

Town Council Minutes
June 22, 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 22nd day of June 2015 with the following members present:

Melody Paradise
Fred Adair
Jane Barrett
Don Funderlic
Don Surratt

Mayor
Council Member
Council Member
Council Member
Council Member

Members absent:

Russ Brewster

Mayor Pro-Tem

Constituting a quorum. The following staff members were present:

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

City Manager
City Secretary
Town Attorney
Finance Director
Community Development Director
Public Works Director
Chief of Public Safety
Assistant Police Chief
Assistant Fire 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 was damage caused to the park on June 16th due to vandalism by unknown parties; statues were damaged and the awning over the exercise equipment was ripped up.

Mr. Fielder informed Council the construction on Park Row is ongoing. The crews have reached the creek and are connecting to the line that was previously bored under the creek. They expect to cross over from the south side to the north sided in front of the Shell station on Wednesday and reach the intersection of Bowen Rd and Park Row soon. They have agreed to work nights at the intersection to reduce potential traffic issues. Their estimated time of completion is the end of July.

Mr. Fielder informed Council the Town lost a Public Works maintenance worker, Simon McCurley, to attend graduate school out of town.

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

There was discussion on the invoices for Alan Plummer and Flair Events. Mr. Fielder explained the 41 hours for a pre-construction meeting possibly included the hours for review and preparation for the bid with add-ons and is still within the budget. Mr. Fielder will follow up with Flair Events on their cost breakdown of quarter hour charges instead of one-tenth hour charges.

3. Approval and Acceptance of Minutes

Approval of Town Council Minutes:

- Town Council minutes from June 8, 2015

No comments.

Acceptance of Minutes of Boards and Commissions:

- PEDC minutes from May 27, 2015
- PEDC minutes from June 3, 2015

4. Discussion on a presentation by Coble Cravens Financial Services, Inc. for options on comparable quotes for group health, dental, life, disability, and supplemental insurance plans related to the current employee benefits plan offered and provided to town employees.

Don Duke, with Coble Cravens Financial Services, Inc. gave a presentation to Council with a summary of the comparison to the current Texas Municipal League (TML) employee benefits and other insurance agency benefits. He informed Council TML is the best option with the most competitive rate for the Town in regards to health insurance. However, he found a better option for the ancillary products with MetLife Insurance Company USA. There was discussion on the various options, the wording contained within the Employee Handbook on dental coverage, and the allocation of the Town's contribution to the employee's insurance coverage. Mr. Duke explained Metlife could not match TML's 45 day waiting period for Long Term Disability; however, they can provide Short Term Disability with a 14 day waiting period and Long Term Disability with a 90 day waiting period allowing for complete coverage to the employee after the initial 14 day waiting period and at a comparable price to the Town.

RESOLUTIONS

6. Discuss, direct, and consider action on Resolution 15-20 a resolution of the Town Council of the Town of Pantego, Texas, authorizing the Town's participation in TexPool and TexPool Prime Texas Local Government Investment Pools with an authorized list of representatives.

Ms. Carmona explained the Town has always invested with TexPool and would like to add TexPool Prime for double the earnings and more diversification. There was clarification on the funds covered by the Investment Policy and Investment Strategies. Council inquired on any opportunity for a loss. Ms. Carmona explained the interest rates are low because there is typically not a loss with these investments.

Mayor Paradise adjourned the Work Session at 7:25 p.m.

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

Mayor Paradise called the regular session to order at 7:37 p.m., welcomed the audience, and announced Mayor Pro-Tem Brewster was out this evening.

Ms. 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. He had the opportunity to participate in a ribbon cutting this Saturday and enjoyed meeting the new businesses owners.

Councilmember Funderlic welcomed the audience and gave a special thanks to staff for their hard efforts in response to Councils requests and the job they give to the citizens. He was pleased to see the officer's in attendance at the meeting and appreciated their work.

Councilmember Barrett agreed with the previous Council Members.

