

REGULAR MEETING OF STINNETT CITY COUNCIL

MINUTES

DECEMBER 15, 2015

6:30 PM

609 MACKENZIE

CALLED TO ORDER	COLIN LOCKE, MAYOR @ 6:33 pm
PRESENT	COLIN LOCKE, Mayor; RUSTY SIMS, Alderman PL-1; APRIL COUCH, Alderman PL-2; JUSTIN HART, Alderman PL-3; CHAR KERR, Alderman PL-4; JEFF IRVIN, Alderman PL-5
ABSENT	NANETTE LEWIS, City Advisor; (APRIL COUCH excused herself from meeting @ 9:56pm)
STAFF	DURK DOWNS, City Administrator; LYNETTE SLOAN, City Secretary; KLETE WAGNER, Police Chief; LOGAN GARRARD, Maintenance Supervisor; MICHELLE AHLERS, EMS Director; ALAN WELLS, Fire Chief
GUESTS	Rochelle Daffern, Jerrie Hawthorne, Lora & Jason Dodson, Tania Poole, Diana Conaway, Asa Woodfin, Wes Aiken, Gena Wells, Patrick Sloan [others were in attendance but failed to sign in]
INVOCATION & PLEDGE	JUSTIN HART

Agenda

ITEM 2 PUBLIC COMMENT

DISCUSSION	COLIN LOCKE needs the council to consider moving January and February meetings to the second Tuesday of those months at 6:30pm. There was no objection. The next meetings are scheduled for January 12 th & February 9 th @ 6:30pm
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ITEM 3 BUSINESS GRANT PENFOLD

DISCUSSION	Mrs. Penfold reported that the south side of Pump Jack Café has problems related to water run-off removing soil and paving material which makes the Café parking inaccessible. One of the bidding contractors felt that a part of the problem was on city land and should be repaired by the city. The Penfold's have owned and operated the café for 5½ years and have no intention of going anywhere. They try to hire local people as much as it is possible. They are requesting a grant to improve the roadway and install a handicap railing. One bid is for \$5865 and the other is \$12,600. COLIN LOCKE stated he feels for their plight, however there are many businesses in town with unpaved parking, if the city paid for one then it would need to be done for the others. He advised the city would investigate further with the City Engineer & Maintenance Supervisor for solutions. The Mayor recommended the bar ditches be cleaned to help run off. He concluded with noting the city cannot give funds out without clear research. The CDC is type B and there are very strict guidelines for grants. The issue is tabled until January's meeting.
ACTION	Motion to TABLE – JUSTIN HART; Second – JEFF IRVIN; VOTE: YEAS – 5 NAYS – 0

ITEM 4 HELEN'S KIDS 2015 SUSAN REED & AMBER FRANCIS

DISCUSSION	Susan Reed & Amber Francis are unable to attend. Item will be addressed later in the meeting.
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ITEM 5 MUN COURT COLLECTION CONTRACT JUDGE CONAWAY

DISCUSSION	20 defendants are delinquent this year alone. 51 total in delinquent status. \$17,000+ in initial fines with an additional \$5,000 in added fees needs to be collected. Other cities including Fritch & Borger use Perdue, Brandon, Fielder, Collins & Mott L.L.P. (Perdue) for collections and are very pleased. The firm will add a 30% fee to the amount owed by the defendant. Recommends city attorney reviews contract. JUSTIN HART inquired if the city participates in warrant round up. No. There appears to be no cost to the city for this service. COLIN LOCKE asked if the vote and signatures should take place with stipulations on Mr. Jones' approval.
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ITEM 6 ORDINANCE 339-COURT COLLECTION FEE

DISCUSSION	The council determined we should proceed with hiring Perdue if approved by city attorney. The ordinance is signed and approved with these stipulations.
ACTION	Motion to STIPULATED APPROVAL – JEFF IRVIN; Second – JUSTIN HART; VOTE: YEAS – 5 NAYS – 0

