

**KIMBLE COUNTY COMMISSIONERS COURT**  
**CALLED MEETING – MAY 28, 2024 @ 2:00 PM**

*The Honorable Commissioners Court met on the above date and time in the County Courtroom at 501 Main Street, Junction, TX 76849. The following minutes were taken with regard to that meeting and are reflected below as accurately and to the best of my ability below:*

**COURT PRESENT:**

Commissioner Precinct 1 Brayden Schultz  
Commissioner Precinct 2 Kelly Simon  
Commissioner Precinct 3 Dennis Dunagan  
Commissioner Precinct 4 Kenneth Hoffman  
County Judge Hal A. Rose  
County/District Clerk Karen E. Page

**ELECTED OFFICIALS PRESENT:**

Sheriff Castleberry  
Justice of The Peace Josh Cantrell (ABSENT)  
County Attorney Andrew Heap  
County Treasurer Billie Stewart (ABSENT)

**VISITORS: SEE ATTACHED LIST (If Applicable)**

AGENDA ITEMS:

**1. Call to order:**

a. County Judge Hal Rose called the meeting to order at 2:01PM

**2. Convene meeting and establish quorum.**

a. Quorum was established  
b. Invocation – 2:02PM  
c. Pledge – NONE

**3. Public Comments:**

None

**4. Consideration, discussion, and possible action regarding follow up discussion on strategic planning for longer term road and bridge goals and funding required; and possible county regulations regarding county road matters such as culverts, right of ways, road use and related matters.**

Discussion of reclassifying roads, roads use agreements, commercial vs residential driveways

Motion to proceed with prep for final specs and review potential agreements made by Commissioner Hoffman, second by Commissioner Simon, all present in favor, motion carries

**5. Consideration, discussion, and possible action regarding the County's worker's compensation insurance renewal and bids.**

Motion to accept renewal from Rookes and sign contract made by Commissioner Schulze, second by Commissioner Dunagan, all present in favor, motion carries

**6. Consideration, discussion, and possible action regarding potential amendments to Kimble County Subdivision and Manufactured Home Rental Community Regulations.**

**EXECUTIVE/CLOSED SESSION – An executive/closed session meeting may be held (as needed) pursuant to Sections 551.071(2) and 551.129 of the Texas Government Code (consultation with attorney) for the Commissioners Court to consult with and seek advice from its attorney regarding: (a) the county’s active subdivision and manufactured home rental community regulations; (b) specific instances of potential impediments in the county road easements; and (c) any other matter described in this meeting agenda.**

Motion to move forward with a public hearing based on present draft of subdivision rules made by Commissioner Hoffman, second by Commissioner Schulze, all present in favor, motion carries

**7. Consideration and approval of bills, accounts, and authorization to pay bills and accounts for Kimble County.**

Motion to approve/ pay bills made by Commissioner Schulze, second by Commissioner Simon, all present in favor, motion carries

**8. Consideration, discussion, and possible action regarding amendment of the budget to conform to authorized revenues and expenditures and Order #CC-2024-10 authorizing same.**

Motion to amend made by Commissioner Dunagan, second by Commissioner Simon, all present in favor, motion carries

**9. Adjournment.**

Motion to adjourn made by Commissioner Simon, second by Commissioner Dunagan, all present in favor, motion carries at 4:04pm

There being no further business, Court adjourned this 28<sup>th</sup> day of May, 2024

/S/ HAL A ROSE

Hal A. Rose, Kimble County Judge

Attest: /S/ KAREN E. PAGE

Karen E. Page, County Clerk

**KIMBLE COUNTY CALLED COMMISSIONERS COURT MEETING**

Notice is hereby given that the Kimble County Commissioners Court will convene a called meeting in the County Courtroom of the Kimble County Courthouse, 501 Main Street, Junction, Texas 76849,  
**at 2:00 p.m. on Tuesday, May 28, 2024**


**AGENDA**

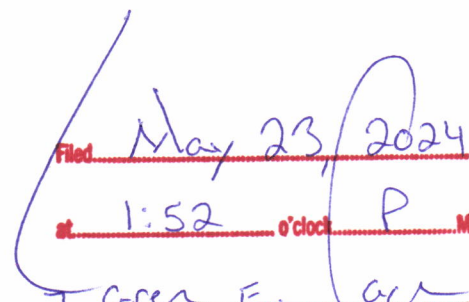
1. Call to order.
2. Convene meeting and establish quorum.
3. Public comments are welcome. Please limit comments to five minutes or less.
4. Consideration, discussion, and possible action regarding follow up discussion on strategic planning for longer term road and bridge goals and funding required; and possible county regulations regarding county road matters such as culverts, right of ways, road use and related matters.
5. Consideration, discussion, and possible action regarding the County's worker's compensation insurance renewal and bids.
6. Consideration, discussion, and possible action regarding potential amendments to Kimble County Subdivision and Manufactured Home Rental Community Regulations.

