

**SPECIAL CALLED CITY COUNCIL MEETING  
JUNE 5, 2014**

MINUTES OF THE SPECIAL CALLED MEETING OF THE CITY COUNCIL OF THE CITY OF OVERTON, TEXAS THAT WAS HELD ON **JUNE 5, 2014** AT 7:00 PM IN THE COUNCIL CHAMBER, CITY HALL, 1200 SOUTH COMMERCE, OVERTON, TEXAS.

PRESENT:

C. R. Evans Jr., Mayor  
John Posey  
Philip Cox  
Jerry Clark

ABSENT:

John Ed Welch, Mayor Pro-Tem  
Pat Beets

Also in attendance were Charles Cunningham, City Manager, Rachél Gafford, City Secretary, and Clyde Carter, Police Chief representing staff. Joe Jones, representing Kilgore News Herald, Craig Collins representing the Henderson Daily News newspaper.

**ITEM I: CALL TO ORDER** - Mayor Evans called the meeting to order at 7:00 P.M.

1. Invocation given by Councilman Posey.
2. Pledge of Allegiance lead by Councilman Cox

**ITEM II: CONSENT AGENDA**

1. **REVIEW MINUTES OF THE REGULAR CITY COUNCIL MEETING HELD ON MAY 15<sup>TH</sup>, 2014 AND MINUTES OF A SPECIAL CALLED CITY COUNCIL MEETING HELD ON MAY 19<sup>TH</sup>, 2014.**

**Mayor Evans stated no changes or additions to the Minutes of the May 15th or May 19th, 2014 City Council meetings and that the minutes stood approved with no corrections.**

**ITEM III: CITIZEN FORUM**

**Citizens Comments - none**

**ITEM IV: CITY MANAGER'S REPORT**

The City Manager provided an overview of the contents of his report with special emphasis on the need to identify and prepare the appropriate documents for organizing each of the City's Boards and Commissions. The objective is to bring the memberships of each up to date; possibly modify the number of required members on each Committee and offer recommendations in the form of Resolutions or Ordinances that better define the scope of responsibilities. No further questions were raised.

**ITEM V: NEW BUSINESS**

**1. HEAR AND/OR CONSIDER ACTION ON RECOMMENDATION TO APPROVE CONTINUATION OF THE CITY'S EMPLOYER GROUP MEDICAL AND DENTAL PLANS THROUGH TML INTERGOVERNMENTAL EMPLOYEE BENEFITS POOL.**

City Manager Cunningham made a verbal presentation regarding the proposed changes to the City paid Medical and Dental Plans administered by TML's Intergovernmental Employee Benefits Pool, for Fiscal Year 2014-15. TML was requesting a 25% increase in rates across the board based on the City's claims history over the last several years but particularly the last year. It was explained that staff had requested two additional quotes based on a reduction in the coverage levels to determine if a reduction in the rate increase could be achieved.

The following chart lays out the two options considered:

<b>MEDICAL PLAN</b>		<b>Coverage Options for FY 2014-15</b>		
<b>Table 1 Coverage Comparison</b>	<b>FY 2013-14 Plan -Coverage</b>	<b>Maintain Coverage</b>	<b>Option 1 - Coverages</b>	<b>Option 2 - Coverages</b>
Deductible - In Network	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,050.00
Deductible - Out of Network	\$ 1,750.00	\$ 1,750.00	\$ 1,750.00	\$ 1,300.00
Out of Pocket limit - In Network	\$ 2,000.00	\$ 2,000.00	\$ 3,500.00	\$ 5,000.00
Co Pay	\$ 15.00	\$ 15.00	\$ 20.00	\$ 30.00

<b>Table 2 Cost Comparison</b>	<b>FY 2013-14 Rates and Costs</b>	<b>Costs of Options for FY 2014-15</b>		
		<b>New Rates - Same Plan</b>	<b>Option 1 - Rates</b>	<b>Option 2 - Rates</b>
% Increase		+ 25%	+ 18.17%	+18.19 %
Monthly Rate	\$ 411.78	\$ 514.74	\$ 486.62	\$ 486.68
Cost Per Year Per Employee	\$ 4,941.36	\$ 6,176.88	\$ 5,839.44	\$ 5,840.16
Total Cost- 18 FT employees	\$ 88,944.48	\$ 111,183.84	\$ 105,109.92	\$ 105,122.88
Total Increase (\$) for FY 2015 Budget		\$ 22,239.36	\$ 16,165.44	\$ 16,178.40