ITEM 7 SPEMS & VOLUNTEERS VOLUNTEER ASSOCIATION

DISCUSSION	Tonia McCroskey stated the volunteers took issue with the council agreeing to not start SPEMS until January in open session then returned after executive session giving the EMS Director approval to proceed as she saw fit after meeting with the volunteers. COLIN LOCKE explained that in executive session the council determined it was best to give the director instructions to listen to the pros and cons from the volunteers, then authorize her to make the best decision for the service. Alice Garrard expressed frustration because the delay until January would have given the volunteers time to pass the SPEMS testing. A debate occurred between the EMS and FIRE volunteers regarding access to storage of the 501c3's property. JEFF IRVIN explained the items were moved out of the Ambulance barn because it was not appropriate place for their storage. The EMS volunteers will have a key to access their items. Mrs. McCroskey expressed concern that items previously purchased with state money were not being disposed of properly. Michelle Ahlers explained that nothing of this nature had been thrown away, but rather stored separately if it is not in use. Clarification regarding the use of city facility for the 501c3's meetings was given; they may use the Ambulance barn or Community Center for their meetings. However, these will not occur at the same time as an EMS Staff meeting.
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ITEM 8 DEPARTMENT REPORTS REPRESENTATIVES LISTED ABOVE

DISCUSSION	CDC – None.
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EMS – Presented monthly report, noting 18 calls; 20 run reports as 2 of the calls had more than one patient; 3 calls were cancelled in route; the variance was used 7 times; and 2 patient refusals. Rochelle Daffern has passed her SPEMS testing and is back serving as a volunteer. The FIRE volunteers have been awesome to provide a driver whenever needed. APRIL COUCH inquired if the director was still working on training. Yes. An EMT-Basic class will begin March 2nd and last for 4 months. The classes will be on Wednesdays & Fridays from 6-9pm with 2, 8hr sessions on the 1st and 3rd Saturday each month. The grant that is funding this class requires a minimum of 10 students. The class will be held in the Community Center. The DSHS has staffed its office in Canyon so we now have a local representative. Stinnett EMS is slated for an inspection. JEFF IRVIN asked if we were ready. The director advised not until we can properly dispose of the expired medications. This will require an inventory of all medicines for disposal. Stericycle currently provides a 28 gallon red box for hazardous medical waste; bloody gloves, etc. However, the ambulances are cleaned while at the hospital and all these items are properly disposed of there. Stericycle also provides and 18 gallon container for the disposal of medicines. The cost of this contract is extremely high especially considering that the hazardous waste service is not needed. INMAR is a drug disposal company that can handle scheduled narcotics. Their system allows the medicines to be broken down into harmless components for disposal. The Director would like to see the Stericycle contract ended with a consideration of moving the need for medicine disposal to the INMAR system. She further reported that she spoke directly with a DEA representative regarding the expired medication issue. They advised how to manage the issue and explained if they had learned of the problem during an inspection it would have cost the city upwards of \$200,000.00. Since that time Michelle Ahlers has purchased, with RAC Grant monies, drug safes that not only meet the standard for proper storage, but will also provide audit reporting of access to the medicine. DEA advised that drug abuse amongst medical providers is rampant. COLIN LOCKE commented that it sounded like the director had a good handle on items. Michelle Ahlers finalized her report with an update on the status of the state licensing. Anthony Luna & Cristina Coleman reiterated that the city's license to operate an ambulance service is in good standing. Our service officially moved to SPEMS on December 8th.

FIRE – Have had quite a few calls, but no numbers to share at this time. Regular maintenance on Units 4 & 5 is complete. Firefighter 1 training for 6 individuals will finalize in February or March. Completed the Courage to be Safe course. Looking into a control burn of tumble weeds at Rooster Dawson's place. Need to apply for a grant to purchase a new tender.

