

REGULAR MEETING OF STINNETT CITY COUNCIL

MINUTES

OCTOBER 19, 2015

6:30 PM

609 MACKENZIE

CALLED TO ORDER	COLIN LOCKE, MAYOR @ 7:00 pm
PRESENT	COLIN LOCKE, Mayor; RUSTY SIMS, Alderman PL-1; JUSTIN HART, Alderman PL-3; JEFF IRVIN, Alderman PL-5
ABSENT	APRIL COUCH, Alderman PL-2; CHAR KERR, Alderman PL-4;
STAFF	ANDREW TRAHAN, City Administrator; LYNETTE SLOAN, City Secretary; DURK DOWNS, Police Chief; LOGAN GARRARD, Maintenance Supervisor; ALAN WELLS, Fire Chief; NANETTE LEWIS, City Advisor
GUESTS	Gena Wells, Rooster Dawson, Elizabeth Lawrence; Adrian Brockett
INVOCATION & PLEDGE	COLIN LOCKE

Agenda

ITEM 2 PUBLIC COMMENT

DISCUSSION	Notice received from TCEQ regarding a chlorine reporting violation.
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ITEM 3 RUNNING WATER DAVID IRVIN

DISCUSSION	Mr. Irvin was unable to attend. JEFF IRVIN inquired if the City Administrator had an opportunity to speak with David Irvin. Yes, Mr. Irvin has purchased the land near the water tower and needs water line and a 2" tap for this land. LOGAN GARRARD noted this would be approximately 50' of line.
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ITEM 4 WILLIAMS STREET PROPERTY ADRIAN BROCKETT

DISCUSSION	Ms. Brockett is offering \$3,000 for the property at 224 Williams. Their plan is to have it refurbished and removed from the condemned list. Ms. Brockett provided the council with a schedule detailing the proposed work and cost totaling \$21,951 that they are willing to invest into this property to make it available for rental property. She has other rental properties at 201 Stewart, 800 Mackenzie, and 316 Clubhouse [Borger]. She noted these as proof of her commitment to having quality properties available for renting. JEFF IRVIN clarified that when the city purchased the property it was to raze the house and sell the cleared lot. He also noted his understanding that any city property for sale must be made available for bids. ANDY TRAHAN will check with the city attorney regarding the sale of city owned property. COLIN LOCKE stated if we were able to accept the offer from Ms. Brockett the city would require a contract stipulating a reasonable deadline for the refurbishing to be completed. The city will contact Ms. Brockett after sale process is clarified
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ITEM 5 GAS LINE DAWSON DRIVE ELIZABETH LAWRENCE & ROOSTER DAWSON

DISCUSSION	Ms. Lawrence stated that they want gas to their homes. She stated that Mr. Johnny Monden allowed a right of way on his property for water and sewer; he believes this ROW is still good for extending the gas main. JEFF IRVIN noted that there is gas at the Kirksey's old house. LOGAN GARRARD said it would be approximately 1600' of 2" poly pipe which we last purchased at 98 cents/ft. The council discussed other options for the location of the extension. If the easement went across Crabtree's or Leslie Monden's property the extension would only be approximately 600'. Mr. Dawson requested if the extension is approved that his pavement not be destroyed in the laying of new line. The Mayor inquired if we can count this extension as a part of the city's 10% change to poly pipe requirement. Logan Garrard believes this is correct. The council agreed that options for the extension will be pursued. The timing of when our men can get the line laid is unknown, but the city is willing to make gas available to the Dawson and Lawrence properties.
ACTION	Motion to APPROVE – JEFF IRVIN; Second – RUSTY SIMS; VOTE: YEAS – 3 NAYS – 0

ITEM 6 APPROVE MICHELLE AHLERS – EMS DIRECTOR

DISCUSSION	Table to after Executive Session; <u>see item 15.</u>
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ITEM 7 DEPARTMENT REPORTS REPRESENTATIVES LISTED ABOVE

DISCUSSION	CDC – None. Gena Wells noted that the plans for 2016 Stinnett B-Day Celebration are already underway. The volunteer firefighters are planning to organize and host the event again. The theme will be 90's. Intend to schedule around the homecoming event since so many folks will be in town.
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EMS – Variance report made to state.