**EXECUTIVE/CLOSED SESSION – An executive/closed session meeting may be held (as needed) pursuant to Sections 551.071(2) and 551.129 of the Texas Government Code (consultation with attorney) for the Commissioners Court to consult with and seek advice from its attorney regarding: (a) the county's active subdivision and manufactured home rental community regulations; (b) specific instances of potential impediments in the county road easements; and (c) any other matter described in this meeting agenda.**

7. Consideration and approval of bills, accounts, and authorization to pay bills and accounts for Kimble County.
8. Consideration, discussion, and possible action regarding amendment of the budget to conform to authorized revenues and expenditures and Order #CC-2024-10 authorizing same.
9. Adjournment.

**This notice is given and posted pursuant to the Texas Open Meetings Act, Title 5, Chapters 551 and 552, Texas Government Code.**

  
Hal A. Rose, County Judge

  
Filed May 23, 2024  
at 1:52 o'clock P.M.  
Karen E. Page, County Clerk, Kimble County, Texas

COMMISSIONER'S COURT  
MEETING 5/28/2024

VISITORS PLEASE SIGN IN

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*W. M. J. Junction East*

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# Deep East Texas Self Insurance Fund

## Workers' Compensation Self – Insurers' Fund

### WORKERS' COMPENSATION INFORMATION PAGE

**PARTICIPANT:**  
 Kimble County  
 Member 255  
 501 Main Street  
 Junction, Texas 76848

**DATE PREPARED:** 04/09/2024  
**CONTRACT PERIOD:** 7/1/2024 to 7/1/2025

### Estimated Billing

Code	Classification of Operations	Payroll	Rate	Modified Premium
5506	STREET CONST/HVY EQ OPERATORS	270,900.00	1.64	\$4,443.00
5606	COUNTY COMMISSIONERS	81,000.00	0.37	\$300.00
7704B	FIREMEN (VOLUNTEER)	150,800.00	1.95	\$2,941.00
7720	LAW ENFORCEMENT	1,081,559.00	0.86	\$9,301.00
8810	CLERICAL OFFICE EMPLOYEES	638,748.00	0.36	\$2,299.00
8833	PROF HOSPITAL EMPLOYEES	238,782.00	0.34	\$812.00
8838	PUBLIC LIBRARIES-PROF & CLER	148,347.00	0.37	\$549.00
9102	PARKS & RECREATION - ALL EMP	81,060.00	2.33	\$1,889.00
<b>Total Manual Premium</b>				<b>\$22,534.00</b>
<b>Experience Modification</b>				<b>1.00</b>
<b>Modified Premium</b>				<b>\$22,534.00</b>
<b>Schedule Rating Factor</b>				<b>0.00%</b>
<b>Schedule Rating Amount</b>				<b>\$0.00</b>
<b>Manual Premium Adjustment</b>				<b>\$0.00</b>
<b>Annual Premium</b>				<b>\$22,534.00</b>

KIMBLE COUNTY  
 Position Budget Review  
 Check Dates 01/01/2024 - 01/01/2024  
 For Full Time Line Item 4001