Councilmember Adair welcomed the audience, agrees with the previous Council Members, and appreciated all of staff's and law enforcement official's hard work; as well as the volunteers.

Mayor Paradise welcomed the audience informing them there was a ribbon cutting for Timeless Treasures over the weekend and requested the audience to welcome Timeless Treasures to the community, if they have the opportunity. In August, next door to Timeless Treasures, a ribbon cutting is expected for Perna's, a Cajun restaurant.

HONORS/RECOGNITION

- **Oath of Office and Badge Pinning of Officer Tyler Bonner, Pantego Police Department.**
- **Honor outgoing Pantego Economic Development Corporation President Bill Brown for his years of dedication and service to the Town of Pantego.**
- **Community Relations Board Memorial Day Essay Contest Winners Presentation.**

Assistant Chief Reeves introduced Officer Tyler Bonner to the audience. Mayor Paradise delivered the Oath of Office to Officer Bonner.

Jane Barrett introduced Thierry Doda the 2nd place High School Essay Contest Winner. Miss. Doda read her essay to the audience. Mayor Paradise thanked Miss. Doda for her participation and hard work on the essay.

Mayor Paradise presented PEDC President Bill Brown with a plaque thanking him for his many years of service on various boards in the City over the last several years. Mr. Brown said a few words on the joys and importance of volunteerism.

RECEPTION

Mayor Paradise recessed the meeting at 7:55 p.m. for a reception. Mayor Paradise reconvened the meeting at 8:10 p.m.

COUNCIL LIAISON TO BOARD REPORT

Community Relations Board

Councilmember Barrett informed the Council the last CRB meeting was on June 2nd. Movie Night was held last Saturday and approximately 70 people were in attendance. The next meeting will be July 7th at 7:00 p.m. at Town Hall.

Pantego Youth Leadership Council

Mayor Paradise announced the PYLC group is off for the summer.

PEDC REPORT

Councilmember Adair informed Council the PEDC Board discussed covering the existing park floor material with artificial grass and a priority list of maintenance items. The Board expects to authorize the contract at the next meeting. There was discussion by Council regarding drainage of the park with the new artificial grass.

CITIZENS OPEN FORUM

Pat Richardson, 1904 Silver Leaf, Pantego, Texas, 76013, stated the first Town Council meeting he attended was three weeks prior to moving into the town. His last Town Council meeting is three weeks prior to him moving out of town. He will be relocating to Fort Worth. He was impressed with the town and that they had their own Planning & Zoning Commission. When he moved here the Town was a beautiful place and a wonderful community. The size of the Town has not gotten any larger but the quality has gone up tremendously. As much as the Mayors and Council like to take credit for it, the ones who did all the work are these people (pointing to staff) and some who just left; don't forget it. He stated he would be back from time to time to visit. He just wanted to say goodbye while he was still here.

APPROVAL OF CONSENT AGENDA ITEMS

Councilmember Surratt made a motion to approve Consent Agenda items 1-4 as discussed in the work session. Councilmember Barrett seconded the motion.

The vote was as follows:

Ayes: Surratt, Funderlic, Barrett, and Adair.

Nays: None.

Abstentions: None.

Mayor Paradise declared the motion passed unanimously.

RESOLUTION

- 5. Discuss, direct, and consider action on Resolution 15-19 a resolution of the Town Council of the Town of Pantego, Texas, authorizing the City Manager to enter into a contract with the Texas Municipal League Multistate Intergovernmental Employee Benefits Pool for the renewal of employee health insurance coverage to include long-term disability, and to continue the Town's participation as a risk member in the employee benefits pool; and providing for an effective date.**

Mayor Paradise read the caption for the record. Mr. Don Duke delivered a presentation regarding this item during the work session.