FIRE – Equipment update. U1-pump tested by Myder. U2-pump to be tested soon, idling high so replacement parts are on order. U4-[out of service] continued problems with brakes. Replaced Master cylinder. Pump head also requires replacement. U5-losing power needs serviced was making a noise at yesterday's fire. U9-will replace generator from one of the out of service units in the yard. The Tender will be returned to the Park Service. Wild land gear finally arrived. The delay was caused by the purchasing agent's mistake. VFD Elections – Alan Wells, Chief; Jason Dodson, Assistant Chief; Wes Aikens, Captain; Jarod Johnston, Lieutenant; Gena Wells, Secretary Lieutenant. Having problems with the radios. The association is hosting a winter clothing drive. 2 firefighters have left the service, new door locking systems have been ordered to allow changing of the code instead of pay a locksmith. 2 lock systems cost approximately \$260.

PD – Presented monthly report. Noting 123 contacts and 90 calls for service. Officer Cody Hinders is going through the final phase for a position with Phillips 66. When he gives notice, the city will begin to look for a new officer. Code Enforcement has opened 40 new cases. 22 remain out of compliance, 10 are compliant, others have not responded to notification. ACO had 10 calls; 1 animal quarantined due to a biting incident, 3 returned to owners, 7 euthanized. New equipment has been ordered for the ACO's handling of animals safely. The PD Hummer is in Borger for repairs to have it operational for winter.

MAINT – 107 service orders. 3 gas leaks left. 2 require evaluation by city engineer to determine if the 4" pipe can be replaced with 2". All major leaks are repaired. Leak Detection Survey scheduled for next week. Need materials to begin the extension of water main on Gorman. New grader and excavator are working out very well. COLIN LOCKE noted again that the ditch on Greenough requires cleaning for proper water flow. Installed 6 new fluorescent lights in the shop.

ADMIN – Oscar with Brandt Engineering is ready to start the Seal Coat Project 2016. He has encouraged the city to focus on resurfacing already paved roads. JEFF IRVIN reminded that the city had determined that all of the unpaved roads would be paved prior to starting on a scheduled resurfacing plan. COLIN LOCKE noted the elimination of weeds in the roads ready for resurfacing will extend their life. The city is still moving towards having Al Crisman certified to spray these weeds and operate the mosquito spraying. Roads for SCP2016 will need to be identified for Oscar to measure and plan the proposed project. Pulled 5 vehicles no longer owned by the city from the insurance plan. Attended a webinar regarding ECIVIS Grant Management program. The cost is \$690/yr. on a 3 year contract. The program locates and provides support to apply for available grants. ANDY TRAHAN spoke with 5 cities on the service and they are all very pleased. COLIN LOCKE advised the matter to be on next month's agenda for council approval. LYNETTE SLOAN updated the success of working the Texas Revenue Recovery Association. To date the city has collected a total of \$1128.80 in bad utility debt. \$677.86 has been sent to the cities left with unpaid accounts. \$225.94 is revenue for our effort in collecting the funds. NANETTE LEWIS advised that all of the bank reconciliations are complete for the fiscal year ending. She noted this is due to the efforts to accurately data process the financial information. End of year process is going well and will be complete well before the audit in mid-December. She noted that there are still some problems with the JPMorgan data processing but that it is being worked on. COLIN LOCKE inquired about the city's banking bid process. Nanette Lewis sent Happy State Bank, the only one showing interest, a contract that details the city's needs. Including collateralized securities to be held by a 3rd party to secure the city's money above what the FDIC will insure. Happy State will provide a machine that will electronically deposit checks so that only cash will need to be deposited. The cash deposit can be easily made either in Dumas or Borger as city employees live in both cities.

ITEM 8 REVIEW SEPTEMBER 2015 TRANSACTIONS

DISCUSSION	JEFF IRVIN inquired about the status of purchasing ice machine. This purchase will probably wait until spring. We have been having difficulty getting detailed receipts from Mike's service station. If the men cannot get a detailed receipt with each transaction, then we will stop using the credit cards and have the business bill the city for payment. The City Administrator recently reminded city employees that all receipts must be turned in for the credit cards. In the future all missing receipts will be coded to garnishment and the funds held from the responsible party's pay. Sales tax paid will be noted in the system and reported to the state for a reduction of the sales tax payable to the state. \$96 in sales tax was paid in this JPMorgan credit card cycle.
ACTION	Motion to APPROVE – JEFF IRVIN; Second – JUSTIN HART; VOTE: YEAS – 3 NAYS – 0

