

THE STATE OF TEXAS

IN COMMISSIONERS COURT

COUNTY OF TERRELL

REGULAR SESSION

COMMISSIONERS COURT MINUTES, REGULAR SESSION, OCTOBER 14, 2025

The Terrell County Commissioners Court met on Tuesday, the 14th day of October 2025, at 9:00 A.M. in the commissioner's courtroom of the county courthouse in the city of Sanderson, Texas. Notices of the meeting place were posted at a site readily accessible to the general public at all times. They remained posted for at least seventy-two hours preceding the scheduled time of this meeting, in compliance with the Open Meetings Act.

The Hon. Dale Carruthers, County Judge, called the meeting to order. The following members of this Court and Officers of the County were present:

Hon. Adam Johnson	Commissioner Pct. 1
Hon. Lupe Garza	Commissioner Pct. 2
Hon. Ele Hagelstein	Commissioner Pct. 3
Hon. Gene Chavez	Commissioner Pct. 4

Hon. Raeline Thompson	County and District Clerk
Hon. Pamela Blaylock	County Treasurer
Hon. Kenneth Bellah	County Attorney
Rosamaria Fuentes - Administrator	County Sheriff

Honorable Blaylock gave the Invocation and led the commissioner's court in the Pledge of Allegiance to the United States flag, followed by the Pledge of Allegiance to the Republic of Texas Flag.

Public Comments on Agenda Items – No Action.

Minutes from previous meetings — Commissioner Johnson motioned to approve the minutes from September 8, 2025, Public Hearing; September 8, 2025, Regular Session and Sept 22, 2025, Special Session. Commissioner Chavez seconded the motion, calling for a vote; all members answered “aye,” and the motion carried.

Otis Elevator’s Proposal of \$2,523.47 for the Annual Pressure Relief Valve No Load Test to pass Inspection – Commissioner Chavez motioned to approve Otis Elevator’s Proposal of \$2,523.47 for the Annual Pressure Relief Valve No Load Test to pass Inspection. Commissioner Johnson seconded the motion, calling for a vote; all members answered “aye,” and the motion carried.

Otis Service and Repair Order

9/12/2025

CUSTOMER NAME
Terrell County Courthouse
105 East Hackberry
Sanderson, TX 79848

OTIS ELEVATOR COMPANY
1308 S. Midkiff #221, B#9,
MIDLAND, TX 79701

OTIS CONTACT
Turner Bickford
Phone: (469) 491-7071
Email: Turner.Bickford@otis.com

PROJECT LOCATION
Terrell County Courthouse
P.O. BOX 4810
SANDERSON, TX 79848-4810

PROPOSAL NUMBER
QTE-002258857

We propose to furnish the necessary material and labor on the following units:

Unit	Customer Designation
H14176	only

SCOPE OF WORK

QEI INSPECTION-- TEXAS

We will arrange for the performance of the annual QEI State Inspection and on your elevator(s) at the above-referenced building. A QEI Certified State Inspector will perform the inspection. We will be responsible for the coordination of the inspection, notification to the State of the inspection, transportation, scheduling, handling, and processing of the associated paperwork except as provided below. Following the inspection, you will receive the certificate of inspection for each elevator. We will also provide you with proposals for work required, if any, to correct any deficiencies/violations noted on the certificate of inspection. In the event that some or all required work is covered under the terms of your current contract, we will supply you with a letter detailing the work to be performed.

Once you have received the certificates of inspection, you are responsible for filing the certificate of inspection (one (1) per elevator or escalator) and the \$20.00 per elevator/escalator fee with the Texas Department of Licensing and Regulation. Should you wish to seek a waiver or delay with respect to any violation indicated by the inspection, you are responsible for requesting such waiver or delay. There is a fee of \$50.00 for each application for delay or waiver as of the date of this contract. If you were to apply for both a waiver and delay, then the fee would be \$100.00. Please note that the certificates of inspection (or requests for waiver or delay) must be filed with the state within 30 days of the date of inspection. Material provided shall be installed in accordance with the ASME A17.1 Safety Code for Elevators and Escalators.

