

MEETING MINUTES
City Council, City Of Quitman
Thursday, September 26, 2013 – 7:00 PM
City Council Chambers, City Hall – 401 E. Goode Street, Quitman, TX

COUNCIL PRESENT: J.R. Evans, Mayor; Larry Crow, Alderman; David Dobbs, Alderman; and Randy Dunn, Alderman

COUNCIL ABSENT: Toni Cole, Mayor Pro-Tem; Arnie Spiers, Alderman;

STAFF PRESENT: Delene Allen, Civic Services Director; Terry Bevill, Sergeant in for 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; and Scott Wheeler, Fire Chief.

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

At 7:02PM, without objection Evans convened a Public Hearing for the purpose of hearing public comment on the Fiscal Year Ending 2014 Budget.

There were no comments.

At 7:03 PM, without objection Evans closed the public hearing.

Item 2 – Mayoral Presentations

Evans presented Trey Teaff with a plaque from the Quitman Development Corporation in appreciation of the years of service he had served on the board.

Evans presented a Mayoral Proclamation recognizing the 30th anniversary of the Genealogy Society to the officers present, which were President Wayne McCluney, Vice President Dorothy Harbin, and Secretary Shirley Bates.

Item 3 – Citizen Comments

There were no comments

Item 4 – August 22, 2013 City Council Meeting Minutes

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

Item 5 – September 13, 2013 Special City Council Meeting Minutes

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

Item 6 – August Financial Report

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

Item 7 – August Budget Report

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

Item 8 – August Departmental Reports

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

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

Item 9 – Wood County Industrial Commission Representative Report

Martha Scroggins was present on behalf of the WCIC and as the City's representative. She noted her report provided to the Council was a summary of the exhaustive packet prepared for Board members. Dobbs requested that Council receive a copy of the full packet via email. Hall noted he would assure such.

No action was taken on this item.

Item 10 – Atmos Energy Rate Review Mechanism Resolution and Gas Utility Tariffs

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 was a member of the Atmos Cities Steering Committee (ACSC). ACSC had acted on the behalf of its over 100 member cities to monitor a requested rate adjustment under the Rate Review Mechanism (RRM) by ATMOS to prevent an unreasonable request by ATMOS. He noted that although there was an increase overall that it was substantially less than it would have been had ACSC not have been monitoring and that there was no increase on residential customers.

There was general discussion on the rate review and tariff process. McLeroy and Hall noted that the RRM process and representation by ACSC was highly preferred to individual representation and GRIP filings by the City against Atmos.

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

Item 11 – Quitman Development Corporation Board Appointments

Evans introduced the resolution noting passage would appoint Martha Scroggins and reappoint Keven Burroughs, Randy Dunn and J.R. Evans each to a 2 year term on the QDC Board to expire October 1, 2015. He noted Martha Scroggins would be replacing Trey Teaff who had requested to step down.

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

Item 12 – Refinancing of 2010 and 2011 Notes by the Quitman Development Corporation

Evans introduced the resolution noting passage would authorize the QDC to refinance the 2010 and 2011 notes with a fixed interest rate for the first ten years and a market based fixed rate for the second ten years. There was general discussion regarding the original structure of the loans and the refinancing package. Hall noted that the savings over a ten year period was approximately \$300,000 and that this provided a means for the QDC to no longer have cash flow concerns due to debt servicing from the previous notes.

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

Item 13 – Quitman Development Corporation Fiscal Year End Budget 2014

Evans introduced the resolution noting that the QDC board had approved the budget and was requesting approval from the City. Hall noted that \$36,382.26 net positive remained unallocated and that such funds could be allocated to projects in the coming fiscal year provided those projects were not in excess of \$10,000.

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

Item 14 – Fiscal Year Ending 2014 Budget

Evans introduced the resolution noting approval would accept the budget as proposed and presented. He thanked the Council and staff for their hard work and cooperative effort in crafting the budget.

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

Item 15 – Personnel Policies and Procedures Manual Revision – Relief Operator Pay

Evans introduced the resolution explaining that the increase of relief operator pay from \$80.00 to \$100.00 per weekend shift at the water and wastewater plants was planned for in the budget and would encourage more personnel to perform such duties.

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

Item 16 – Personnel Policies and Procedures Manual Revision – Certification Pay

Evans introduced the resolution stating that the program was discussed and planned for in the budget process. He explained it was intended as a means to encourage all employees to pursue additional training, development and certifications to better perform their duties.

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

Item 17 – Fiscal Year Ending 2013 Audit Engagement

Evans introduced the resolution noting that approval would authorize execution of a letter to retain Acker and Company for conduct of the FYE 2013 audit. He and Hall also noted their intent to have the audit completed for presentation to the Council early in calendar year 2014.

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

Item 18 – Library 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.

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

Item 19 – Tax Collection 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, Dobbs seconded the motion. The motion passed unanimously.

Item 20 – Parks and Recreation Advisory Board Removal and Appointment

Evans explained that passage of this resolution would appoint Becky Hibbard to the Parks and Recreation Advisory Board replacing Marie Camp for a term expiring December 31, 2014.

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

Adjournment

Crow made a motion to adjourn, Dunn 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

