

REGULAR MEETING MINUTES

City Council, City Of Quitman

Thursday, September 15, 2016 – 5:30PM

City Council Chambers, City Hall – 401 E. Goode Street, Quitman, TX

COUNCIL PRESENT: J.R. Evans, Mayor; David Dobbs, Mayor Pro-Tem; Susan Resnik, Alderman, Kevin Gilbreath, Alderman; and Randy Dunn, Alderman.

COUNCIL ABSENT: None

STAFF PRESENT: Jim McLeroy, City Attorney; Dee Gilbreath, Utilities Director; Walter Lutonsky, Streets & Maintenance Director; Kelly Cole, Police Chief; Scott Wheeler, Fire Chief; Delene Allen, Civic Services Director; and Greg Hollen, City Secretary / Administrator.

Mayor Evans called the meeting to order at 5:30 PM.

Mayor Evans gave an invocation and led the United States pledge.

PUBLIC HEARING – FISCAL YEAR ENDING 2017 BUDGET

MAYOR EVANS OPENED THE PUBLIC HEARING REGARDING THE CITY'S 2017 BUDGET FOR PUBLIC COMMENTS AT 5:35 PM. THERE WERE NO CITIZEN COMMENTS FROM THE AUDIENCE SO THE MAYOR CLOSED THE PUBLIC HEARING AND COMMENTS PERIOD AT 5:37 PM.

COMMENTS

Item 1- Citizen Comments

There were no citizen comments

Item 2- Mayor Comments

Mayor Evans noted the display of roofing materials present in the council chambers, for the small gazebo and honeymoon cottage at Jim Hogg Park. Three types are on display, including the Cedar type approved by council at last meeting. He mentioned this has been an unusual year, with staff departures and new arrivals as well as seemingly the 'longest election in history'. He noted that we have two individuals in attendance to recognize for their council service, beginning with Toni Cole, former Alderman and Mayor Pro Tem, and James Whitehurst, former Alderman. Each received a plaque and thanks from the mayor and council for their service. Finally, he mentioned that Quitman Homecoming was this weekend, with the parade tomorrow (Friday) at 2:00 pm and game later that evening-Go Bulldogs!

F. CONSENT AGENDA

The following items, # 3 thru #7, were approved by motion of Mayor Pro Tem Dobbs and seconded by Alderman Dunn.

- (Item 3) August 18, 2016 City Council Regular Meeting Minutes
- (item 4) August 29, 2016 City Council Special Meeting Minutes
- (Item 5) Financial Report as of August 30, 2016
- (Item 6) Budget Report as of August 30, 2016
- (Item 7) August Departmental Reports

G. PRESENTATIONS

- (Item 8) Wood County Industrial Commission Representative Report

Mayor Evans noted that Martha & Sam Scoggins were attending WCIC grant distribution interviews and commented on the commission report, outlining the past year and recognizing Sam for his service to the board and the community. He noted that several city leaders were in attendance at the commission's annual meeting, which was held in Quitman recently, and that continued economic growth in the area benefits us all.