The customer will be responsible for paying local inspection fees if applicable.

Your account representative will contact you to schedule the work. All work will be performed during regular working days and hours of the Elevator Trade unless otherwise specified above. The price quoted below does not include sales tax and is valid for 30 days from the date specified above. The work will be scheduled based on the availability of material and manpower to complete the job efficiently.

The scope proposed herein represents the entire scope that we are contracted for, if additional work is required by others to allow for completion of this work and/or for the inspection to occur, that work is not included. If additional labor and material are needed, a supplemental proposal will be sent.

PRICE

\$2,523.47

Two thousand five hundred twenty-three and 47/100 dollars

This price is based on a **one hundred percent (100%) downpayment** in the amount of \$2,523.47.

PAYMENT TERMS:

- The downpayment amount is due in full prior to Otis ordering material and/or mobilizing.
- If you choose the alternative downpayment amount listed below, the corresponding adjustment shall be applied to the base contract amount.

Downpayment Percent	Price Adjustment Percentage	Authorization (Initial)
25%	+ 10%	
75%	+ 5%	

In the event 100% of the contract price is not paid up front, we must be paid the remaining balance no later than the completion of work. Final invoice will be submitted once work is scheduled.

This proposal, including the provisions printed on the pages following, shall be a binding contract between you, or the party identified below for whom you are authorized to contract (collectively referred to herein as "you"), and us when accepted by you through execution of this proposal by you and approved by our authorized representative; or by your authorizing us to perform work for the project and our commencing such work.

Accepted in Duplicate

Terrell County Courthouse	Otis Elevator Company
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Date: 10-14-2025 Date: _____

Signed:

Signed:

Print Name: Dale Caruthers

Print Name: Amanda Haines

Title: County Judge

Title: Manager & GM, Ft Worth

Email: dale.caruthers@co.terrell.tx.us

Email: _____

Company Name: Terrell County Courthouse

☐ Principal, Owner or Authorized Representative of
Principal or Owner

☐ Agent _____
(Name of Principal or Owner)

Transfer the 213 Persimmon Ave Location utilities to Terrell County – Commissioner Chavez motioned to transfer the 213 Persimmon Ave Location utilities to Terrell County. Commissioner Garza seconded the motion, calling for a vote; all members answered “aye,” and the motion carried.

Order the Special Constitutional Amendment Election to be held on November 4, 2025 – Commissioner Johnson motioned to order the Special Constitutional Amendment Election to be held on November 4, 2025. Commissioner Chavez seconded the motion, calling for a vote; all members answered “aye,” and the motion carried.

Appoint Election Day Judge, Clerks; Central Counting Station Judge, Clerks and the Early Voting Ballot Board Judge, Clerks for the Special Constitutional Amendment Election on November 4, 2025 – Commissioner Johnson motioned to approve appointing Election Day Judge – Kristy Billings; Election Day Clerks – Veronica Luevano, Barbara Schlandt and Daniela Garza; Central Counting Station Judge – Blain Chriesman; Central Counting Station Clerks – Sandra Davis and Vernon Thompson; Early Voting Ballot Board Judge – Lori Smith; Early Voting Ballot Board Clerks – Pam Deaton and Alaina Smith. Commissioner Hagelstein seconded the motion, calling for a vote; all members answered “aye,” and the motion carried.

Combine the Election Precincts for the Special Constitutional Amendment Election to be held on November 4, 2025 – Commissioner Chavez motioned to approve combining the Election Precincts for the Special Constitutional Amendment Election on November 4, 2025. Commissioner Hagelstein seconded the motion, calling for a vote; all members answered “aye,” and the motion carried. -

Community Building New Rental Rate – Commissioner Johnson motioned to approve adding a \$75.00 non-refundable fee to the present fee of \$100.00 non-refundable rental fee for the Community Building making the new rental rate \$175.00. Commissioner Chavez seconded the motion, calling for a vote; all members answered “aye,” and the motion carried.

