

Town Council Minutes
January 26, 2015

STATE OF TEXAS §

COUNTY OF TARRANT §

TOWN OF PANTEGO §

The Town Council of the Town of Pantego, Texas, met in regular session at 6:30 p.m. in the Council Chamber of Town Hall, 1614 South Bowen Road, Pantego, on the 26th day of January 2015 with the following members present:

Melody Paradise
Russ Brewster
Don Funderlic
Fred Adair
Don Surratt
Jane Barrett

Mayor
Mayor Pro-Tem
Council Member

Members absent:

None

constituting a quorum. The following staff members were present:

Matt Fielder
Julie Arrington
Jim Jeffrey
Ariel Carmona
Chad Joyce
Scott Williams
Barry Reeves
Thressa Householder

City Manager
City Secretary
Town Attorney
Finance Director
Community Development Director
Public Works Director
Assistant Police Chief
Court Administrator

Also in attendance:

None.

WORK SESSION 6:30 P.M.

Mayor Paradise called the work session to order at 6:32 p.m.

Mayor, Council, and Staff discussed the following consent agenda items:

1. City Manager Report

Mr. Fielder informed the Council there are still two police officers and one dispatcher position open. There is a new opening for a Support Specialist for the front office. Assistant Police Chief Reeves informed Council there is one potential officer for one of the open positions.

Mr. Fielder informed Council per their direction at the last council meeting payment was made to the Northern Trinity Groundwater Conservation District. The meeting that was scheduled for this Thursday was re-scheduled due to a legislative conflict.

Mr. Fielder informed Council that Chop House Burgers will be moving into the Chop House Steak location. Their plan is to be open by the end of the month. Mayor Paradise inquired on the grand opening. Dairy Queen has begun the process of applying for a building permit with the Community Development Director for the old Del Taco building. The Family Dollar store has plans to build a

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10,000 square foot building in Westbury Square and is in the beginning stages of the re-platting process. The building will be owned by the developer and Family Dollar will lease it. The owner of the Bull Chicks building has informed him they are looking to put in an emergency room clinic and this will require a complete remodel of the building.

2. Approval of Bills Payable and Purchase Orders in excess of \$1,000.

There was discussion on the racial profiling invoice and Assistant Police Chief Reeves explained the annual fee is split into two payments each year. There was an inquiry to the use of two contractors for the fiber optic repairs. Mr. Fielder explained due to the circumstance same day service was necessary and this constituted an emergency fee.

3. Approval and Acceptance of Minutes

Approval of Town Council Minutes:

- Town Council minutes from December 8, 2014

Council inquired about subsequent minutes.

Acceptance of Minutes of Boards and Commissions:

- PEDC minutes from December 10, 2014

No comments.

4. Discuss, direct, and consider action on an Ordinance of the Town of Pantego Calling the General Election of Town Officers for the Town of Pantego, Texas to be held Saturday, May 9, 2015 for Council members Places 4, 5, and 6-Mayor; Providing for Publication; Providing for Procedures for the Conduct of the Election; and Declaring an Effective Date.

Ms. Arrington explained the purpose of this ordinance in regards to calling the general election. The ordinance outlines all the important information for voters and candidates. Council requested the removal of the reference to Place 6 leaving only Council members Place 4, 5, and the Mayor in the Order of Election and the Ordinance. Mr. Jeffrey's confirmed this would be acceptable.

5. Discuss, direct, and consider action on an Ordinance of the Town of Pantego, Texas, Amending Town of Pantego Municipal Code – Appendix A – Fee Schedule – Article A2.000 Administrative Fees by Adding a New Section A2.004; Providing for a Fee to Defray Costs of Collecting Delinquent Fines, Fees, Court Costs, and Other Debts Pursuant to Article 103.0031 of the Texas Code of Criminal Procedure; Providing for Severability; Repealing all Ordinance in Conflict Herewith; and Declaring an Effective Date.

