



# Hardin County Appraisal District

Minutes of Meeting  
January 8, 2020  
Hardin County Appraisal District

On this day, Wednesday, January 8, 2020 the Board of Directors held a regular scheduled meeting at 3:00 p.m. in the office of the Hardin County Appraisal District, Kountze, Texas.

The following members and guests were present:

Members	Guests
Mr. Kenny Burkhalter	
Mr. Richard Worley	
Ms. Eileen Lewis	
Ms. Shirley Guillott	
Ms. Shirley Cook	

## **Agenda Item #1**

Mr. Kenny Burkhalter called the meeting to order at 3:00 p.m. with a quorum present. Mr. John Landis was not in attendance.

## **Agenda Item #2**

Invocation was given by Ms. Shirley Cook.

## **Agenda Item #3**

Oath of Office was administered by Ms. Olivia Odom.

## **Agenda Item #4**

Nomination was made by Mr. Richard Worley, seconded by Ms. Eileen Lewis and by unanimous vote of Board present to elect Mr. Kenny Burkhalter as Chairman for 2020. Nomination was made by Mr. Richard Worley, seconded by Mr. Kenny Burkhalter and by unanimous vote of Board present to elect Mr. John Landis as Vice-Chair for 2020. Nomination was made by Mr. Kenny Burkhalter, seconded by Ms. Eileen Lewis and by unanimous vote of Board present to elect Mr. Richard Worley as Secretary for 2020.

## **Agenda Item #5**

There were no visitors present.

## **Agenda Item #6**

There were no audience questions or comments.

**Agenda Item #7**

Board members present discussed Board meeting day and time. Board present discussed the best time for them to meet, making sure to choose the best time when they will be able to have a quorum. Board present decided to table this line item until the next meeting, when it can also be discussed with Mr. John Landis.

**Agenda Item #8**

Chairman Kenny Burkhalter informed Board present that the District had only received one sealed proposal on the bank depository. Chairman Kenny Burkhalter stated for Board present that the sealed proposal received was from the District's current depository, Citizens Bank. Chief Appraiser opened sealed depository and discussed the completed Request for Proposal with Board present.

**Agenda Item #9**

Motion was made by Ms. Eileen Lewis, seconded by Mr. Richard Worley and by unanimous vote of Board present to adopt Resolution No. 20-168 Awarding the Depository Contract to Citizens Bank for a two year period, commencing February 1, 2020.

**Agenda Item #10**

No action was taken on Resolution No. 20-169 Authorizing Signatures on the District's Operating Account. Directors present agreed authorized signatures would remain the same.

**Agenda Item #11**

Chief Appraiser went over existing agreements with Board present in great detail. Motion was made by Ms. Eileen Lewis, seconded by Mr. Richard Worley and by unanimous vote of Board present to adopt Resolution No. 20-170 Ratifying Existing Contractual Agreements by the Board.

**Agenda Item #12**

Chief Appraiser informed Board present that there were 3 Appraisal Review Board members up for reappointment. Motion was made by Mr. Richard Worley, seconded by Ms. Eileen Lewis and by unanimous vote of Board present to approve Resolution No. 20-171 Reappointing Lynette Barks, Larry Colligan, and Bryan Ready to serve on the Appraisal Review Board for 2020-2021, each serving a 2 year term.

**Agenda Item #13**

Letter received from Judge Earl B. Stover regarding Appraisal Review Board Office Appointments for 2020 was read to Board present by Chairman Kenny Burkhalter. Judge Stover selected Mr. Olan Webb as Chairman, Ms. Lynette Barks as Vice-Chair, and Mr. Naymon Walters as Secretary.

**Agenda Item #14**

Motion was made by Ms. Eileen Lewis, seconded by Ms. Shirley Guillott and by unanimous vote of Board present to adopt Resolution No. 20-172 Authorizing Chief Appraiser to appoint Mr. Jon Ellis to serve on the Agricultural Advisory Board for 2020-2021.

