

**MEETING MINUTES**  
**City Council, City Of Quitman**  
Thursday, October 17, 2013 – 7:00 PM  
City Council Chambers, City Hall – 401 E. Goode Street, Quitman, TX

**COUNCIL PRESENT:** J.R. Evans, Mayor; Toni Cole, Mayor Pro-Tem; Larry Crow, Alderman; and Arnie Spiers, Alderman

**COUNCIL ABSENT:** Randy Dunn, Alderman; David Dobbs, Alderman

**STAFF PRESENT:** Kelly Cole, Police Chief; Mike Hall, City Secretary / Administrator; Meri Joy Brightwell, Assistant City Secretary; Dee Gilbreath, Utilities Director; Walter Lutonsky Streets & Maint. Director; Jim McLeroy, City Attorney; Wayne McCluney, Library Advisory Board Chairman (for Delene Allen, Civic Services Director); and Scott Wheeler, Fire Chief.

**Evans called the meeting to order at 7:00 PM. Evans gave an invocation and led the pledge.**

**Item 1 – Citizen Comments**

Allied Waste's Operations Supervisor, Lance Culpepper was present and brought refreshments for the meeting. He thanked the City for their business and noted that if anyone ever needed assistance to contact him.

McCluney reminded everyone of the 30<sup>th</sup> anniversary celebration of the Genealogy Society to be held Monday, October 21 at the Quitman Public Library beginning at 6:00.

Chana Gail Willis, Executive Director of the Wood County Industrial Commission, was present and spoke about the upcoming Wood County Airport Board luncheon. She also stated that the board meeting minutes were now available online for public viewing. Willis thanked Martha and Sam Scroggins for their dedication to Quitman and for the help they have given with the upcoming Toyota fishing tournament that expects to bring over 30,000 people into the county.

Evans reminded everyone of the activities planned throughout the city for the children at the end of the month. The Chamber of Commerce was sponsoring a trick or treat at the businesses in town beginning at 3:30 PM. The Methodist Church Trunk or Treat is from 5:30 – 7:00 PM to be followed up with the Haunting at Hogg Park from 6:00 – 8:00 PM. Evans also highly recommended everyone support the Quitman Community Theater upcoming production "Smoke on the Mountain".

Bill Beech was present to thank the city for all the support during the Lake Country Car Show.

**Item 2 – September 26, 2013 Regular City Council Meeting Minutes**

***Crow made a motion to approve the minutes, Cole seconded the motion. The motion passed unanimously.***

**Item 3 – September Financial Report**

Hall explained a few corrections made to the financial report on copies provided to the members.

***Crow made a motion to approve the corrected report, Spiers seconded the motion. The motion passed unanimously.***

**Item 4 – September Budget Report**

***Crow made a motion to approve the report, Cole seconded the motion. The motion passed unanimously.***

**Item 5 – September Departmental Reports**

Evans asked if any of the department heads wished to add anything to their reports. There were no additions.

Evans noted that the Fire Marshal Tully Davidson had turned in his resignation as of December 31, 2013.

***Crow made motion to approve the reports, Cole seconded the motion. The motion passed unanimously.***

**Item 6 – Wood County Industrial Commission Representative Report**

Sam Scroggins was present on behalf of the WCIC and as the City's representative and submitted the summary report.

Scroggins mentioned the upcoming May Toyota fishing tournament. Evans thanked Scroggins and encouraged the council members to attend the WCIC meetings.

***No action was taken on this item.***

**Item 7 – Insurance Services Office Fire Insurance Classification Report**

Wheeler reported that the ISO had returned a score of '3' over the initial score of '4' for areas inside the city and that this change in score could make a significant difference in insurance rates for the residents of Quitman. He noted that although the outside areas had seen a reduction due to the review of the City's rating, the review of outside areas would be upcoming.

***No action was taken on this item.***

**Item 8 – Planning and Zoning Commission Update on Building Code Review**

Bill Beech was present as Charman of the Planning and Zoning Commission. Beech spoke of how they are working with local contractors to discuss any amendments that could be made to the building code to facilitate development and ease of work, while maintain standards.