Mrs. Householder introduced this item to Council. She explained this will allow the Town to hire a collection agency to collect the outstanding warrants. Council inquired if this has ever been done before and Mrs. Householder stated the Town has hired two companies in the past prior to her becoming the administrator. Council inquired how the company was chosen and was informed staff performed a request for proposal procedure and this was the only company to answer the request. She confirmed with Council the defendant pays all fees to the Town and the Town only pays the agency from the collected fees. Staff is waiting on approval of the contract from Judge Lane and expects to have it at the next council meeting for approval. Mayor Paradise clarified the Council will pass within one reading.

6. Discuss, direct, and consider action on a Resolution of the Town Council Authorizing the City Manager to Pay the Northern Trinity Groundwater Conservation District Fee.

Mr. Fielder reminded Council this was an item from the executive session at the last council meeting and will formalize the payment. Council would like to have section 2 reflect the effective date of January 12, 2015.

7. Discuss, direct, and consider action on an update from Alan Plummer Associates, Inc. regarding the Lane Well.

Mr. Fielder introduced Patrick Moseley with Alan Plummer Associates, Inc. to present their findings to the Lane well investigation. Mr. Moseley gave Council a copy of the report, confirmed he has read the autopsy report, spoke to Watt's Drilling, and confirmed the original water well pump was replaced with a deep well submersible pump. The deep well pump is very susceptible to phase imbalance issues. The autopsy reports shows the latest failure was caused by a radial bearing failure, which is caused by either a water flow across the bearing as it starts, a phase imbalance, or not properly placed in the well. He stated there is an electrical issue but it is not an issue to the pump. Council inquired what he thought the problem was with the well. Mr. Moseley stated Franklin believes it was a water flow issue across the bearing. He would like to perform some calculations to be sure but has no reason to think there is a problem right now with the well. There was discussion on the clogged screens causing the issue or a part of the issue. In a response to a question from Council Mr. Moseley clarified the trip mechanism is disconnect due to compatibility issues. He recommends pulling the motor to check the installation of the motor. There was discussion on the booster pumps. He stated they are rated for 75 gpm each and could be a cause on some of the bearing issues; such as the thrust bearing. Council inquired when they could have the final reports to Council. Sarah Seamands stated she could have her final recommendations regarding the design of the water system to Council within a month. She is considering a recommendation for a ground storage tank next to the well or having the well pump into the existing elevated storage tank. There was discussion in the cycle times of the pumps and the dead head pressure on the pump. Mr. Moseley stated he could have his calculations final on the electrical system and ready for Council at the next meeting. There was discussion on pulling and cleaning the well at the same time as the motor is pulled and inspected. Council directed the City Manager to review the details of the previous discussions and have information regarding the coordination of Collier and Franklin to perform the cleaning, inspection, and rehabilitating the well at the same time for the next council meeting.

Mayor Paradise adjourned the work session at 7:33 p.m.

REGULAR SESSION 7:30 P. M.
CALL TO ORDER/WELCOME

Mayor Paradise called the regular session to order at 7:47 p.m. and welcomed the audience.

Julie Arrington, City Secretary, led the invocation which was immediately followed by the Pledge of Allegiance.

MAYOR/COUNCIL/STAFF COMMENTS OF COMMUNITY INTERESTS

Councilmember Surratt welcomed the audience and thanked Assistant Fire Chief Coker and Public Safety Chief Griffith for their quick response and good work regarding a grass fire to a family member's home.

Councilmember Funderlic welcomed the audience and thanked the staff and the first responders for the job they do for the citizens.

Councilmember Barrett welcomed the audience and wished Emma in the audience a happy birthday.

Councilmember Adair welcomed the audience and appreciated staffs hard work.

Mayor Pro-Tem Brewster welcomed the audience and invited them to come to Town Hall anytime to see what staff and Council are doing. He thanked Council and staff for working together to get things accomplished.

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Mayor Paradise informed Council they have received a Thank You card addressed to the Council, Staff, and the Town from Mrs. Siddens who thanked the emergency responders for their work. She updated Council the Town has lost a long time resident Bob Ellis over the weekend. She honored all of those who serve this community for a long time and short time. P & Z has not met in several months and requested when they meet next to ensure they honor Mr. Siddens and the Mayor and the Council will attend the meeting. She requested to have an item regarding the vacancy left by Mr. Siddens on the Planning & Zoning Commission to be on the next agenda.

