companies such as Tascosa for bids for countywide.

Treasurer – Amy Back, Treasurer presented her budget requests. Budget proposal with notes has been made part of the minutes. Discussed new accounting software such as GovTech, the current software has been in place since 2008. They have investigated adding modules with Tyler, but it would be substantially more expensive. She and the auditor normally split this software. GovTech would be $72,000.00 the first year with an 18-month implementation process. GovTech also allows electronic time sheets that employees can upload directly into the software, and it does integrate with any type of time clock.

Auditor – Lesha Krieg, Auditor presented her budget requests. Budget proposal with notes has been made part of the minutes.

Information Technology – Richard Hein, IT Director presented his budget requests. Budget proposal with notes has been made part of the minutes. He did start off by saying the IT world is seeing a lot of increases due to memory shortages making it hard to budget for increases that could take place. Update to notes he realized not all of our Office 365 email accounts are on the government plan; some are on a non-government plan which does not work with CJIS compliance. He needs to add $1,500.00 to his Renewal Services line item but can take out the $1,000.00 for Cybersecurity so it would be a $500.00 proposed increase. He also advised the court we are required to archive social media accounts within the county. This will be a sizable expense anywhere from $7,500.00 to $10,000.00. There are 14 county Facebook pages that he is aware of and would have to give access to the software. He is requesting $10,000.00 be added to Renewal Services for this. This would make Renewal Services line item for the proposed budget $311,100.00. He is requesting to remove $5,000.00 from equipment line item previously requested.

Airport – Judge Irwin presented these budget requests. Budget proposal with notes has been made part of the minutes. Update to notes, they budgeted for 2 fuel trucks but could budget for 1 new jet fuel truck and will fix the other fuel truck. Update the Equipment and Upkeep line item from $500,000.00 to $300,000.00. There is an increase in Office Supplies and Travel & Training requested/proposed budget but no notes.

Museum – Ashley Keeney, Museum Director presented her budget requests. Budget proposal with notes has been made part of the minutes.

Library – Nancy Criswell, Library Director presented her budget requests. Budget proposal with notes has been made part of the minutes. Update to notes, she would like to reduce postage line item to $1,250.00 and increase copier line item to $4,000.00 proposed budget. The request for a car expense line item and salary increase are within the notes. The summer reading program has exceeded all expectations. The Friends of the Library has a new working relationship, partnering with P66 as they donated $10,000.00 to the reading program. After later discussion it was decided to remove the car expense and did agree to keep the salary increase totaling $59,800.00 proposed budget at this time.

Juvenile Probation – Jeremy Sharp, Probation Director presented his budget requests. Budget proposal with notes has been made part of the minutes. Update to notes, he would like to increase

Counseling line item to $39,000.00. Commissioner Prock asked about the Detention line item being at $100,000.00 as discussed last year, possibly reducing since they have not used over $35,000.00 in the last few years. Mr. Sharp would like to keep the $100,000.00 because the reason they have not had to use as much from that fund is applying and receiving RDA funding. This can be unpredictable and if they need the funds, he would like them to be there when kids need placement. It was suggested to reduce the Detention line item to $50,000.00 and request contingency if more is needed. After discussion it was decided to reduce the Detention line item to $50,000.00 proposed budget.

Adult Probation – Jennifer Rhoden, Probation Director presented her budget requests. Budget proposal with notes has been made part of the minutes.

County Extension Agent – Caitlynne Budd, Extension Agent presented her budget requests. Budget proposal with notes has been made part of the minutes.

Sheriff – Jerry Langwell, Sheriff presented his budget requests. Budget proposal with notes has been made part of the minutes.

Sheriff Langwell presented a Courthouse Security/Warrant & Civil Process Deputy presentation to add a deputy that has been made part of the minutes. Commissioner Kirksey asked if there is an up trend in serving papers and he said yes as well as the County Attorney directing all service to the Sheriff's Office vs Constable. Counties with similar size population such as Gray County have 14 patrol positions and we have 10, Moore County has 24 patrol positions. Commissioner Prock mentioned Moore County doesn't have Constables and asked if the bailiffs could help with the courthouse security part of this and they could if the District Judges allow it. Amy Back, Treasurer, asked if the new SRO for SFISD only works for the school and that is correct. Commissioner Kirksey asked what the starting salary would be for a new deputy and it would be $95,892.00 including benefits to add a courthouse security deputy. Fuel and equipment are accounted for in the budget. If he started to see a need for an increase in the fuel budget, he would bring that to the court. All agree to add the Courthouse Security Deputy Position.

Sheriff Langwell presented a Holiday Overtime Compensation Proposal that has been made part of the minutes. All agreed with this proposal. The treasurer and auditor will work on the best way to add this to the budget.

84th District Judge – Judge Irwin received an email from Judge Brancheau and presented his budget requests. Budget proposal with notes has been made part of the minutes. His budget is $27,000.00 lower than last year. The auditor must make some adjustments to the Public Defender line item. He is also proposing a 3% raise for his employees, which is split between the 3 counties.