Mr. Fielder informed Council the re-rate information from TML was received in early June and is due on June 30th. The plan options are the same as last years with some changes to the cost of the plans and the deductibles to some of the plans. Last year the town contribution was raised to \$396 per employee and paid to TML. There was discussion on the different options when mixing the TML and the Metlife coverage's, adding a flex spending account, amending the employee handbook, and the town contribution. There was clarification on the required separate agreement needed for Flex Spending for TML and the agreement with MetLife will not be received for a few more months allowing for an effective date of October 1, 2015.

Councilmember Adair made a motion to approve Resolution 15-19 with exception to remove the Long Term Disability and replace it with flex spending coverage. Councilmember Surratt seconded the motion.

The vote was as follows:

Ayes: Surratt, Funderlic, Barrett, and Adair.

Town Council Minutes
June 22, 2015

Nayes: None.
Abstentions: None.

Mayor Paradise declared the motion passed unanimously.

- 6. Discuss, direct, and consider action on Resolution 15-20 a resolution of the Town Council of the Town of Pantego, Texas, authorizing the Town's participation in TexPool and TexPool Prime Texas Local Government Investment Pools with an authorized list of representatives.**

This item was discussed during the work session.

Councilmember Surratt made a motion to approve Resolution 15-20 authorizing the Town to participate in TexPool and TexPool Prime and listing the authorized representatives. Councilmember Funderlic seconded the motion.

The vote was as follows:
Ayes: Surratt, Funderlic, Barrett, and Adair.
Nayes: None.
Abstentions: None.

Mayor Paradise declared the motion passed unanimously.

- 7. Discuss, direct, and consider action on Resolution 15-21 a resolution of the Town Council of the Town of Pantego, Texas, authorizing the City Manager to enter into contracts for children entertainment and logistics for PantegoFest 2015, and providing for an effective date.**

Mr. Fielder informed the Council the Resolution covers two items; the previously discussed Bouncing Stars contract for Bounce Houses and the rental of the tables, chairs, tents, and electricity. He outlined the different services provided by the different options in the rental companies. There was discussion on the cost difference in the budget and the actual costs. It was explained the provider from last year made an accounting error in the Town's favor and this year they did not.

Councilmember Adair made a motion to approve Resolution 15-21 with the following changes; in section two replace Taylor with Moore Rentals and revise the cost from \$15,687 to \$13,263. Councilmember Surratt seconded the motion.

The vote was as follows:
Ayes: Surratt, Funderlic, Barrett, and Adair.
Nayes: None.
Abstentions: None.

Mayor Paradise declared the motion passed unanimously.

ORDINANCE

- 8. Discuss, direct, and consider action on a second and final reading of Ordinance 15-766 an ordinance of the Town Council of the Town of Pantego, Texas, amending the Municipal Code Chapter 13 Utilities by adopting a new Article 13.07 Storm Water Pollution Control; containing findings and other provisions relating to foregoing subject; containing a savings clause; repealing all ordinance in conflict herewith; and declaring an effective date.**

Ms. Arrington read the caption for the record. Mr. Joyce reminded Council this ordinance was discussed at the last meeting and there were questions on Section 13.07.005(b) in regards to the use of "affirmative defense" and the wording used in Fort Worth's ordinance. He explained the proposed changes by Council was used in Fort Worth's MS4 application not their ordinance and most municipal ordinances on this matter match the one proposed by staff. Mr. Jeffery's discussed the intent of the

Town Council Minutes
June 22, 2015

use of "affirmative defense" and the change to the intent if the proposed changes are made. There was further discussion and clarification on the use of the words "affirmative defense" and the shifts in the burden of proof. Council inquired on the location of the changes in the document and what the suggested changes are.

Councilmember Funderlic made a motion to adopt Ordinance 15-766 amending the Town Code of Ordinances Chapter 13 incorporating the changes proposed by Mr. Joyce. Councilmember Surratt seconded the motion.

The vote was as follows:
Ayes: Surratt and Funderlic.
Nays: Barrett, Adair, and Mayor Paradise
Abstentions: None.