Emp/Pos #	Description	Orig Budget	Amendments	Amend Budget	Year to Date		Est Exp	Balance	ST**
					Trans				
1000.0400.0001	COUNTY JUDGE	52,000.00		52,000.00			0.00	52,000.00	
1000.0400.0002	COUNTY JUDGE SECRETARY	39,900.00		39,900.00			0.00	39,900.00	
0400	COUNTY JUDGE	91,900.00	0.00	91,900.00	0.00		0.00	91,900.00	
1000.0401.0001	COMMISSIONERS	81,000.00		81,000.00			0.00	81,000.00	M
0401	COMMISSIONERS	81,000.00	0.00	81,000.00	0.00		0.00	81,000.00	
1000.0403.0001	COUNTY AND DISTRICT CLERK	50,100.00		50,100.00			0.00	50,100.00	
1000.0403.0002	COUNTY AND DISTRICT DEPUTY CL	118,650.00		118,650.00			0.00	118,650.00	M
0403	COUNTY CLERK	168,750.00	0.00	168,750.00	0.00		0.00	168,750.00	
1000.0455.0001	JUSTICE OF THE PEACE	50,100.00		50,100.00			0.00	50,100.00	
1000.0455.0002	JUSTICE OF THE PEACE CLERK	79,590.00		79,590.00			0.00	79,590.00	M
0455	JUSTICE OF THE PEACE	129,690.00	0.00	129,690.00	0.00		0.00	129,690.00	
1000.0475.0001	COUNTY ATTORNEY	50,100.00		50,100.00			0.00	50,100.00	
1000.0475.0002	COUNTY ATTORNEY SECRETARY	36,750.00		36,750.00			0.00	36,750.00	
0475	COUNTY ATTORNEY	86,850.00	0.00	86,850.00	0.00		0.00	86,850.00	
1000.0497.0001	COUNTY TREASURER	50,100.00		50,100.00			0.00	50,100.00	
1000.0497.0002	COUNTY DEPUTY TREASURER	39,690.00		39,690.00			0.00	39,690.00	
0497	COUNTY TREASURER	89,790.00	0.00	89,790.00	0.00		0.00	89,790.00	

Prepared by: FI Technicians  
 GL.POS.BUD.REVIEW  
 \*\* E position is empty, M position has multiple people in it

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KIMBLE COUNTY  
 Position Budget Review  
 Check Dates 01/01/2024 - 01/01/2024  
 For Full Time Line Item 4001

Emd/Pos #	Description	Orig Budget	Amendments	Amend Budget	Year to Date		Balance	ST**
					Trans	Est Exp		
1000.0540.0022	EMS DIRECTOR	71,134.18		71,134.18	0.00		71,134.18	
1000.0540.0023	FULL TIME EMT	62,400.00		62,400.00	0.00		62,400.00	M
1000.0540.0025	FULL TIME AEMT	66,768.00		66,768.00	0.00		66,768.00	M
1000.0540.0027	FULL TIME PMEDIC	38,480.00		38,480.00	0.00		38,480.00	M
<b>0540</b>	<b>AMBULANCE SERVICE</b>	<b>238,782.18</b>	<b>0.00</b>	<b>238,782.18</b>	<b>0.00</b>		<b>238,782.18</b>	
1000.0560.0001	COUNTY SHERIFF	75,000.00		75,000.00	0.00		75,000.00	
1000.0560.0003	CHIEF DEPUTY	0.00	0.00	0.00	0.00		0.00	E
1000.0560.0004	FULL TIME DEPUTIES	225,887.80		225,887.80	0.00		225,887.80	M
1000.0560.0006	RESOURCE OFFICER	50,794.08		50,794.08	0.00		50,794.08	
1000.0560.0007	JAIL ADMINISTRATOR	44,557.88		44,557.88	0.00		44,557.88	
1000.0560.0008	JAILER	167,855.73		167,855.73	0.00		167,855.73	M
1000.0560.0009	DISPATCHER	164,411.52		164,411.52	0.00		164,411.52	M
1000.0560.0010	SHERIFF ADMINISTRATOR	4,326.00		4,326.00	0.00		4,326.00	
1000.0560.0011	SHERIFF ADMINISTRATOR ASSISTANT	39,512.04		39,512.04	0.00		39,512.04	
<b>0560</b>	<b>COUNTY SHERIFF</b>	<b>772,345.05</b>	<b>0.00</b>	<b>772,345.05</b>	<b>0.00</b>		<b>772,345.05</b>	
1000.0562.0004	FULL TIME DEPUTY	0.00	0.00	0.00	0.00		0.00	M
1000.0562.0005	PART TIME DEPUTY	0.00	0.00	0.00	0.00		0.00	M
<b>0562</b>	<b>S.T.E.P. PROGRAM</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>		<b>0.00</b>	
1000.0650.0014	LIBRARIAN	48,947.68		48,947.68	0.00		48,947.68	