HONORS/RECOGNITIONS

None.

COUNCIL LIAISON TO BOARD REPORT

Community Relations Board

Councilmember Barrett informed the Council the Board has not met since the last council meeting. The next CRB meeting will be Tuesday, February 3, 2015 at 7:00 p.m.

Pantego Youth Leadership Council

Mayor Paradise informed Council the PYLC students met last week. She thanked Mr. Williams for attending the meeting, being the guest speaker regarding his daily duties as a Public Works Director, and filling in for the City Secretary, who was out. She congratulated Ms. Arrington on the new arrival of her grandson. The last meeting and all future meetings will discuss controversy, resolutions, and hearing other perspectives in a since going full circle with listening to others. The students will present topics for stage one at the next meeting.

PEDC REPORT

Councilmember Adair informed the Council the PEDC Board presented the winners of the Business Christmas Light Decorating contest and discussed the UTA survey presentation Council received several weeks ago and the focus group with the Arlington Chamber of Commerce. There were ten businesses invited and only five showed which developed a focus on how to get businesses involved. They discussed joint marketing with each other. These five would be the ambassadors to get the businesses involved by meeting with them and they attended the orientation luncheon with the Chamber of Commerce last Friday.

CITIZENS OPEN FORUM

Matt O'Neill, 9 Longhurst, would like Council to find things for kids to do outside and suggested a volleyball court at the park.

APPROVAL OF CONSENT AGENDA ITEMS

Councilmember Funderlic made a motion to approve the Consent Agenda items 1 thru 3 as discussed. Mayor Pro-Tem Brewster seconded the motion.

The vote was as follows:

Ayes: Surratt, Funderlic, Barrett, Adair, and Brewster.

Nayes: None.

Abstention: None.

Mayor Paradise declared the vote passed unanimously.

ORDINANCES

4. **Discuss, direct, and consider action on an Ordinance of the Town of Pantego Calling the General Election of Town Officers for the Town of Pantego, Texas to be held Saturday, May 9,**

2015 for Council members Places 4, 5, and 6-Mayor; Providing for Publication; Providing for Procedures for the Conduct of the Election; and Declaring an Effective Date.

This item was discussed during the Work Session. Ms. Arrington read the caption of the ordinance and informed Council of the changes they made during the work session.

Councilmember Surratt made a motion to approve Ordinance 14-752 with the changes as discussed in the work session. Councilmember Barrett seconded the motion.

The vote was as follows:

Ayes: Surratt, Funderlic, Barrett, Adair, and Brewster.

Nays: None.

Abstentions: None.

Mayor Paradise declared the vote passed unanimously.

- 5. Discuss, direct, and consider action on an Ordinance of the Town of Pantego, Texas, Amending Town of Pantego Municipal Code – Appendix A – Fee Schedule – Article A2.000 Administrative Fees by Adding a New Section A2.004; Providing for a Fee to Defray Costs of Collecting Delinquent Fines, Fees, Court Costs, and Other Debts Pursuant to Article 103.0031 of the Texas Code of Criminal Procedure; Providing for Severability; Repealing all Ordinance in Conflict Herewith; and Declaring an Effective Date.**

This item was discussed during the work session. Mayor Paradise stated this will be passed in one reading. Ms. Arrington read the caption into the record.

Mayor Pro-Tem Brewster made a motion to approve Ordinance 15-753 as written. Councilmember Adair seconded the motion.

The vote was as follows:

Ayes: Surratt, Funderlic, Barrett, Adair, and Brewster.

Nays: None.

Abstentions: None.

Mayor Paradise declared the vote passed unanimously.

RESOLUTIONS

- 6. Discuss, direct, and consider action on a Resolution of the Town Council Authorizing the City Manager to Pay the Northern Trinity Groundwater Conservation District Fee.**

This item was discussed during the work session.

