

**Town Council minutes
December 9, 2013**

STATE OF TEXAS §
COUNTY OF TARRANT §
TOWN OF PANTEGO §

The Town Council of the Town of Pantego, Texas, met in regular session at 7:30 p.m. in the Council Chamber of Town Hall, 1614 South Bowen Road, Pantego, on the 9th day of December 2013 with the following members present:

Melody Paradise	Mayor
Russ Brewster	Mayor Pro Tem
Jane Barrett	Council Members
Don Surratt	
Don Funderlic	
Charlie Price	

constituting a quorum. The following staff members were present:

Tom Griffith	Interim City Manager
Julie Arrington	City Secretary
Jim Jeffrey	City Attorney
Ariel Carmona	Finance Director
Barry Reeves	Assistant Chief of Police
Chad Joyce	Interim Director of Public Works
Joyce Stanton	City Engineer
Robert Coker	Assistant Fire Chief

Also in attendance:

Bill Brown	PEDC President
------------	----------------

WORK SESSION 6:30 P.M.

Mayor Paradise called the work session to order at 6.47 p.m.

1. City Manager Report

- Server Upgrades – discussion on the various server issues Town Hall has had in the past week.
- Road Projects Update – Mr. Griffith and Ms. Stanton visited the project on December 3rd and believe the Contractor, Engineer, and Town are now all on the same page for completion.
- Transition from CWD to Republic - The Transfer from CWD to Republic for recycling will take place December 18th when CWD will pick up the recycling bins and Republic will deliver the new bins. This will be advertised via the website, blackboard, Town Newsletter, and the Marquee. Council voiced concerns with changing the Town's recycling pick up day from Wednesday to Tuesday.
- Personnel Vacancies - there is still one police department vacancy after filling one position. There is still one fire department vacancy. The Fire Department has worked hard and has received an ISO rating of a two from a four. This is an insurance rating given to each fire department and the result is a possible reduction in insurance rates to our citizens. This will be communicated via the marquee and in the Town Newsletter. In order to receive a one rating the Town would need to hire more firemen and there are some other parameters that would need to be met.

**Town Council minutes
December 9, 2013**

- Christmas Party Update - Town Holiday Party will be December 28th at Shady Valley.

2. Monthly Staff Reports

Finance Director Carmona answered Council's questions regarding the road projects and Texpool transfers.

3. Approval of Bills Payable and Purchase Orders in Excess of \$1,000

Council had questions concerning the Di Scullo-Terry, Stanton & Associates invoice and discussed the invoice with Mr. Griffith and Ms. Stanton.

4. Approval of Town Council Minutes and Acceptance of Minutes of Boards and Commissions

- **Town Council Minutes September 9, 2013**
- **Town Council Minutes September 23, 2013**
- **Town Council Minutes October 14, 2013**

Council believed these minutes were previously passed with revisions. Ms. Arrington confirmed she did not have any signed minutes or proof they were passed. Council agreed there would be no harm in voting on them again.

5. Discussion and possible action on the annual Town Holiday Party

Mayor Paradise advised the December 6, 2013 Town Holiday Party was cancelled due to the weather and has been rescheduled to Saturday, December 28, 2013.

Mayor Paradise adjourned the work session at 7:27 p.m.

REGULAR SESSION 7:42 P.M.
CALL TO ORDER/WELCOME

Mayor Paradise welcomed those in attendance and called the regular session to order at 7.42 p.m.

INVOCATION BY:

Interim City Manager Tom Griffith

PLEDGE OF ALLEGIANCE

MAYOR/COUNCIL/STAFF COMMENTS OF COMMUNITY INTERESTS

Mayor Pro Tem Brewster thanked the citizens for attending the meeting and commended the Police for recent arrests.

Council Member Price also thanked the citizen's for attending.

Council Member Barrett thanked the Fire Department and Police Department for the success of the Candy Train, and advised that there is a need for more volunteers.

Council Member Funderlic thanked the attendees and the Police Department, Sergeant Moore, and Detective Whitwell on the recent arrest.

Council Member Surratt welcomed the audience, acknowledged and thanked the CRB and Council for supporting the Candy Train. He also thanked Mr. Griffith and Staff for the change in the ISO rating. He

congratulated Ms. Householder on her accomplishment, and thanked Assistant Police Chief Reeves for his work with Cops for Kids.