Prepared by: FI Technicians  
 GL POS BUD REVIEW  
 \*\* E position is empty, M position has multiple people in it

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KIMBLE COUNTY  
 Position Budget Review  
 Check Dates 01/01/2024 - 01/01/2024  
 For Full Time Item 4001

Emp/Pos #	Description	Orig Budget	Amendments	Amend Budget	Year to Date Trans	Est. Exp	Balance	ST**
1000.0650.0015	CHILDREN LIBRARIAN PROGRAM	33,075.00		33,075.00	0.00	0.00	33,075.00	
1000.0650.0016	FULL TIME LIBRARY	38,325.00		38,325.00	0.00	0.00	38,325.00	
<u>0650</u>	<u>LIBRARY</u>	<u>120,347.68</u>	<u>0.00</u>	<u>120,347.68</u>	<u>0.00</u>	<u>0.00</u>	<u>120,347.68</u>	
1000.0655.0021	FULL TIME MUSEUM	28,000.00		28,000.00	0.00	0.00	28,000.00	
<u>0655</u>	<u>HISTORICAL MUSEUM</u>	<u>28,000.00</u>	<u>0.00</u>	<u>28,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>28,000.00</u>	
1000.0660.0018	COUNTY PARK SUPERVISOR	47,250.00		47,250.00	0.00	0.00	47,250.00	
1000.0660.0019	COUNTY PARK CREW	33,810.00		33,810.00	0.00	0.00	33,810.00	
<u>0660</u>	<u>PARKS DEPARTMENT</u>	<u>81,060.00</u>	<u>0.00</u>	<u>81,060.00</u>	<u>0.00</u>	<u>0.00</u>	<u>81,060.00</u>	
1000.0665.0013	COUNTY AGENT	27,930.00		27,930.00	0.00	0.00	27,930.00	
<u>0665</u>	<u>AGRICULTURAL EXTENSION SERVIC</u>	<u>27,930.00</u>	<u>0.00</u>	<u>27,930.00</u>	<u>0.00</u>	<u>0.00</u>	<u>27,930.00</u>	
2100.0610.0029	ROAD AND BRIDGE SUPERVISOR	54,600.00		54,600.00	0.00	0.00	54,600.00	
2100.0610.0030	FULL TIME ROAD AND BRIDGE	216,300.00		216,300.00	0.00	0.00	216,300.00	M
<u>0610</u>		<u>270,900.00</u>	<u>0.00</u>	<u>270,900.00</u>	<u>0.00</u>	<u>0.00</u>	<u>270,900.00</u>	
5900.0560.0003	CHIEF DEPUTY	53,988.48		53,988.48	0.00	0.00	53,988.48	
5900.0560.0004	FULL TIME DEPUTY	207,130.56		207,130.56	0.00	0.00	207,130.56	M
5900.0560.0008	JAILER	41,098.73		41,098.73	0.00	0.00	41,098.73	
5900.0560.0010	SHERIFF ADMINISTRATOR	50,839.24		50,839.24	0.00	0.00	50,839.24	

Prepared by: FI Technicians  
 GL POS.BUD.REVIEW  
 \*\* E position is empty, M position has multiple people in it

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KIMBLE COUNTY  
 Position Budget Review  
 Check Dates 01/01/2024 - 01/01/2024  
 For Full Time Item 4001

Emp/Pos #	Description	Orig Budget	Amendments	Amend Budget	Year to Date		Balance	ST**
					Trans	Est Exp		
7200.0560.0045	SHERIFF SB22 SUPPLEMENT	0.00	0.00	0.00	0.00	0.00	0.00	E
7200.0560.0046	SB22 SUPPLEMENT DEPUTY/JAILER	0.00	0.00	0.00	0.00	0.00	0.00	E
0560	COUNTY SHERIFF	353,057.01	0.00	353,057.01	0.00	0.00	353,057.01	
Grand Totals		2,540,401.92	0.00	2,540,401.92	0.00	0.00	2,540,401.92	

Prepared by: FI Technicians  
 GL.POS.BUD.REVIEW  
 \*\* E position is empty, M position has multiple people in it

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KIMBLE COUNTY  
Position Listing