COMMUNITY BUILDING RULES

1. There will be a \$100.00 non-refundable rental fee plus a non-refundable \$75.00 cleaning fee; the rental period will begin at 8 am and end at Midnight. (Unless otherwise approved by the Clerk's office.)
2. Renter must take out the trash after use and leave it as clean as when they came to it. The renter must remove all items brought into the building on the same day. Also, renter should report if it is not clean before use immediately to the Clerk's office.
3. The renting party shall be responsible for any damage, loss, or breakage.
4. The custodian shall take an inventory of the county equipment after each rental, and shall submit a written report to the Clerk.
5. Nothing shall be attached to the wall paneling.
6. Reservation and rental of the building shall be handled in the County Clerk's office during open hours. Rental fee shall be paid in advance to the Treasurer's office.
7. There will be no charge for any County-related function.

8. Intentional or excessive abuse of the building and contents will prohibit the renter from renting the building for a period of five (5) years.
9. Do not drag tables across the floor-Carry them. Tables must be set up as they were before the use of the hall.
10. Please drop the key in the lockbox located in front of the building, or leave the key at the Clerk's office after use; Don't wait a week or a month.
11. Terrell County reserves the right to refuse rental of the Community Building to any person at any time for any reason.

Thank you for your Cooperation

Commissioner Garza to take over the maintenance of the Heritage Garden – Commissioner Chavez motioned to approve Commissioner Garza to take over the maintenance of the Heritage Garden at no cost to the venue, to reserve the funds for the kitchen to be built in the Convention Center. Commissioner Johnson seconded the motion, calling for a vote; all members answered “aye,” and the motion carried.

Mike Ellis Bid for \$9,989.66 to build the Kitchen in the Convention Center – Commissioner Chavez motioned to approve the bid from Mike Ellis for \$9,989.66 to build the kitchen in the Convention Center being paid out of the Hotel/Motel Line item. Commissioner Johnson abstained. Commissioner Garza seconded the motion, calling for a vote; three members answered “aye,” and the motion carried.

Culture Club's Christmas Bazaar on December 6, 2025, is requesting to be approved to receive \$1,000.00 from the Hotel/Motel Tax line item – Commissioner Johnson motioned to approve the Culture Club to receive \$1,000.00 from the Hotel/Motel Tax line item for the Christmas Bazaar on December 6, 2025. Commissioner Hagelstein seconded the motion, calling for a vote; all members answered “aye,” and the motion carried.

Culture Club is requesting the Commissioners Court to waive the rental and cleaning fees of the Convention Center for the Christmas Bazaar – Commissioner Chavez motioned to waive the rental and cleaning fees on the Convention Center for the Culture Club's Christmas Bazaar but he requests that for future events the Commissioner's court will not waive the rental fees for the Convention Center. Commissioner Hagelstein seconded the motion, calling for a vote; all members answered “aye,” and the motion carried.

October 6, 2025

To: Terrell County Commissioners:

Thank you for your service and for your willingness to support the projects of GFWC Culture Club in Sanderson.

For more than 30 years, GFWC Culture Club has been hosting the Christmas Bazaar. This year our Bazaar will be held on December 6, 2025. In addition to the various arts and crafts, we will again display an educational booth to raise awareness and gain support for our Bee City U.S.A program that the Court approved earlier this year. Native bees are in trouble due to pesticides, diseases, and habitat loss. The Bee City U.S.A. initiative raises awareness and educates the public about this pressing problem.

This year we would again like to request the support of the Terrell County/Hotel Motel tax to help fund the club in sponsoring this event. In addition, we also request that the rental and clean up fees for the Terrell County Convention Center be waived, as our club can not afford to sponsor the Bazaar if these fees are assessed. The Bazaar is our club's major fund raiser, and the proceeds are used to fund local scholarships and education projects, as well as supporting the Terrell County Library, Animal Shelter, Volunteer Fire Department, and Food Pantry. With the exception of small donations to district and state scholarships, all of the money we raise is put back into Sanderson through our various community service programs and projects.