H. RESOLUTIONS – all were passed

- (Item 9) R091516(A) Accepting Resignation of City Council Alderman James Whitehurst
Mayor Evans announced with regret the resignation of Alderman Whitehurst, due to his family move to Winnsboro. Alderman Dunn made a motion to accept his resignation, with regret and Alderman Resnik seconded. The Aldermen expressed their thanks for his service. Motion passed unanimously.
- (Item 10) R091516(B) Appointments of Barbara Coleman and Sandra Evans to Library Board
Motion made to approve by Alderman Gilbreath and seconded by Mayor Pro Tem Dobbs, passing unanimously.
- (Item 11) R091516(C) Appointments Teresa Dunn, Karon Piper & Barbara Coleman to Park Board
Motion made to approve by Alderman Resnik and seconded by Mayor Pro Tem Dobbs, passing unanimously.
- (Item 12) R091516(D) Wood County Interlocal Agreement – Library Contract
Mayor Evans reviewed the documents received from the County government, specifically the allocation of \$8,000 to the city for library services rendered on behalf of the county residents by our city library. He mentioned that the amount has risen over time to the current amount. Motion made to approve by Alderman Dunn and seconded by Mayor Pro Tem Dobbs, passing unanimously.
- R091516(E) Wood County Interlocal Agreement – Emergency Management Plan
- Mayor also mentioned this standard annual agreement with the county, to provide emergency service cooperation, and motion again made to approve by Alderman Dunn and seconded by Mayor Pro Tem Dobbs, passing unanimously.
- (Item 13) R091516(F) Approve City of Quitman Fiscal Year Ending 2017 Budget
The mayor opened the budget discussion stating that our city's good economic climate has allowed us to reduce the property tax rate for the citizens, which was approved in our recent (8/29/16) special city council meeting. He thanked the city administration personnel, and the department heads for working "extreme days and long nights" to produce the final document under consideration. Thru a collaborative effort we were able to achieve a balanced budget. Motion made to approve budget by Alderman Dunn and seconded by Mayor Pro Tem Dobbs. Alderman Dunn began the comments noting the "labor of love" that the city secretary / administrator and mayor had conducted to get us to this point, and mayor responded with thanks again to the city staff. He recognized the assistance of QuickBooks tool and looks forward to closing out the books with our external auditor, Acker and Company, in Tyler. Alderman Dunn asked about the Fire department budget, specifically if a surety bond has been secured for the new fire truck and city secretary / administrator stated it has been secured with the local bank, CNB that has partnered with the city. Mayor Pro Tem Dobbs also thanked the city administrative staff and noted the narratives were very helpful; "impressive", commented Alderman Resnik. Mayor closed comments period by stating that by being conservative we were able to provide this budget, as amended, to include non material changes to the city staff salary slide, page 24. The motion made to approve budget by Alderman Dunn and seconded by Mayor Pro Tem Dobbs was then passed unanimously.
- (Item 14) R091516(G) Approve QDC Fiscal Year Ending 2017 Budget
Budget for QDC was introduced by the mayor (prior to budget discussion above) noting this must be approved for inclusion in the greater budget. Alderman Dunn mentioned the increase in income due to business growth was welcome and the result of hard work by the QDC and Mayor Pro Tem Dobbs exclaimed the best is yet to come, especially the downtown area which will have an inviting new look and feel. He stated that we expect people will flock to downtown as a result. Alderman Resnik made a motion to approve QDC budget resolution, and Alderman Dunn seconded the motion, which passed unanimously.

Mayor Evans closed the city council meeting at 5:56 PM and moved into the workshop portion of the evening.

I. WORKSHOP - Workshop session began immediately following city council meeting

(Item 15) Discussion about Building Permit and Inspection Process (discussion only – NO action)

A general discussion was held regarding the commercial building approval process. Alderman Dunn asked if we have received information from other communities. City secretary / administrator Hollen spoke about efforts by nearby city governments, including those that have full time inspectors. A discussion on current codes and our adoption of the international building code by the city was shared by city attorney McLeroy. He noted customizing our codes might be more expensive than maintaining adherence to the IBC. Mayor Pro Tem Dobbs reinforced that we use the IBC as our standard for work shared with others. Consensus was reached that a major deficiency noted that lack of the same inspector visiting worksites from Bureau Veritas, except on large sites (i.e. Hospital and High School). A review of the licensing process was suggested and the mayor and city secretary / administrator agreed to undertake a review and look into a construction board of appeals type process. Alderman Dunn requested an aggressive review and report back actions at the next council meeting.

(Item 16) Nathan Street Speed & Safety (discussion only – NO action)

Discussion held regarding citizen concerns about speeding on Nathan Street, near the school. An increased police presence was suggested as a partial solution. City attorney Jim McLeroy suggested engineering efforts be given review prior to any implementation, such as speed humps. Alderman Dunn shared a visit to a similar neighborhood in Tyler that had installed speed humps and also suggested more stop signs would be helpful. Police chief Cole offered increased patrol presence. Mayor suggested we revisit street structure approval, if needed at a later point. City attorney McLeroy emphasized that formal citizen approval not required for lowering speed limit or installing more stop signs. Additional discussion included amount of patrol officers in the area during school hours (2) and feasibility of electronic monitoring. Discussion on monitoring was discouraged, as potential conflicts with state regulations were noted.

(Note: Speed hump discussion held first, then building permit discussion above.)

Adjournment

Alderman Gilbreath made a motion to adjourn, Alderman Dunn seconded the motion. The motion passed unanimously.

The meeting was adjourned at 6:31 PM.

I HEREBY CERTIFY THAT THESE MINUTES ARE A TRUE AND CORRECT RECORD OF THE ITEMS CONSIDERED AND ACTION TAKEN AT THIS MEETING AND THAT THESE MINUTES HAVE BEEN APPROVED AS TRUE AND CORRECT AND THAT AN EXECUTED COPY IS ON FILE WITH THIS OFFICE.



***Gregory D Hollen
City Secretary / Administrator***