Position	Title	Emp #	Employee	Pos Status	Grade	E/O	LV	F/P	HI	WC	EEOC	Fun	EEOC	Cat	E-4	UI	Max	Curr	Budget	
Full Time																				
1000.0400.0001	COUNTY JUDGE			Y	N	F	N			8810					XXX		1	52000.00		
	01*00473 ROSE, HAROLD ARTHUR																			
1000.0400.0002	COUNTY JUDGE SECRETARY			N	Y	F	N			8810					921190		1	39900.00		
	01*00280 COLE, JENNIFER M																			
End of 1000.0400																				
Full Time																				
1000.0401.0001	COMMISSIONERS			Y	N	F	N			5606					XXX		4	81000.00		
	01*00314 DUNAGAN, DENNIS																			
	01*00372 HOFFMAN, KENNETH																			
	01*00400 SCHULZE, KENNETH B																			
	01*00373 SIMON, KELLY																			
End of 1000.0401																				
Full Time																				
1000.0403.0001	COUNTY AND DISTRICT CLERK			Y	N	F	N			8810					XXX		1	50100.00		
	01*00371 PAGE, KAREN																			
1000.0403.0002	COUNTY AND DISTRICT DEPU			N	Y	F	N			8810					921190		3	118650.00		
	01*00384 HOPKINS, CAROLYN																			
	01*00382 POWERS, KENDRA																			
End of 1000.0403																				
Full Time																				
1000.0455.0001	JUSTICE OF THE PEACE			Y	N	F	N			8810					XXX		1	50100.00		
	01*00306 CANTRELL, JOSH																			
1000.0455.0002	JUSTICE OF THE PEACE CLERK			N	Y	F	N			8810					922110		2	79590.00		
	01*00310 RICHARDSON, KIMBERLY																			
	01*00394 WALLACE, TERRA																			
End of 1000.0455																				
Full Time																				
1000.0475.0001	COUNTY ATTORNEY			Y	N	F	N			8810					XXX		1	50100.00		
	01*00378 HEAP, ANDREW																			
1000.0475.0002	COUNTY ATTORNEY SECRETAR			N	Y	F	N			8810					922110B		1	36750.00		
	01*00431 PAPER, DARLA																			
End of 1000.0475																				
Full Time																				
1000.0497.0001	COUNTY TREASURER			Y	N	F	N			8810					XXX		1	50100.00		
	01*00269 STEWART, BILLIE																			
1000.0497.0002	COUNTY DEPUTY TREASURER			N	Y	F	N			8810					921130		1	39690.00		
	01*00414 DILTS, SANDY																			
End of 1000.0497																				

Prepared by: FI Technician  
POSITION REPORT

Printed 14:33:07 04 APR 2024

KIMBLE COUNTY  
Position Listing

Position	Title	Emp #	Employee	Pos Status	Grade	E/O	LV	F/P	HI	WC	EBOC Fun	EBOC Cat	E-4	UI	Max Curr Budget
End of 1000.0560		01*00426	VANCKHOVEN, EMILY												
Full Time															
1000.0650.0014	LIBRARIAN	01*00327	HELTON, ANDREW	N	Y	F	N				8838			519120	1 48947.68
1000.0650.0015	CHILDREN LIBRARIAN PROGR	01*00358	CASTILLO, REGINA	N	Y	F	N				8838			519120	1 33075.00
1000.0650.0016	FULL TIME LIBRARY	01*00357	SAUCEDA, MAGEN	N	Y	F	N				8838			519120	1 38325.00
End of 1000.0650															
Full Time															
1000.0655.0021	FULL TIME MUSEUM	01*00485	CHILDRESS, VANESSA ANN	N	Y	F	N				8838			712110	2 28000.00
End of 1000.0655															
Full Time															
1000.0660.0018	COUNTY PARK SUPERVISOR	01*00275	WALLACE, JR, JERRY	N	Y	F	N				9102			712190	1 47250.00
1000.0660.0019	COUNTY PARK CREW	01*00494	HENSLEY, MALCOM	N	Y	F	N				9102			712190	1 33810.00
End of 1000.0660															
Full Time															
1000.0665.0013	COUNTY AGENT	01*00475	OROZCO-LOPEZ, ALEJANDRO	N	N	F	N				8810			926140	1 27930.00
End of 1000.0665															
Full Time															
2100.0610.0029	ROAD AND BRIDGE SUPERVIS	01*00376	SPARKS, ET	N	Y	F	N				5506			237310	1 54600.00
2100.0610.0030	FULL TIME ROAD AND BRIDG	01*00495	STEWART, OPIE D	N	Y	F	N				5506			237310	6 216300.00
		01*00492	GARZA, JORDY												
		01*00491	STEWART, COY PRESTON												
		01*00482	HILL, STEPHEN HAMILTON												
End of 2100.0610															
Full Time															
5900.0560.0003	CHIEF DEPUTY	01*00005	BROWN, STEVEN R	N	Y	F	N				7720			922120	1 53988.48
5900.0560.0004	FULL TIME DEPUTY	01*00432	COOKE, HUGH	N	Y	F	N				7720			922120	10 207130.56