Mayor Paradise commented on the success of the Candy Train and Tree Lighting events, and suggested starting at 3:00 p.m. next year to allow the train to complete the route and arrive at the park before dark.

COUNCIL LIAISON TO BOARD REPORTS

Community Relations Board

Council Member Barrett informed Council that CRB discussed how to improve the Candy Train and Tree Lighting event for next year. Due to the lack of board members, PEDC will be judging the residential Christmas lights this year. The board also discussed how they are going to allocate the remaining budget. Next year they plan on doing more leg work and planning on the events. Their next meeting is January 7, 2014.

Mayor Paradise thanked the Lions Club for assisting the CRB with the Candy Train.

Pantego Youth Leadership Council

Mayor Paradise advised that PYLC meets next Tuesday and the focus this month will be on Non-Profits, volunteering, and charitable work.

PEDC REPORT

President Bill Brown advised Council that PEDC will discuss the judging of the Christmas lights for the residents and the retail lighting in December and how they will implement the judging.

RECOGNITIONS/RECEPTION

- **Appointment of Julie Arrington as City Secretary**

Mayor Pro Tem Brewster made a motion to officially appoint Julie Arrington as City Secretary. Council Member Price seconded the motion.

The vote was as follows:

Ayes: Brewster, Price, Funderlic, Surratt and Barrett
Nays: None
Abstention: None

Mayor Paradise declared the motion passed unanimously.

- **Oath of Office for Julie Arrington, City Secretary**

Mayor Paradise administered the Oath of Office to Julie Arrington.

- **Oath of Office for Robin Wall, Police Officer**

Mayor Paradise administered the Oath of Office to Robin Wall and welcomed him to the department. Assistant Chief Reeves introduced Officer Wall to the audience and provided Officer Wall with his official Badge.

- **Thressa Householder has been declared a Certified Court Clerk Level II by the Texas Municipal Court Clerks Association, Texas Municipal Courts Association, and in cooperation with Texas State University in San Marcos, Texas.**

**Town Council minutes
December 9, 2013**

Mayor Paradise recognized Ms. Householder and congratulated her on her achievement of Certified Court Clerk Level II and commented on requirements for such an achievement.

- **RECEPTION to welcome Julie Arrington and Robin Wall, and to honor Thressa Householder**

Meeting recessed at 8:06 p.m.

Meeting resumed at 8:22 p.m.

PRESENTATION BY THE SALVATION ARMY

- **Mayoral Red Kettle Challenge Kick-Off**

Mayor Paradise advised that Lt. Patrick Jones could not make tonight's meeting, and presented information on the Fourth Annual Salvation Army Mayoral Kettle Challenge, and invited the community to participate. The event is scheduled for December 21st from 8:30 a.m. to 6:30 p.m. at the Walmart in Pantego.

CITIZENS OPEN FORUM

None at this time.

APPROVAL OF CONSENT AGENDA ITEMS

Council Member Funderlic made a motion to approve consent agenda items 1-5. Council Member Barrett seconded the motion.

The Vote was as follows:

Ayes: Brewster, Price, Barrett, Funderlic, and Surratt

Nays: None

Abstention: None

Mayor Paradise declared the motion passed unanimously.

NEW BUSINESS FOR DISCUSSION, REVIEW, APPROVAL, AND/OR DIRECT STAFF

6. Discussion on Conflicting traffic signage related to truck traffic

Mr. Griffith informed Council of a resident on Sarah Street with complaints about the amount of truck traffic in that area. He explained the trucks on Sarah have a valid purpose and are typically going to a construction site or making a delivery within the Town. Sometime last year the Town ended up with two conflicting signs regarding truck traffic. Mr. Griffith suggested removing one of the signs as a solution.

Council agreed with Mr. Griffith's solution and no further action was required on this item

7. Discussion and possible action on a change order to the Peachtree and Country Club Court street improvement projects.

Council discussed the State of Texas bid requirements for construction within a Municipality. Council had questions regarding the proper quantity for materials, price of the materials, qualification of contractors, the amount of work left to complete and the timeline of the project, weather delays, and consequences for not meeting the deadlines. Ms. Stanton and Mr. Griffith will work together to address Council's concerns.

