



**MINUTES OF THE WILLIAMSON COUNTY COMMISSIONERS COURT MEETING  
SPECIAL SESSION  
MARCH 18, 2020**

**STATE OF TEXAS )(**  
**COUNTY OF WILLIAMSON )(**

**BE IT REMEMBERED** that at (10:32 A.M.) on **TUESDAY, MARCH 18, 2020**, a **SPECIAL SESSION** of the Commissioners' Court of Williamson County, Texas, was held with the following being present, to-wit:

Present: County Judge Bill Gravell, Jr.  
Commissioner Precinct 1 Terry Cook  
Commissioner Precinct 2 Cynthia Long  
Commissioner Precinct 3 Valerie Covey  
Commissioner Precinct 4 Russ Boles

Absent: County Clerk Nancy E. Rister

Others Present: Hal C. Hawes, General Counsel to Williamson County Commissioners' Court  
Rebecca Pruitt, Executive Assistant to County Clerk

- 1. Deliberate, discuss, consider, receive information and take any appropriate action on public health related matters and concerns pertaining to the Coronavirus Disease 2019 (COVID-19); to include, but not be limited to the extension of the Local State of Disaster Declaration and Order for Williamson County, Texas proclaimed and adopted by Williamson County Judge Bill Gravell, Jr. on March 14, 2020 in relation to the Coronavirus Disease 2019 (COVID-19).**

General Counsel to Commissioners' Court Hal C. Hawes and Williamson County and City Health District Executive Director Derrick Neal addressed the Court.

Senior Director of Human Resources Rebecca Clemons addressed the Court.

Motion by: Commissioner Precinct 2 Cynthia Long

Second by: Commissioner Precinct 4 Russ Boles

***Motion: To approve increasing the vacation cap from 160 hours to 240 hours effective Friday, March 20, 2020 with the cap expiring and the excess hours being utilized by December 31, 2020.***

Aye: County Judge Bill Gravell, Jr.  
Commissioner Precinct 1 Terry Cook  
Commissioner Precinct 2 Cynthia Long  
Commissioner Precinct 3 Valerie Covey  
Commissioner Precinct 4 Russ Boles

---

Motion by: Commissioner Precinct 2 Cynthia Long

Second by: Commissioner Precinct 4 Russ Boles

***Motion: To authorize Human Resources to approve paid administrative leave for non-exempt employees on a case-by-case basis.***

Aye: County Judge Bill Gravell, Jr.  
Commissioner Precinct 1 Terry Cook  
Commissioner Precinct 2 Cynthia Long  
Commissioner Precinct 3 Valerie Covey  
Commissioner Precinct 4 Russ Boles

---

First Assistant County Auditor Julie Kiley addressed the Court.

Motion by: Commissioner Precinct 2 Cynthia Long

Second by: Commissioner Precinct 4 Russ Boles

***Motion: To approve line item transfers for Non-Departmental of COVID-19 related expenses:***

<b><i>From/To</i></b>	<b><i>Acct No.</i></b>	<b><i>Description</i></b>	<b><i>Amount</i></b>
<b><i>From</i></b>	<b><i>0100.0409.004998</i></b>	<b><i>Non-Departmental Contingencies</i></b>	<b><i>\$100,000.00</i></b>
<b><i>To</i></b>	<b><i>0100.0409.004987</i></b>	<b><i>Non-Departmental Disaster Relief</i></b>	<b><i>\$100,000.00</i></b>

<b><i>From/To</i></b>	<b><i>Acct No.</i></b>	<b><i>Description</i></b>	<b><i>Amount</i></b>
<b><i>From</i></b>	<b><i>0100.0509.004810</i></b>	<b><i>Lawn Service</i></b>	<b><i>\$5,000.00</i></b>
<b><i>To</i></b>	<b><i>0100.0509.003318</i></b>	<b><i>Janitorial Supplies</i></b>	<b><i>\$5,000.00</i></b>

<b><i>From/To</i></b>	<b><i>Acct No.</i></b>	<b><i>Description</i></b>	<b><i>Amount</i></b>
<b><i>From</i></b>	<b><i>0882.0882.003301</i></b>	<b><i>Gasoline</i></b>	<b><i>\$60,000.00</i></b>
<b><i>To</i></b>	<b><i>0882.0882.003524</i></b>	<b><i>Sublets</i></b>	<b><i>\$60,000.00</i></b>

<b><i>From/To</i></b>	<b><i>Acct No.</i></b>	<b><i>Description</i></b>	<b><i>Amount</i></b>
<b><i>From</i></b>	<b><i>0100.0560.004621</i></b>	<b><i>Copier Rental &amp; Supplies</i></b>	<b><i>\$5,000.00</i></b>
<b><i>To</i></b>	<b><i>0100.0560.004968</i></b>	<b><i>Care of Animals</i></b>	<b><i>\$5,000.00</i></b>

Aye: County Judge Bill Gravell, Jr.  
Commissioner Precinct 1 Terry Cook  
Commissioner Precinct 2 Cynthia Long  
Commissioner Precinct 3 Valerie Covey  
Commissioner Precinct 4 Russ Boles

---

Director of Emergency Management Michael Shoe addressed the Court.

Motion by: Commissioner Precinct 1 Terry Cook

Second by: Commissioner Precinct 4 Russ Boles

***Motion: To extend the proclamation declaring a local state of disaster for Williamson County, Texas issued by Williamson County Judge Bill Gravell, Jr. on March 14, 2020 until terminated by formal action of the Williamson County Commissioners Court.***

Aye: County Judge Bill Gravell, Jr.  
Commissioner Precinct 1 Terry Cook  
Commissioner Precinct 2 Cynthia Long  
Commissioner Precinct 3 Valerie Covey  
Commissioner Precinct 4 Russ Boles

---

Motion by: County Judge Bill Gravell, Jr.

Second by: Commissioner Precinct 2 Cynthia Long

***Motion: To amend the Williamson County's Emergency Operations Plan by adding a penalty provision for violations of Williamson County Emergency Management Plan, which shall provide a failure to comply with the Williamson County Emergency Management Plan or with any rule, order or ordinance adopted under said plan shall be a criminal offense punishable by a fine that does not exceed \$1,000.00 or confinement in jail for a term not to exceed 180 days, as authorized by Section 418.173 of the Texas Government Code.***

Aye: County Judge Bill Gravell, Jr.  
Commissioner Precinct 1 Terry Cook  
Commissioner Precinct 2 Cynthia Long  
Commissioner Precinct 3 Valerie Covey  
Commissioner Precinct 4 Russ Boles

**COMMISSIONERS COURT ADJOURNED AT 11:25 A.M. ON TUESDAY, MARCH 18, 2020.**

**THE FOREGOING MINUTES had at a Regular Session of Commissioners' Court of Williamson County, Texas, having been read are hereby approved this 24th day of March, 2020.**



**ATTEST: Nancy E. Rister, Clerk of Commissioners' Court, Williamson County, Texas**

**By: Rebecca Pruitt, Executive Assistant to County Clerk**