Mayor Paradise declared the motion failed by a 2-3 vote, with the Mayor breaking the tie vote.

Councilmember Adair made a motion to approve Ordinance 15-766 as written in its original version. Councilmember Barrett seconded the motion.

The vote was as follows:
Ayes: Barrett, Adair, and Mayor Paradise.
Nays: Surratt and Funderlic.
Abstentions: None.

Mayor Paradise declared the motion passed by a 3-2 vote with the Mayor breaking the tie vote.

9. **Discuss, direct, and consider action on a second and final reading of Ordinance 15-767 an ordinance of the Town Council of the Town of Pantego, Texas, amending Municipal Code Chapter 13 Utilities, Article 13.03 Water and Sewers, Division 1 Generally, Section 13.03.002 Definitions; Section 13.03.006 Computation of Charges; Estimated Meter Readings; Section 13.030074 Billing – Delinquency; and Section 13.03.066 Groundwater District Production Fees; and establishing Appendix A Fee Schedule, Article A10.000, Section A10.013 Groundwater Conservation District Fees; containing a savings clause; repealing all ordinances in conflict herewith; and declaring an effective date.**

Ms. Arrington read the caption for the record. Mr. Fielder explained this is a second reading. Council discussed and passed this ordinance at the last meeting. He informed them there is one change adding the words "up to" in section 3(b). He reminded them the ordinance will allow for the pass through fee to the residents for the Groundwater Conservation District and will allow him the ability to review and decide on adjustments within a set criterion.

Councilmember Surratt made a motion to approved ordinance 15-767 as the second reading as presented. Councilmember Funderlic seconded the motion.

The vote was as follows:
Ayes: Surratt, Funderlic, Barrett, and Adair.
Nays: None.
Abstentions: None.

Mayor Paradise declared the motion passed unanimously.

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:

Town Council Minutes
June 22, 2015

1. Pursuant to Government Code Section 551.074, to deliberate the appointment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee - Discussion of Board and Commissions appointments.

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

Mayor Paradise recessed the regular session to conduct the executive session at 9:49 p.m.
Mayor Paradise reconvened the regular session at 10:22 p.m.

Mayor Paradise informed the audience the Council discussed various board appointment candidates. Council will appoint Robert Jordan to Place 6, Pantego Economic Development Corporation; Bill Brown to Place 5, Zoning Board of Adjustments; and Jesse Howell to Place 6 as an alternate to Planning & Zoning Commission, and as a member to the Community Relations Board.

Councilmember Surratt made a motion to appoint the aforementioned candidates. Councilmember Adair seconded the motion.

The vote was as follows:

Ayes: Surratt, Funderlic, Barrett, Adair, and Mayor Paradise.

Nays: None.

Abstentions: None.

Mayor Paradise declared the motion passed unanimously.

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

10. Discuss, direct, and consider action on a presentation by the City Secretary regarding an upgrade of the Electronic Record Management System.

Ms. Arrington presented a PowerPoint presentation outlining her research for upgrading the Electronic Record Management System. She explained the current system and its functions. There was discussion on a Record Management Policy; the results if the maintenance agreement is not maintained and allowed to expire; and combining users. Council directed her to discuss with the departments the number of users needed for this system; any additional costs from Iwerk for installation, and compatibility to upgrading the operating system.

COUNCIL INQUIRY

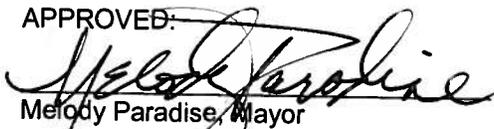
Council inquired on the new owners to the property on Arkansas and was informed they are an automotive repair shop.

Council inquired on a town wide internet provider and was informed this would create an additional utility for the Town to operate and increase the cost of personnel and equipment.

ADJOURNMENT

Mayor Paradise adjourned the regular session at 11:08 p.m.

APPROVED:


Melody Paradise, Mayor

ATTEST:


Julie Arrington, City Secretary