**No action was taken on this item.**

**Item 9 – Consider Adoption of an Ordinance Authorizing the Issuance of City of Quitman, Texas, Limited Tax Notes Series 2013 in the Amount of \$275,000; Authorizing the Levy of an Ad Valorem Tax to Pay the Same, Approving a Paying Agent/Registrar Agreement; and Authorizing Other Matter Related to the Issuance of the Notes.**

Evans introduced and recommended approval of the ordinance stating that it would make it possible to consolidate a variety of projects into one note. There was general discussion concerning the items this note would be used for. Hall spoke of the purchase of the new police department with renovations, reroofing and paint for City Hall and the Fire Department, replacement of the HVAC unit for the Library, a phone system that would tie all city offices into one system, redoing the apron on the fire department, and replacing porches & awnings for City hall and the Fire Department.

**Crow made a motion to pass the ordinance, Spiers seconded the motion. The motion passed unanimously.**

**{THIS ACTION WAS INVALIDATED AFTER THE FACT DUE TO A LACK OF SUFFICIENT QUORUM AS THE TEXAS LOCAL GOVERNMENT CODE REQUIRES A QUORUM OF FOUR FOR ACTIONS LEVYING TAXATION}**

**Item 10 – Allocation of Utility Operating Assistance Reserve to Fiscal Year Ending 2013 Budget**

Evans introduced and read the caption of the ordinance. He asked Hall to provide background and detail on the ordinance who explained that the City had passed an ordinance in 2008 which allowed surplus income from the utility operations to be reserved in an account for later use. Due to drought conditions in previous years, the balance of this reserves was \$111,930.65. Since 2013 was a wet year and water sales were low, the ordinance would allow the City to transfer the net loss in the current budget year from the reserve to balance the budget rather than reduce the general undesignated / unreserved balance. The amount being transferred from the Operating Assistance reserve to the 2013 Utility Fund Budget under the corrected Ordinance presented to the Council was \$26,382.08, but could be adjusted based on year-end close out or audit with Mayoral approval.

**Crow made a motion to pass the ordinance as presented, Spiers seconded the motion. The motion passed unanimously.**

**Item 11 – Allocation of Fiscal Year Ending 2013 General Fund / Unreserved-Undesignated Balance for Payment of City of Quitman, Texas, Limited Tax Notes Series 2013**

Evans introduced the resolution noting passage would allocate unspent funds from the fiscal year ending 2013 General fund budget toward payment of the issuance costs related to the Limited Tax Note Series 2013. The current net proceeds of the General Fund to be transferred were \$16,779.76, but could be adjusted based on year-end close out or audit with Mayoral approval.

**Cole made a motion to approve the resolution, Crow seconded the motion. The motion passed unanimously.**

**Item 12 – Fiscal Year Ending 2014 Budget Revision for Purposes of Funding Payment of City of Quitman, Texas, Limited Tax Notes Series 2013**

Evans introduced the resolution noting passage would reallocate \$5,000 from the Fire Department Equipment line to the Building Maintenance line to fund the first payment for the new note. He explained this had been part of a discussion with the Fire Department to facilitate the replacement of the roof on the City Hall / Fire Department building and the redo on the front apron of the Fire Department.

**Crow made a motion to approve the resolution, Spiers seconded the motion. The motion passed unanimously.**

**Item 13 – Emergency Management Services Agreement with Wood County**

Evans introduced the resolution noting passage would authorize execution of the agreement and recommended approval stating that the agreement was the same as previous years.

**Crow made a motion to approve the resolution, Cole seconded the motion. The motion passed unanimously.**

**Adjournment**

**Crow made a motion to adjourn, Cole seconded the motion. The motion passed unanimously.**

**The meeting was adjourned at 7:46 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.**



**MICHAEL E. HALL, CITY SECRETARY-ADMINISTRATOR**