Councilmember Adair made a motion to approve Resolution 15-01 authorizing the City Manager to pay the Northern Trinity Groundwater Conservation District Fee revising section 2 to read effective date January 12, 2015. Councilmember Surratt seconded the motion.

The vote was as follows:

Ayes: Surratt, Funderlic, Barrett, Adair, and Brewster.

Nays: None.

Abstentions: None.

Mayor Paradise declared the vote passed unanimously.

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

7. Discuss, direct, and consider action on an update from Alan Plummer Associates, Inc. regarding the Lane Well.

This item was discussed during the work session and no action was taken on this item.

8. Discuss, direct, and consider action on authorizing the City Manager to enter into a contract with Alan Plummer Associates for the construction management of the Park Row Project.

Mr. Fielder informed Council Brian Wright with Alan Plummer Associates, Inc. was injured and will be out. He was able to speak with him via telephone and discuss some of Council's concerns. Mr. Fielder informed Council he was told by Mr. Wright he may be able to get the multiplier reduced to 1.1%. There was discussion on the mark up of the direct and subcontractor's expenses and the due and payable upon receipt clause. Council had several questions concerning the contract and requested to have someone with contract adjustment authority to attend the next council meeting due to the timing of the project. Mayor Paradise requested the Councilmember's to have their questions emailed to Mr. Fielder allowing him to debrief the representatives prior to the meeting. There was discussion on keeping the projects separate. Council is not convinced the combination of the two projects is a cost savings. There was discussion on the timing for the Tarrant County funds for the project. Mr. Fielder will bring back an Alan Plummer Associates, Inc. contract for just the water line project.

Matt O'Neill, 9 Longhurst, inquired about the deadline for completion of this project and suggested a late charge for missing the deadline.

Councilmember Funderlic made a motion to table item #8 until the February 9, 2014 council meeting. Councilmember Barrett seconded the motion.

The vote was as follows:

Ayes: Surratt, Funderlic, Barrett, Adair, and Brewster.

Nays: None.

Abstentions: None.

Mayor Paradise declared the vote was unanimous.

9. Discuss, direct, and consider action on the scheduling of additional Zoning Ordinance review meetings.

There was discussion on Mr. Joyce's schedule. He will be out for two weeks the end of January or the first of February. Council agreed to hold the next Zoning review meeting on February 24, 2015 at 6:30 p.m.

Mayor Paradise adjourned the council meeting for the executive session below at 8:46 p.m.

Following the Scheduled Executive Session, the Council will reconvene in public session and may take any and all action necessary concerning the Executive Session.

SCHEDULED EXECUTIVE SESSION ITEMS

- 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 to discuss and to deliberate the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee – annual evaluation of the City Secretary.
 2. Pursuant to Government Code Section 551.074 to discuss and to deliberate the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee – annual evaluation of the City Manager.

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Mayor Paradise reconvened the council meeting at 11:05 p.m.

Executive Session Item 1 – Councilmember Surratt made a motion for a salary increase for the City Secretary effective February 1, 2015 as discussed in the executive session. Councilmember Funderlic seconded the motion.

The vote was as follows:

Ayes: Surratt, Funderlic, Barrett, Adair, and Brewster.

Nayes: None.

Abstentions: None.

Mayor Paradise declared the vote passed unanimously.

Executive Session Item 2 – Councilmember Adair made a motion for a salary increase for the City Manager effective February 1, 2015 as discussed in the executive session. Mayor Pro-Tem Brewster seconded the motion.

The vote was as follows:

Ayes: Surratt, Funderlic, Barrett, Adair, and Brewster.

Nayes: None.

Abstentions: None.

Mayor Paradise declared the vote passed unanimously.

COUNCIL INQUIRY

Councilmember Surratt inquired on the neighborhood break-ins to a home by the cemetery. Mr. Fielder stated the Police Department informed him this took place the last week of 2014.

ADJOURNMENT

Mayor Paradise adjourned the regular session at 11:10 p.m.

APPROVED:


Melody Paradise, Mayor

ATTEST:


Julie Arrington, City Secretary