<b>Table 3 Cost Comparison - Dependent Coverage</b>	<b>FY 2013-14 Rates and Costs</b>	<b>Costs of Options for FY 2014-15</b>		
		<b>New Rates - Same Plan</b>	<b>Option 1 - Rates</b>	<b>Option 2 - Rates</b>
Spouse	\$ 424.14	\$ 530.18	\$ 501.22	\$ 501.28
Child	\$ 312.94	\$ 391.18	\$ 369.82	\$ 369.86
Family	\$ 947.02	\$ 1,183.78	\$ 1,119.12	\$ 1,119.24

Staff recommendation was to approve OPTION 1 for continuing Medical Plan Coverage with TML for the forthcoming Fiscal Year.

Councilman Cox stated that the City Council should weigh the impact on the employee having a much higher out-of-pocket limit (from \$2000 to \$3,500) and higher copay against the benefit to the City of saving approximately \$6,000

dollars in total cost of the program. City Secretary Rachel Gafford stated that there were very few if any instances where the employee had to absorb even the full \$2,000 out-of-pocket expenses in the past and use of the TeleDoc program which has a \$10 co pay can reduce the cost of the increased co pay amount. She also pointed out that those employees with dependent coverage would have much a much higher increase in their premiums if the current plan coverage was adopted as opposed to the Option 1 alternative.

**Councilman Cox made a motion that the City Council select Option 1 as shown in the chart on the preceding page for continuing coverage with TML for Medical and Dental insurance for the 2014-15 Fiscal Year. John Posey seconded the motion. The motion carried 3-0, Mayor Pro-Tem Welch and Councilman Beets absent.**

**2. HEAR AND/OR CONSIDER ACTION ON A REQUEST FOR PUBLIC SAFETY ANSWERING POINT (PSAP) PROJECT PARTICIPATION FUNDS FROM SMITH COUNTY 9-1-1 DISTRICT FOR PURCHASE OF COMPUTER EQUIPMENT AND ACCESSORIES FOR THE OVERTON POLICE DEPARTMENT.**

City Manager Cunningham stated that the Smith County Emergency Communications 9-1-1 District has made available, funding for computer equipment and related accessories for the Overton PD, to improve the connectivity of Overton's dispatching capability with Smith Counties 9-1-1 District. Chief Carter described the equipment and the uses to which it would be put as shown in the following request for funding:

**REQUEST FOR PUBLIC SAFETY ANSWERING POINT (PSAP) PROJECT PARTICIPATION FUNDS FROM SC 9-1-1 DISTRICT**

Date of Request: 06/06/2014

City of Overton, a local governmental entity in Smith County, Texas, here requests that the SC 9-1-1 District consider and approve this Request for Public Safety Answering Point (PSAP) Project Participation Funds to enhance and improve 9-1-1 System operations as described:

A. Amount of Funds Requested - \$26,519.75

B. Description of how funds will be used to enhance or improve 9-1-1 operations in Smith County.

The requested funds will be used to purchase four (4) Getac S400 semi-rugged laptops, four (4) vehicle docking stations, four (4) external GPS antennas, four (4) auto chargers, four (4) brothers rugged jet 4 printers, four (4) rugged jet printer mounts, four (4) MagTek readers and five (5) year warranty all for the patrol units. One (1) ASA firewall, one monitor and Dell Precision T5610 CTO base for dispatch plus installation. This equipment will be used to allow the Overton Police Department to connect to the Smith County CAD.

**Councilman Posey made a motion that the City Council accepts funding offered by Smith County 9-1-1 District for the computer equipment that would include the cost of the equipment, installation and a 5 year warranty. Councilman Cox seconded the motion. The motion carried 3-0, Mayor Pro-Tem Welch and Councilman Beets absent.**

**3. HEAR AND/OR CONSIDER ACTION ON PROCLAMATION DECLARING JUNE 29<sup>TH</sup> THROUGH JULY 6<sup>TH</sup>, 2014 AS "JUROR APPRECIATION WEEK".**

Mayor Evans introduced and read a proposed Proclamation for Juror Appreciation Week that was promoted by the "East Texans Against Law Suit Abuse".