Prepared by: Ft Technician  
POSITION REPORT

Printed 14:33:07 04 APR 2024

**Amendment to  
Interlocal Agreement  
Deep East Texas Self Insurance Fund  
Volunteer Coverage**

In consideration of the Political Subdivision's request for payment of additional benefits and in further consideration of the Fund's agreement to pay such benefits, the Interlocal Agreement between the Fund and the Political Subdivision dated 7/1/2024 is amended as set forth below.

1. Coverage for Volunteers and Elected/Appointed Officials. If the governing body of the Political Subdivision has adopted a resolution to provide workers' compensation coverage for volunteers and elected/appointed officials as required by law, such volunteers and elected/appointed officials, while acting within the course and scope of their official duties, shall be covered by the Interlocal Agreement as any other employee of the Political Subdivision. Such coverage shall be for full medical benefits and the minimum compensation payments under the law in accordance with the provisions of the Texas Labor Code, Section 504.012.
  - a. The Political Subdivision chooses to cover the following categories of personnel for workers' compensation and agrees to pay the premium for the payroll classifications set forth in the Political Subdivision's Workers' Compensation Information Page for Estimated Billing:
    - Volunteer Firefighters
  - b. The Fund shall pay benefits in accordance with Texas Labor Code, Section 504.012 and this Amendment.
  - c. The Political Subdivision agrees that adequate premium for the above exposures must be collected by the Fund. As such, the Political Subdivision agrees that the reportable compensation for premium computation purposes for each person covered under this Amendment shall be \$5,200 per year for each elected/appointed official and volunteer. An accounting of the number of such volunteers shall be reported to the Fund on an annual basis, subject to audit by the Fund.
2. This Amendment shall be subject to all the terms, provisions, and conditions of the Interlocal Agreement and nothing herein contained shall vary, alter, or extend any term, provision, or condition of the Interlocal Agreement except as specifically stated herein.

Effective this 1 day of July 2024.

SIGNATURES FOLLOW ON THE NEXT PAGE

Amendment to Interlocal Agreement: Volunteers

**DEEP EAST TEXAS SELF INSURANCE FUND**

**KIMBLE COUNTY**

By: *Dustin Hill*

By: \_\_\_\_\_

Dustin Hill

Date: 4/9/2024

Date: \_\_\_\_\_

COUNTY OF KIMBLE §  
STATE OF TEXAS §

ORDER AMENDING BUDGET FOR 2024

WHEREAS, Section 111.010(c) of the Texas Local Government Code provides that the commissioners court of a county, by order, may amend the budget to transfer an amount budgeted for one item to another budgeted item without authorizing an emergency expenditure; and,

WHEREAS, the Kimble County Commissioners Court has received revenues and made expenditures in the period since the last Commissioners Court meeting and during this meeting that may require amendment of the 2024 budget.

BE IT THEREFORE ORDERED that the 2024 budget, as appropriate, is hereby amended to conform to revenues and expenditures authorized and approved by the Court in this meeting.

ORDERED this the 28<sup>th</sup> day of May, 2024.

*Hal A. Rose*

HAL A. ROSE  
COUNTY JUDGE

*Brayden Schulze*  
BRAYDEN SCHULZE  
COMMISSIONER PCT. 1

*Kelly Simon*  
KELLY SIMON  
COMMISSIONER PCT. 2

*Dennis Dunagan*  
DENNIS DUNAGAN  
COMMISSIONER PCT. 3

*Kenneth Hoffman*  
KENNETH HOFFMAN  
COMMISSIONER PCT. 4

ATTEST:

*Karen E. Page*  
KAREN E. PAGE, County Clerk