We were thrilled to have the beautifully renovated Terrell County Convention Center and the larger space to hold the Bazaar in 2024, and hope to have even more vendors in this larger space this year. We plan to advertise on social media in Sanderson and the surrounding areas of Alpine, Ft. Stockton, and Ft. Davis. Our marketing strategy includes running PSAs on radio in Alpine and Ft. Stockton, as well as newspaper articles promoting our events. We are also utilizing flyers posted around these towns, as well as in Sanderson, and extensive use of social media.

Our vendors come from as far away as Fort Worth, Del Rio, Angleton, and San Antonio. The Bazaar is held on the same weekend as the Hunter's Feast to enhance the attendance of both events and to encourage people to come and shop and attend a great gathering and enjoy all that Sanderson has to offer.

We thank you in advance for supporting the Sanderson Christmas Bazaar through the Hotel/Motel Tax Fund.

Respectfully,

GFWC Culture Club

Lindy Stumberg, President

List of Bills, Ratify Bills, and Other Bills – Commissioner Chavez motioned to approve the list of bills, ratify bills, and other bills. Commissioner Hagelstein seconded the motion calling for a vote; all members answered “aye,” and the motion carried.

RATIFIES		BILLS	
		SHERIFF'S DEPARTMENT	R&B
Terrell County Water	\$ 108.96	DESERT TREADS, LLC	\$ 177.90
	\$ 37.24	WALMART	\$ 475.35
	\$ 154.00	WALMART	\$ 543.09
	\$ 20.22	TRAINING	\$ 287.00
	\$ 19.09	WALMART	\$ 50.81
	\$ 125.88	TOLL EXPENSE	\$ 10.78
	\$ 183.95	WALMART	\$ 764.06
	\$ 25.84	FORT STOCKTON BODY	\$ 4,140.27
	\$ 173.90	AMAZON	\$ 164.53
	\$ 470.28	ALEX NASHFORD	\$ 145.21
	\$ 21.90	AMAZON	\$ 44.96
	\$ 45.22	ALPINE ANIMAL	\$ 129.70
	\$ 42.01	BROWN AUTO	\$ 550.00
	\$ 116.53	THE REINALT	\$ 509.70
LONE STAR COPIERS	\$ 106.37	AMAZON	\$ 49.68
DIAL TONES	\$ 69.02	MOTOROLA	\$ 1,950.00
	\$ 34.51	AT&T	\$ 150.00
	\$ 69.02	OREILLY'S	\$ 388.20
	\$ 34.51		
	\$ 69.02	TOTAL	\$ 10,531.24
VERIZON	\$ 3.77		
BIG BEND	\$ 19.52		
	\$ 156.73		
	\$ 209.65	TERRELL COUNTY APPRAISAL	\$ 5,537.82
	\$ 104.60		
	\$ 130.30		
	\$ 123.30		
	\$ 158.25		
	\$ 47.85		
	\$ 199.99		
	\$ 177.30		
	\$ 232.10		
	\$ 122.71		
	\$ 326.55		
	\$ 525.91		
	\$ 102.00		
	\$ 111.80		
RELIANT	\$ 6,553.28		
W&W	\$ 19,301.00		
TOTAL	\$ 30,534.08		

Payroll and Utility bills not yet received - Commissioner Johnson motioned to approve payroll and utility bills not yet received. Commissioner Chavez seconded the motion calling for a vote; all members answered “aye,” and the motion carried.

Amendments and Transfers – Commissioner Johnson motioned to approve the amendments and transfers in the budget. Commissioner Chavez seconded the motion calling for a vote; all members answered “aye,” and the motion carried.