PD – Presented monthly report. Noting 53 contacts and 52 calls for service. Wiley Klete Wagner was hired to be the Chief of Police on 11/30/2015. He comes to us from Borger where he has worked for 2 years with nearly 7 years on the Hutchinson County Sherriff's Department prior. He reported problems with the radios that appear to be a problem with the repeater or its antenna. The radio traffic is heard clearly in the vehicles but not in dispatch. The Mayor suggested that the vendor servicing the radios be contacted for a possible solution. The repeater actually belongs to the county and it has been problematic for years. Radios: 30-Fire, 3-PD, 6-Maintenance, 9-EMS. Code Enforcement started 10 new cases, sent 2 certified letters, 10 courtesy letters, 4 individuals are in compliance and 2 others are actively working toward compliance. JEFF IRVIN stated the ordinance needs to be revised before Spring to take action on properties not in compliance. RUSTY SIMS expressed frustration with how long some of the offending properties have been out there. He wondered if an individual who is unable to afford the cleanup could voluntarily sign the property over to the city and expressed a desire for the city attorney to be consulted on the matter. Animal Control had 3 calls, euthanized 1 animal. The Mayor advised cleaning up the properties then put a lien on it for the cost of cleanup. APRIL COUCH encouraged forward progress. The council noted that Carlos Ramon, Code Enforcement, is making a difference.

MAINT – Presented monthly report. Gas line extension to Lawrence property is complete and ready for them. The extension went through the Crabtree property. The Stroud extensions are scheduled next. This is the one off Broadway. Well #3 is being heavily flushed due to red water. It is currently not in service. Logan Garrard expressed concern that the well is bad. JUSTIN HART noted the well has never worked right. The Mayor suggested contacting an engineer about the well and also investigates if there is a filter for the iron bacteria. A suggestion was made to use the water for filling the fire trucks, but the Fire Chief advised that the iron bacteria would ruin the pumps. A water well specialist will be consulted. 1st load of dumpsters has been delivered. APRIL COUCH advised there was a large hole at Wilhelm and HWY 152 needing caliche or cold mix. COLIN LOCKE requested the city engineer be contacted regarding the road and water runoff issue affecting the Pump Jack Café.

ADMIN – Follow up with Craig Jones on 7 issues resulted with answers for 2. 1] Hotel/Motel tax may be imposed for the purpose of promoting tourism. The Stinnett Celebration and advertising of such is an allowable use of these restricted tax funds. A hotel guest staying more than 30 days is exempt along with government employees. The documentation for this exemption is allowed to be required by the city. 2] Conveyance of a fire truck to a private individual in exchange for a promise to supplement emergency service is constitutional. However it is advisable to hold a public meeting to discuss the agreement prior to proceeding to avoid accusations of impropriety. 3] Issues without resolution are; Vector fees, Re-plat Cemetery, Livestock Ordinance, CDC dissolution, Swimming pool filled or empty. COLIN LOCKE advised starting the process for locating a new attorney and noted the issue of the Zollars' De-annexation was not on the list. JEFF IRVIN stated we need responses in a reasonable amount of time. On other matters, all of the children on the Angel Christmas Tree were adopted. We are ordering a 4 gas meter, tripod and other safety equipment. LYNETTE SLOAN explained that the expense line items for property, liability, and workman's comp insurances were adjusted to represent the billing. These changes did not change the bottom line expenses approved for the individual departments. The Gas Fund did not budget enough to cover their bill so it will show over budget. She further advised that the Seal Coat 2016 project would require a special meeting in order to proceed in the current timeline. Monday the 21st at 6:30 is set for the meeting. The streets set to be on the 2016 project were debated. The council determined that Davis would remain on the project as it is inaccessible during inclement weather. A stipulation on the contract to prevent the city's project from being put off until the end of summer is desirable to prevent waste of road prep material.