The wording of the Proclamation was as follows:

**Whereas**, East Texans Against Lawsuit Abuse, one of the early founders of the Citizens Against Lawsuit Abuse movement, is committed to helping stop abusive lawsuits and restore fairness and personal responsibility to our courts, and

**Whereas**, juries are critical to the inner working of our civil justice system, and

**Whereas**, jury duty is needed if individuals as well as businesses are to receive a fair trial and have it heard by a jury of their peers, and

**Whereas**, this vital and patriotic responsibility needs to be noted and appreciated,

**Now therefore**, I C. R. Evans, as Mayor and on behalf of the City Council of the City of Overton, Texas do hereby proclaim June 29<sup>th</sup> –July 6<sup>th</sup>, 2014 as

**"Juror Appreciation Week"** in Overton, Texas

Witness my hand and seal of office this 5<sup>th</sup> day of June, 2014.

**Councilman Posey made a motion to approve the Proclamation as submitted. Councilman Clark seconded the motion. The motion carried 3-0, Mayor Pro-Tem Welch and Councilman Beets absent.**

**4. HEAR AND/OR CONSIDER ACTION ON SETTING THE BUDGET CALENDAR FOR THE FISCAL YEAR 2014-15 ANNUAL OPERATING BUDGET.**

City Manager Charles Cunningham presented a proposed calendar that specified the dates of Council meetings that would need to be conducted to consider and approve the Fiscal Year 2014-15 Annual Operating Budget for the City of Overton.

**Councilman Posey made a motion to approve the Budget Calendar as presented. Councilman Clark seconded the motion. The motion carried 3-0, Mayor Pro-Tem Welch and Councilman Beets absent.**

**5. HEAR AND/OR CONSIDER ACTION ON RECOMMENDATION TO APPROVE CORPORATE AUTHORIZATION RESOLUTION 60-05-14**

**THAT UPDATES THE AUTHORIZED LIST OF SIGNERS ON ALL ACCOUNTS AT TEXAS BANK AND TRUST, TO INCLUDE MAYOR C.R. EVANS, MAYOR PRO TEM JOHN WELCH, CITY MANAGER CHARLES CUNNINGHAM, CITY SECRETARY RACHÉL GAFFORD AND DIRECTOR OF FINANCE PAM RANEY.**

City Manager Charles Cunningham introduced Corporate Authorization Resolution 06-05-14 for consideration by the City Council. The Resolution authorizes new signers on the city's depository bank accounts and removes the authorization of two individuals that are no longer employees of the City.

**Councilman Cox made a motion to authorize the list of signers on all City accounts at Texas Bank and Trust, to include Mayor C.R. Evans, Mayor Pro-Tem John Welch, City Manager Charles Cunningham, City Secretary Rachél Gafford and Director of Finance Pam Raney and further directed that Joe Cantu and Deana McCasland be removed from the list of Public Officials that are granted the powers as shown in Resolution 06-05-14. Councilman Posey seconded the motion. The motion carried 3-0, Mayor Pro-Tem Welch and Councilman Beets absent.**

**6. HEAR AND/OR CONSIDER ACTION ON RECOMMENDATION TO APPROVE ISSUANCE OF CREDIT CARDS FOR CITY MANAGER CHARLES CUNNINGHAM, CITY SECRETARY RACHÉL GAFFORD, and DIRECTOR OF FINANCE PAM RANEY AND POLICE CHIEF CLYDE CARTER WITH A LIMIT OF \$2,000.00 PER MONTH.**

City Manager Charles Cunningham introduced a proposal for consideration by the City Council that would authorize staff to apply for bank credit cards to be used for payment of certain invoices, travel expenses and other recurring bills. Councilman John Posey requested clarification on how the cards would be used and what control mechanisms would be in place to prevent unauthorized use of the cards.

City Manager Cunningham explained that the cards would not be carried by the individuals whose name appeared on the card but would be handed out after a Credit Card Authorization form had been completed and signed off on by the City Manager or City Secretary. The cards would also be used for travel expenses for pre-authorized uses by employees or the City Council if they so choose to use them.