Transfer and amendments

010-400-100	4991.76 from XX	010-410-330	JE 5298	020-610-210	271.39 JE 5361	020-625-220	
010-400-150	5.92 from XX	010-410-330	JE 5298	020-610-220	717.03 JE 5362	020-635-210	
010-400-200	382.36 from XX	010-410-330	JE 5299	020-610-320	354.26 JE 5363	030-700-210	20400 JE 5364
010-400-300	1537.16 from XX	010-410-330	JE 5300	020-610-451	51264.41 XX	multity lines	12363 JE 5365
010-400-320	685.22 from XX	010-410-330	JE 5301	020-625-460	1314.57 JE 5374	020-635-210	5967 JE 5366
010-410-100	0.6 from XX	010-410-330	JE 5303	020-625.461	10.4 JE 5375	020-625-220	5506 JE 5367
010-410-151	5.92 from XX	010-410-330	JE 5302	020-635-463	898 JE 5376	020-625-220	4000 JE 5368
010-410-200	1.1 from XX	010-410-330	JE 5304	020-640-470	232.07 JE 5377	020-625-220	1000 JE 5369
010-410-300	555.59 from XX	010-410-330	JE 5307	020-660-485	150.67 JE 5378	020-635-464	500 JE 5370
010-410-320	219.45 from XX	010-410-330	JE 5308	020-660-487	64.35 JE 5379	020-635-464	500 JE 5371
010-420-100	0.6 from XX	010-420-320	JE 5309	020-660-900	53.47 JE 5380	020-635-464	903 JE 5372
010-420-155	5.92 from XX	010-420-320	JE 5310	020-635-465	16731.51 JE 5381	020-635-464	125 JE 5373
010-420-300	1391.83 from XX	010-420-320	JE 5311		336.61 JE 5390	030-760-901	
010-430-100	0.6 from XX	010-430-210	JE 5312	030-700-200	655.15 JE 5391	030-700-210	
010-430-160	22218.65 from XX	010-430-155	JE 5313	030-700-500	1732.64 JE 5392	030-700-210	
010-430-320	325.65 from XX	010-430-210	JE 5314	030-700-510	1185.21 JE 5393	030-700-210	
010-440-102	4831.9 from XX	010-430-210	JE 5315	030-720-316	658.23 JE 5394	030-700-210	
	from			030-720-325	13185.81 JE 5395	030-700-210	
010-450-200	796.96 from XX	010-430-210	JE 5316	030-720-336	1448.97 JE 5396	030-700-210	
010-450-320	89.21 from XX	010-430-210	JE 5317	030-720-340	3617.47 JE 5397	030-700-210	
010-450-321	6925 from XX	010-430-210	JE 5318	030-720-520	10460.98 JE 5398	030-700-507	
010-460-200	79.89 from XX	010-430-210	JE 5319	030-730-531	607.52 JE 5399	030-700-220	
010-460-320	902.35 from XX	010-430-210	JE 5320	030-750-565	2408.35 JE 5400	030-700-220	
010-460-330	184.21 from XX	010-430-210	JE 5321		123.07 JE 5401	030-700-220	
010-460-340	620 from XX	010-430-210	JE 5322				
010-470-118	8191.54 from XX	010-430-210	JE 5323				
010-470-119	10223.2 from XX	010-430-210	JE 5324				
010-470-122	444.69 from XX	010-430-210	JE 5325				
010-470-200	1791.27 from XX	010-430-210	JE 5326				
010-480-175	2019.12 from XX	010-430-210	JE 5327				
010-490-140	9529.62 from	010-490-167	JE 5328				
010-490-144	6170.2 from	010-490-167	JE 5329				
010-490-145	2115.38 from	010-490-167	JE 5330				
010-490-150	4281.08 from	010-490-167	JE 5331				
010-490-153	2692.3 from	010-490-167	JE 5332				
010-490-170	714.7 from	010-490-167	JE 5333				
010-490-173	1886.11 from	010-490-167	JE 5334				
010-490-200	1364.65 from	010-490-167	JE 5335				
010-490-210	429.5 from	010-490-167	JE 5336				
010-490-220	1344.21 from	010-490-167	JE 5337				
010-490-320	389.15 from	010-490-167	JE 5338				
010-491-141	4261.03 from	010-490-167	JE 5339				
010-491-142	47195.94 from	010-490-167	JE 5340				
010-491-143	12005.14 from	010-490-167	JE 5341				
010-491-200	4741.65 from	010-490-167	JE 5342				
010-500-131	644.38 from	010-500-130	JE 5343				
010-500-320	697.28 from	010-500-130	JE 5344				
010-520-250	273.5 from	010-430-210	JE 5343				
010-520-252	19089.15 from	010-430-210	JE 5346				
010-520-253	111.4 from	010-430-210	JE 5347				
010-530-336	2868.94 from	010-430-210	JE 5348				
010-540-315	1015.74 from	010-430-210	JE 5349				
010-540-355	1032.96 from	010-430-210	JE 5350				
010-540-358	12850 from	010-430-210	JE 5351				
010-540-360	20963.08 from	010-490-167	JE 5352				
010-540-364	33149.69 from	010-490-167	JE 5353				
010-540-365	4434.24 from	010-540-366	JE 5354				
	913.26	010-540-370	JE 5355				
010-540-368	12113.46 from	010-430-210	JE 5356				
010-540-430	10690.27 from	010-490-149	JE 5357				
010-540-431	8618.84 from	010-490-169	JE 5358				
010-540-900	1527.26 from	010-410-220	JE 5359				
010-540-905	7920 from	010-490-169	JE 5360				