Maintenance – Cindy Irwin, County Judge and Commissioners presented their budget requests. Budget proposal with notes has been made part of the minutes. Update to notes, Commissioner Kirksey is requesting an increase in his Janitor Supplies, Library Fritch line item, to $700.00. Lesha Krieg, Auditor, mentioned from the presentation last year that only around 1% of Capital Improvements is being used each year and you can line-item transfer from there if needed for things like janitorial supplies, if you don't have a big project planned. She also needs the Samsara estimate.

Non-Departmental – Cindy Irwin, County Judge presented her budget requests. Budget proposal with notes has been made part of the minutes. Update to notes, Lesha Krieg, Auditor, reported that she will be reducing Retired Employee's Insurance to $50,000.00 and Unemployment Insurance to $25,000.00. She is waiting to update the TIRZ Funding line item until certified values come out. She is still waiting to update the Auditing line item. She will update the Insurance line item once the auto insurance quote is entered. Judge Irwin reported on the increase to the Safety Program line item to replace all AED batteries and pads. Commissioner Kirksey asked about the Health and Wellmess line item and what we use it for. Judge Irwin explained the Health and Wellness program with TAC and how we earn rewards. This line item is used to host wellness meetings with meals and prizes for health contests and incentives for employees within the county. Judge Irwin mentioned when her and Shevon retire that Amy Back, Treasurer will be the wellness sponsor and Monica Wagner, Assistant Treasurer will be the wellness coordinator. Lesha also suggested an increase in the Copy Paper & Supplies line item to $11,000.00.

County Welfare – Cindy Irwin, County Judge presented her budget requests. Budget proposal with notes has been made part of the minutes. Panhandle Community Services line item requested an additional $500.00 but there was no presentation so they will move that line item back to $3,000.00 until they see the presentation and decide. Commissioner Kirksey suggested any entity requesting an increase should present their budget and reasoning for the requested increase.

Constable, Pct 2 – Angelica Hartranft, Constable Pct, had presented her budget during the July 13, 2026 meeting with requests for a part-time deputy and clerk as well as a raise. She sent over a Proposal for Part Time help. They were able to get her on ZOOM to answer some questions. Commissioner Kirksey is not for the raise but would agree to the part time help if they could float between both Constable Pct 2 and Constable Pct 1 due to the increase in civil process. Constable Hartranft explained they would have to be double commissioned. She saw the approval of the additional deputy for the Sheriff's Office, and she serves the same amount of civil in her opinion as they do and it is just her no clerk or additional help. Lesha asked if one part-time could help with both clerk and deputy duties when you need them to. She does not think the reserve deputy she already has in place would be able to fulfill both positions as he also has a full-time job. She would like the reserve deputy/part-time deputy to be for when she is on vacation, training, sick. The part-time clerk position would be consistent once a week in the office. The reserve position is not a paid position she would like this same deputy to also be part-time in order to get paid and be more available. The Commissioners agreed to a part-time clerk position only. Constable Hartranft wanted to put it on record that her office is suffering, and she has asked multiple times for help and others present and receive with no question. She will accept the part-time clerk position. She also presented some estimates for Ford F-150 Responders as she had offered to transfer her Charger to the new SFISD SRO position as it would suit that position. They agreed to budget for and add a line item for a Ford F-150 Responder.

Lesha Krieg, Auditor, wanted to confirm since the Airport Director open job posting for salary said up to $65,000.00 if that Salary line item should be increased to $65,000.00, answer was yes.

Commissioner Kirksey wanted to discuss again adding an Interim Road & Bridge line item in the amount of $18,900.00 with a start date of November 1st. Amy Back, Treasurer, suggested posting for the positions in November to ensure you have people hired and can be interim before the retirees leave. After discussion the majority decided to add this for now.

Amy Back, Treasurer, wanted to ask about the employees having to drive back and forth between county buildings such as Library, Museum and Assistant Auditor if milage needs to be added for them. Other counties have added it into their salaries and others keep up with milage and turn it in. After discussion the majority decided against the milage reimbursement.

EXECUTIVE SESSION – SECTION 551.074 (PERSONNEL MATTERS)

Convened into Executive Session at 12:57 p.m.
Reconvened into Regular Session at 1:05 p.m.

CONSIDER AND/OR APPROVE ANY ACTION FROM EXECUTIVE SESSION

No action taken.

CONSIDER AND/OR APPROVE MOTION TO ADJOURN

Gary Alexander made the motion to approve the above stated agenda item, seconded by Dwight Kirksey. All voted aye and the motion carried unanimously. Adjourn 1:07 p.m.

Cindy Irwin

CINDY IRWIN – COUNTY JUDGE

ATTEST:

Kelly Ratliff

KELLY RATLIFF – COUNTY CLERK