**Councilman Cox made a motion to authorize the application for three bank credit cards in the names of City Manager Charles Cunningham, City Secretary Rachél Gafford, and Police Chief Clyde Carter with a limit of \$2,000.00 per month. Councilman Posey seconded the motion. The motion carried 3-0, Mayor Pro-Tem Welch and Councilman Beets absent.**

**7. HEAR AND/OR CONSIDER ACTION ON OPPORTUNITIES FOR CITY COUNCIL MEMBER TRAINING FOR NEW COUNCIL MEMBERS SPONSORED BY THE TEXAS MUNICIPAL LEAGUE.**

Mayor Evans introduced and reviewed the opportunities for training for Council Members that are being offered by the Texas Municipal League in Bastrop and Irving, Texas during the next two months.

Jerry Clark volunteered to attend the training in Bastrop, Texas on July 24-25. Philip Cox and John Posey volunteered to attend the training sessions being offered in Irving, Texas on August 15-16. Councilmen Pat Beets, Mayor Pro tem John Welch were given the opportunity to attend either of the meetings also by simply contacting the City Secretary and informing her of the time and location of the sessions they would like to attend.

**8. HEAR AND/OR CONSIDER ACTION ON ORDINANCE 2014-06-05-A THAT ESTABLISHES A RECORDS MANAGEMENT POLICY AND NAMES A RECORDS MANAGEMENT OFFICER FOR THE CITY OF OVERTON.**

City Mgr. Cunningham offered for consideration, Ordinance 2014-06-05-A that that establishes a Records Management Policy and Names a Records Management Officer for the City of Overton.

**Councilman Cox made a motion to adopt Ordinance 2014-06-05-A and name City Secretary, Rachel Gafford as the Records Management Officer for the City of Overton. Councilman Posey seconded the motion. The motion carried 3-0, Mayor Pro-Tem Welch and Councilman Beets absent.**

**9. HEAR AND/OR CONSIDER ACTION ON THE NEED FOR RESOLUTIONS TO ESTABLISH OR RE-ESTABLISH THE PLANNING AND ZONING COMMISSION; ZONING BOARD OF ADJUSTMENTS; OVERTON ECONOMIC DEVELOPMENT COMMISSION AND THE OVERTON MUNICIPAL DEVELOPMENT DISTRICT.**

In a follow-up to comments made in the City Manager's Report, City Manager Cunningham explained the need for reviewing existing documents that established various Boards and Commissions for the City of Overton, identifying and documenting the terms of each member and finding replacements for any vacancies that may exist.

**Councilman Cox made a motion to direct staff to begin to review the status of each Board or Commission, determine the current members serving on each Board and follow-up with recommendations for Ordinances or Resolutions that more tightly define the scope of responsibilities of each of the organizations, establish the number of members that should be serving on each board as well as their tenure, and defines procedures to be followed in actions taken by the**

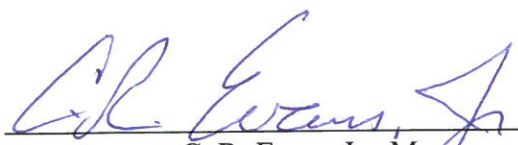
**organization. Councilman Clark seconded the motion. The motion carried 3-0, Mayor Pro-Tem Welch and Councilman Beets absent.**

**ITEM VI: ADJOURNMENT**

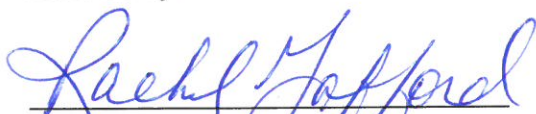
**Councilman Cox made a motion that the meeting be adjourned. Councilman Jerry Clark seconded the motion. The motion carried 3-0, Mayor Pro-Tem Welch and Councilman Beets absent.**

With no further business, the meeting was adjourned at 8:03 P. M.

Minutes approved and submitted and/or corrected this 19<sup>th</sup> day of June 2014.

  
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C. R. Evans Jr., Mayor

Attested by:

  
\_\_\_\_\_  
Rachél Gafford, City Secretary