ITEM 9 REVIEW NOVEMBER 2015 TRANSACTIONS

DISCUSSION	JP Morgan statements reviewed are actually for purchases made in October. This is due to how the statement date falls. A copy of the statement for the November purchases was provided to the council. The November receipts are still in data processing. We are taking steps to resolve this delay in the future. The Capital Outlay expense in the gas fund is the new excavator. Expense line item 5-25240 is negative due to a data processing error and will be corrected.
ACTION	Motion to APPROVE – JEFF IRVIN; Second – JUSTIN HART; VOTE: YEAS – 5 NAYS – 0

ITEM 10 HAPPY STATE BANK BID

DISCUSSION	APRIL COUCH advised dropping the electronic deposit of checks from the agreement.
ACTION	Motion to ACCEPT BID – APRIL COUCH; Second – JUSTIN HART; VOTE: YEAS – 5 NAYS – 0

ITEM 11 REMOVE ANDREW TRAHAN-ALL FINANCIAL INSTITUTIONS

DISCUSSION	None.
ACTION	Motion to APPROVE – JUSTIN HART; Second – RUSTY SIMS; VOTE: YEAS – 5 NAYS – 0

ITEM 12 ADD DURK DOWNS-ALL FINANCIAL INSTITUTIONS

DISCUSSION	None.
ACTION	Motion to APPROVE – JUSTIN HART; Second – RUSTY SIMS; VOTE: YEAS – 5 NAYS – 0

ITEM 13 RESOLUTION 12142015-CAD BOARD OF DIRECTOR BALLOT

DISCUSSION	The vote on how to distribute ballots must be in the form of a resolution, which was not understood last month. Also, only 32 of the 37 available ballots were distributed. The ballots are distributed by resolution as follows: 8 each to Carrie & Rodney Kimmell, 7 each to Rodney Franklin, Richard Hein, & Leslie Sharp
ACTION	Motion to APPROVE – JEFF IRVIN; Second – JUSTIN HART; VOTE: YEAS – 5 NAYS – 0

ITEM 14 HUTCHINSON COUNTY HOSPITAL DISTRICT AGREEMENT

DISCUSSION	The agreement does not have all of the approved changes. Contact Dina Hermes for correct document and place on Special Meeting December 21 st if possible.
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ITEM 15 REVIEW MINUTES – NOVEMBER MEETING

DISCUSSION	None.
ACTION	Motion to APPROVE – APRIL COUCH; Second – RUSTY SIMS; VOTE: YEAS – 5 NAYS – 0

ITEM 16 INDIVIDUAL RAISES- 11/16/2015

DISCUSSION	Tabled to after Executive Session; <u>see item 19.</u>
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ITEM 17 CHIEF OF POLICE – WILEY KLETE WAGNER

DISCUSSION	Tabled to after Executive Session; <u>see item 19.</u>
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ITEM 18 EXECUTIVE SESSION [TGC 551.074, 551.072]

DISCUSSION	CLOSED DOOR SESSION BEGAN 9:23 pm RECONVENE TO OPEN MEETING 11:02 pm
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ITEM 19 APPROPRIATE ACTION FROM EXECUTIVE SESSION AS REQUIRED

DISCUSSION	ITEM 16: The additional individual raises given 11/16/2015 will stand. ITEM 17: The Council welcomes Wiley Klete Wagner as Stinnett’s new Chief of Police.
ACTION #16	Motion to APPROVE – JEFF IRVIN; Second – JUSTIN HART; VOTE: YEAS – 4 NAYS – 0 April Couch absent.
ACTION #17	Motion to APPROVE – JEFF IRVIN; Second – CHAR KERR; VOTE: YEAS – 4 NAYS – 0 April Couch absent.

ITEM 20 ADJOURN

DISCUSSION	None.
ACTION	Motion to APPROVE – JUSTIN HART; Second – CHAR KERR; VOTE: YEAS – 4 NAYS – 0 April Couch absent.

MEETING ADJOURNED @ 11:04 PM

APPROVED



COLIN LOCKE
MAYOR

ATTEST



LYNETTE SLOAN
CITY SECRETARY