Council discussed with staff the best way to move forward to get the project completed including options for holding the contractor accountable for deadlines. In regard to the Peachtree project,

**Town Council minutes
December 9, 2013**

Council discussed giving the City Manager and City Engineer authorization to enter into negotiations with other contractors to get this construction project completed.

Council Member Funderlic made a motion to authorize the City Manager and the City Engineer to enter into negotiations to complete the additional work on Peachtree in the most expeditious and appropriate manner according to our ordinances and according to the Laws of the State. Mayor Pro Tem Brewster seconded the motion.

The vote was as follows:

Ayes: Mayor Pro Tem Brewster, Funderlic, Barrett, Surratt, and Price
Nays: None
Abstention: None

Mayor Paradise declared the motion passed unanimously

Council Member Funderlic made a motion authorizing the City Engineer and City Manager to enter into the change order with CLLA for improvements to the Country Club project as outlined in the CLLA change order pursuant to discussion not to exceed \$26,000. Council Member Surratt seconded the motion.

The vote was as follows:

Ayes: Mayor Pro Tem Brewster, Price, Barrett, Funderlic, Surratt
Nays: None
Abstention: None

Mayor Paradise declared the motion passed unanimously.

Mayor Paradise requested Ms. Stanton to keep Council informed due to the length of time before the next meeting.

OLD BUSINESS

8. Second Reading, discuss, and take possible action on a proposed Ordinance providing for increases in monthly benefits to retirees of 50% based on the Consumer Price Index.

Mayor Paradise explained this is a second reading of the Ordinance. Council discussed this at the last meeting in November when it received information on 70% and 50% monthly benefits. The motion was passed by a majority vote but required a super majority. The second reading requires a majority vote to pass.

The Council deliberated the effects on the Unfunded Liability section of the budget and the requirements of the auditors on the budget. Council Member Funderlic and Mayor Pro Tem Brewster commented that they believed that this should be looked at during the budget process, allowing for the Interim City Manager to reveal the results of the comprehensive salary survey he is conducting at this time. Further, TMRS bases their rates on several different variables; such as the number of employees, the number of retired employees, and the number of years each employee worked with Pantego. This is a constantly changing number. Council Member Funderlic believes the Town has shown a steady rise in the funded liability and the Unfunded has seen a reduction.

Council Member Price believes this is a negative balance on our Unfunded Liability with a trickledown effect and needs to be dealt with now since it is good business sense for the Town, and one bad year with TMRS could cost the Town money. Furthermore, this needs to be looked

**Town Council minutes
December 9, 2013**

at like our personal budget with an unfunded liability on our financials. He feels Council owes it to the Constituents to keep the cost down.

Council Member Price made a motion to change the COLA from 70% to 50%. Council Member Surratt seconded the motion.

The vote was as follows:

Ayes: Price, Surratt, and Barrett

Nays: Brewster and Funderlic

Abstention: None

Mayor Paradise declared the motion passed by a majority vote.

SCHEDULED EXECUTIVE SESSION ITEMS

City Attorney Jim Jeffrey informed Council of a format issue on the Agenda and needed to advise Council in the Executive Session.

Council Meeting Recessed at 9:15 p.m. for Executive Session

- The Council will convene in the City Manager's office pursuant to the Texas Government Code for an executive session on the following items:
 1. Pursuant to Government Code Section 551.074 Personnel Matters, to discuss the position of Public Works Director, and to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee.
 2. Pursuant to Government Code 551.071 Litigation, The Council will convene into executive session, to discuss pending or contemplated litigation, settlement offers, and other legal matters that implicate the attorney-client privilege.

Mayor Paradise adjourned the executive session at 11:28 p.m. and reconvened into regular session at 11:30 p.m.

No action was taken on the executive session.

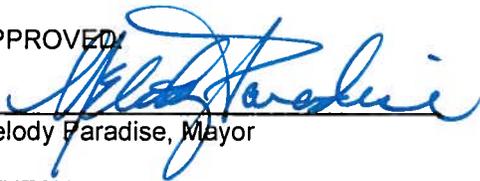
COUNCIL INQUIRY

None at this time.

ADJOURNMENT

Mayor Paradise adjourned the regular session at 11:30 p.m.

APPROVED:



Melody Paradise, Mayor

ATTEST:



Julie Arrington, City Secretary