Monthly Reports – Commissioner Johnson motioned to approve the monthly reports. Commissioner Chavez seconded the motion calling for a vote; all members answered “aye,” and the motion carried.

SHERIFF DEPARTMENT - AUGUST

TREASURER INVESTMENT REPORT & MONTHLY REPORT

ROSAMARIA – VERBAL

OCTOBER

Interest Earned

Accounts:

General Fund	\$99,001.09	\$494.41
Outstanding checks not yet cashed	\$76,146.62	
Lonestar Investments	\$75,758	\$441.22
TexStar	\$7,210	\$73.58
County CD General Fund	\$25,667	\$55.14

County CD Tornado	\$0	\$0.00
TexPool	\$10,475.24	\$61.01
total for all county General Fund money	\$109,087.92	total interest \$996.64
Ratified:		
Reliant	\$6,553.28	
Water	\$1,545.02	
Quarles	\$6,714.18	
CitiBank	\$0.00	
Verizon	\$3.77	
Big Bend Telephone	\$3,005.27	
W&W Trucking	\$19,301.00	
Lone Star Copiers	\$106.37	
Dial T one	\$276.08	
Home Depot	\$633.37	
Bills for Court	\$73,950.05	
Total for bills and ratifies	\$112,088.39	
Payroll		
Both payrolls	\$124,057.57	
Both IRS	\$41,232.68	
TCDRS	\$16,477.08	
Total for the month	\$181,767.33	
SB 22		
Sheriff's Department	\$13,459.70	
Prosecution	\$83,621.92	
Total left	\$97,081.62	
ANIMAL CONTROL	MARK VERBAL - OCTOBER	
JUSTICE OF THE PEACE	KELLI ELLIS - OCTOBER	
COUNTY & DISTRICT CLERK	OCTOBER	
EMS	JUDGE CARRUTHERS – Received Generators	
ROAD & BRIDGE SUPERINTENDENT	FABIAN – OCTOBER	
SENIOR CITIZENS TRANSPORTATION	OCTOBER	
AGRILIFE EXTENSION	REC. GRANT \$2,500	
MUSEUM & HISTORICAL COMMISSION	OCTOBER MUSEUM	
TERRELL COUNTY LIBRARY	ALAINA VERBAL - OCTOBER	
VISITOR CENTER	OCTOBER	
SANITATION	OCTOBER	
CLINIC REPORT	NONE	
VOLUNTEER FIRE DEPARTMENT	OCTOBER	
AIRPORT REPORT	Replaced Lights	
FOOD PANTRY	OCTOBER	

Adjourn - Commissioner Chavez made a motion to adjourn. Commissioner Johnson seconded the motion calling for a vote; all members answered “aye,” and the motion carried.

/s/ Raeline Thompson

Raeline Thompson, County Clerk, and Ex-officio Clerk
Terrell County Commissioners Court

ORDER TO APPROVE MINUTES OF REGULAR SESSION

The above and preceding minutes of the meeting held on October 14th, 2025, are now approved (as amended this _____ day of _____ 2025) as presented IN OPEN COURT this 10TH day of November AD, 2025.

Raeline Thompson Presiding Officer

Attest: Raeline Thompson County Clerk