ITEM 9 HUTCHINSON CO FIRE PROTECTION AGREEMENT

DISCUSSION	ALAN WELLS related information from the meeting with County Commissioner, Judge, Emergency Management Coordinator, ANDY TRAHAN, and the Fire Chiefs from surrounding towns. All of the Fire Chiefs had problems with changes to the contract. They were advised that their only option was to sign it as is or they would be without a contract until after the first of the 2016. The County advised they had sent certified letters to all entities involved stating the current contract is null & void as of Oct 1 st to be replaced by a new contract with "housekeeping changes" made to the wording. Stinnett has not received this letter. The Mayor advised the county would need to provide proof of the letter being received. The Fire Chiefs' objections include the following changes: 'Hutchinson Co Fire Marshall' now reads 'Emergency Management Coordinator'; certification 'as required by the state' to 'as required by Hutchinson Co'; non-existent sections referenced; must abide by a policy that can be changed without notice. Alan Wells said if we do not sign, the VFD cannot respond to calls outside of Stinnett city limits. JUSTIN HART said fine don't sign. JEFF IRVIN said the county was basically bullying us into signing. COLIN LOCKE suggested going forward because the contract had a 30 day cancelation clause, so the city would have an out if the City Attorney advised. ALAN WELLS recommended signing the contract despite the conflict. He stated the Judge apologized for the Chiefs being excluded from the drafting of the contract and assured the same would not occur next year. She also said the county could not survive without the cities' involvement. City Attorney, Craig Jones will review the signed contract and if necessary Stinnett will take the 30 day cancelation option.
ACTION	Motion to APPROVE – JEFF IRVIN; Second – RUSTY SIMS; VOTE: YEAS – 2 NAYS – 1

ITEM 10 HUTCHINSON CO HOSPITAL DISTRICT AGREEMENT

DISCUSSION	Item is tabled until November's regular meeting to allow Craig Jones an opportunity to review the contract.
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ITEM 11 HUTCHINSON CO APPRAISAL DISTRICT NOMINEES

DISCUSSION	The council nominates Rod Kimmell, Carrie Kimmell, Rodney Franklin, Deidra Hood, & Joe Raper
ACTION	Motion to APPROVE – JEFF IRVIN; Second – JUSTIN HART; VOTE: YEAS – 3 NAYS – 0

ITEM 12 ORDINANCE 312-A AMENDING HOTEL TAX

DISCUSSION	LYNETTE SLOAN advised there is no amended ordinance for the council to review. While working on the revisions she read in the law that the tax collected from guests is to be used solely for the purpose of promoting tourism and the hotel industry. The revenue has not been noted as restricted in the past. Before we proceed with an amended ordinance, the city should determine if we are eligible to levy the tax; drop the 'permanent resident' exemption clause from the ordinance; and identify how the revenue will be spent. COLIN LOCKE said Craig Jones will need to review this issue for the city.
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ITEM 13 REVIEW MINUTES – AUGUST & SEPTEMBER MEETINGS

DISCUSSION	Minutes from 8/17/15; 8/24/15; 9/7/15; 9/11/15; & 9/14/15 approved.
ACTION	Motion to APPROVE – JEFF IRVIN; Second – JUSTIN HART; VOTE: YEAS – 3 NAYS – 0

ITEM 14

EXECUTIVE SESSION [TGC 551.074 & 551.072]

DISCUSSION	CLOSED DOOR SESSION BEGAN 8:46 pm RECONVENE TO OPEN MEETING 9:05 pm
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ITEM 15

APPROPRIATE ACTION FROM EXECUTIVE SESSION AS REQUIRED

DISCUSSION	ITEM 6 – Michelle Ahlers is EMS Director.
ACTION	#6 Motion to APPROVE – JEFF IRVIN; Second – JUSTIN HART; VOTE: YEAS – 3 NAYS – 0

ITEM 16

ADJOURN

DISCUSSION	None.
ACTION	Motion to APPROVE – JEFF IRVIN; Second – RUSTY SIMS; VOTE: YEAS – 3 NAYS – 0

MEETING ADJOURNED @ 9:07 PM

APPROVED

Colin Locke

COLIN LOCKE
MAYOR

ATTEST

Lynette Sloan

LYNETTE SLOAN
CITY SECRETARY