**Agenda Item #15**

Board present discussed potentially hiring local counsel to assist in legal services regarding *Cause No. 60776 – Midcoast G&P (East Texas) L.P. Midcoast Pipelines (East Texas) L.P. vs. Hardin County Appraisal District*. Chairman Kenny Burkhalter stated that he would reach out to an attorney he knew of to see if he would be available as an option for the case, and to get more information about his services offered. Ms. Eileen Lewis also said that she would reach out to an attorney she was familiar with to see if he would be available as an option as well. Board present decided to table this line item until the next meeting, when more information could be presented and discussed.

**Agenda Item #16**

Chief Appraiser informed Board present of concerns that she has with the Appraisal District's current software provider, Pritchard & Abbott. Chief Appraiser stated for Board present that she is interested in going out for bids for possibly both the software contract and the mineral/industrial contract. Chief Appraiser informed Board present that the new contracts would begin in 2021, so if they wanted to make a change it could be made then. Chief Appraiser discussed what a software conversion would entail, including the costs involved. Board present stated that they want make sure that the new software is compatible with the County Tax Office's software. Board present approved Chief Appraiser to go out for bids for the software contract and mineral/industrial contract. Chairman Kenny Burkhalter stated that he would like any companies that submit a bid to come to the next Board meeting to provide a presentation to the Board and be available to answer any questions.

**Agenda Item #17**

Motion was made by Ms. Eileen Lewis, seconded by Mr. Richard Worley and by unanimous vote of Board present to approve the minutes of October 10, 2019 and November 12, 2019 as presented.

**Agenda Item #18**

Chief Appraiser explained monthly bills in great detail in order to keep Board present well informed. Chief Appraiser explained any bills to Board present that were out of the ordinary. Motion was made by Mr. Richard Worley, seconded by Ms. Eileen Lewis and by unanimous vote of Board present to approve monthly bills for November and December, 2019 and January, 2020.

**Agenda Item #19**

Chief Appraiser did not present report to Board present on Appraisal Roll Corrections and Supplemental changes.

**Agenda Item #20**

Chief Appraiser gave report on attended activities and upcoming events in order to keep Board present well informed. Chief Appraiser informed Board present that one Appraiser is completely done with school and is now an RPA, and that 3 more Appraisers are about to be done with their schooling and will be RPA's as well. Chief Appraiser stated for Board present that she and several staff members will be attending the TAAD Conference in Dallas in February. Chief Appraiser informed Board present the office was able to sponsor 3 different families this year with the Jean Day funds that were donated by employees throughout the year. Chief Appraiser stated for Board present that the office was closed again for one week this year for Christmas vacation. Chief Appraiser informed Board present that employees are required to retain one week of vacation for this. Chief Appraiser stated for Board present that the office will be closed from December 17-25, 2020 for Christmas vacation if there are no objections from the Board. Chief Appraiser stated for Board present that she is working on getting the Truth in Taxation website set up. Chief Appraiser stated for Board present that the 2019 corrected MAP Review will be posted at the end of January, 2020. Chief Appraiser informed Board present that 2020 is a Property Value Study year. Chief Appraiser gave Board present an update regarding compressor lawsuits.

**Agenda Item #21**

Motion was made by Mr. Kenny Burkhalter, seconded by Ms. Eileen Lewis and by unanimous vote of Board present to enter into Executive Session: Texas Government Code: 551:071. Board present entered into Executive Session: Texas Government Code: 551:071 at 4:34 p.m.

Executive Session: Texas Government Code:  
551:071 Private Consultation with Attorney.

Board present came out of Executive Session at 4:43 p.m.

**Agenda Item #22**

Board present reconvened into open session at 4:43 p.m. No action was taken.

**Agenda Item #23**

Motion was made by Ms. Eileen Lewis, seconded by Mr. Richard Worley and by unanimous vote of Board present to adjourn the regular monthly meeting of the Hardin County Board of Directors at 4:43 p.m.