

MEETING MINUTES
City Council, City Of Quitman
Thursday, April 18, 2013 – 7:00 PM
City Council Chambers, City Hall – 401 E. Goode Street, Quitman, TX

COUNCIL PRESENT: J.R. Evans, Mayor Pro-Tem; Toni Cole, Alderman; Larry Crow, Alderman; and Sam Lange, Alderman;

COUNCIL ABSENT: Randy Dunn, Alderman

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

Evans called the meeting to order at 7:00 PM.

Evans lead an invocation and the pledge.

Item 1 – Citizen Comments (COMMENT ONLY)

Evans noted that prior to the meeting during a visit with several members of motorcycle clubs he had issued a proclamation declaring May as 'Motorcycle Safety and Awareness Month.'

Evans also discussed with the Council scheduling for upcoming meetings, noting the need for a special workshop session to finish discussions on the potential revision of utility rates. There was general consensus among the Council to meet at 5:30 PM on May 2nd in a workshop session on the utility rates. Evans also discussed the need to have a special meeting on May 17th, which would be the first possible day new Council members could be sworn in, to conduct the business of the new Council such as selecting a Mayor Pro-Tem, adjusting signatories as needed, and beginning the budget process for the coming fiscal year. There was general consensus among the Council to hold this meeting early in the morning around 7:30AM. He noted the regular meeting on Thursday, May 16th at 7:00 PM would still be held with the outgoing Council conducting regular business.

Item 2 – March 21, 2013 City Council Meeting Minutes

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

Item 3 – March Financial Report

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

Item 4 – March Budget Report

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

Item 5 – March Departmental Reports

Lange asked Wood County Industrial Commission Executive Director Chana Gail Willis about the reference to 'Project TPX' in her report. She explained that the project was a sporting multi-use facility to have been located in Winnsboro on about 25 acres, but that FAA regulations were preventing use of the property the City had intended to use. She also noted that the individual behind the project was still very interested in placement somewhere in Wood County. Evans asked if 'Project TPX' had been in some potential conflict with the Wood County Expo Center Project. Ms. Willis answered that the components of 'Project TPX' could be incorporated into the Expo Center Feasibility Study, but provided no clear response regarding any potential conflict of the projects.

Chief Cole discussed the recent award of a grant for vests for the PD, noting it was a reimbursable 50% match grant with the City's portion to be paid from the department's uniform budget. Allen provided the Council and others present a copy of the Library's new promotional brochure.

Alderman Cole noted her ongoing concerns about the Fire Marshal's report and outstanding items from 2012. She requested that the Fire Marshal attend at least one Council meeting per quarter to discuss his report with the Council. Hall noted that the issues raised in previous meetings had been addressed with the Fire Marshal and were being worked on case by case and that Council members could contact the Fire Marshal directly throughout the month with questions, but that he would make sure the Fire Marshal was aware of their request he attend once a quarter.

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

Item 6 – Permit Fee for Specific Prefabricated Residential Accessory Structures

Evans introduced the Ordinance and explained passage would add a section to the Code of Ordinances to establish a specific building permit fee of \$25.00 for move-in or prefabricated buildings meant for storage only on residential lots. This would apply for buildings which are between 120-240 square feet and do not have electric, plumbing or HVAC. He noted those units under 120 square feet are not required under the Code to have a building permit, but otherwise they are required to pay the standard building permit fee of \$84.61. Evans explained this is intended to pay the cost of the inspection, which is not necessary for this type of building and the lower fee is more appropriate to the limited inspection needed.

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

Item 7 – Allocation to Wood County Airport Taxiway Extension Project

At Evans request, Hall gave background on this item noting the original project of \$1.27M was to provide for the full extension of the taxiway and lighting improvements at the Wood County Airport. He explained that this was 90% TxDOT grant project with the remaining 10% being paid by Wood County, Mineola, and Quitman in the proportioned shares, with Quitman’s share being 14%. Hall explained that although the original amount allocated was \$19,460 for the project was, cost estimates were off slightly and the total project final was about \$1.4M with an additional \$2,740.08 needed from Quitman to cover the overage. He also noted the additional request from the Airport to add reconstruction of the parking ramp, replacement of worn wiring, and erosion control for a total of \$82,000, with 10% share of \$8,200 and City portion of \$1,148. He noted the resolution would authorize the allocation of the total additional amount from undesignated-unreserved General Fund balance, but that the \$2,740.08 had previously been paid from other GF reserves and the \$1,148 remained to be paid until invoices would be received.

Alderman Cole expressed her concern about the lack of transparency and Council involvement in the previous payment for the overage. Hall explained this was performed at Mayoral direction and under appropriate authority, but that the resolution would essentially only be making an accounting change in which source of funding was used to pay the overage.

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

Item 8 – Allocation to Wood County Expo Center Feasibility Study Project.

Evans briefly introduced the item explaining approval of the resolution would allocate \$7,500, from the unreserved-undesignated General Fund balance to be refunded by Hotel Occupancy Reserve funding, for the purpose of funding a feasibility study for a multi-purpose expo and convention center to be located in Wood County. He noted that the Quitman Development Corporation had allocated a similar amount of funding and the WCIC was requesting all other communities in Wood County to support the project. He entertained a motion on the resolution, but received none.

Evans made a motion to pass the resolution. The motion failed for lack of a second.

Adjournment

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

The meeting was adjourned at 7:25 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