

Overton Economic Development Corporation

PO Box 6

Overton, TX 75684

903-834-3542

October 20, 2015

Minutes

STATE OF TEXAS

COUNTIES OF RUSK & SMITH

CITY OF OVERTON

MINUTES FROM THE CALLED MEETING OF THE OVERTON ECONOMIC DEVELOPMENT CORPORATION HELD ON OCTOBER 20, 2015, AT 5:30 PM IN THE CHAMBER OFFICE, 121 E. HENDERSON STREET, OVERTON, TEXAS.

The following were present:

President

Philip Cox, President  
Jim Hamblen, Vice President/Treasurer  
Charles Long  
Todd Meadows - Absent  
Matthew Prosser - Absent  
Jeannie Barber

Others in attendance were Overton Mayor, C.R. Evans, Overton City Manager, Charles Cunningham, Overton City Secretary, Rachel Gafford, Robert Haberle, Schaumberg & Polk, Inc., Jeremy Buechter, Schaumberg & Polk, Inc., and Paul Everett.

**AGENDA ITEM # I** – President Cox called the meeting to order at 5:30 PM.

**AGENDA ITEM # II** – Overton Mayor, C.R. Evans administered the Statement of Elected/Appointed Officers and the Oath of Office to Jim Hamblen.

~~The Board reviewed the Minutes from August 18, 2015. Todd Meadows made a motion to approve and Jim Hamblen seconded. Motion carried 4-0. Board Member Matthew Prosser was absent.~~

**AGENDA ITEM # III** – The Board reviewed the Minutes from September 1, 2015. Charles Long made a motion to approve and Jim Hamblen seconded. Motion carried 3-0. Board Member Matthew Prosser and Todd Meadows were absent.

**AGENDA ITEM # IV** – City Manager Charles Cunningham did not have any financial statements prepared for handout.

**AGENDA ITEM # V – Old Business:**

1. Schaumburg & Polk, Inc. representatives, Jeremy Buechter and Robert Haberle were introduced to the Board. Mr. Buechter discussed the progress of design work for improvement to the Chlorine Contact Pond project with upgrades and maintenance procedures in order to stay in compliance. He presented the contract with specifications and asked the Board’s permission to move forward through the conventional process of taking public bids. At a later date, they will bring the Board their findings and recommendations. If so deemed, the Board may want to schedule a Special Called Meeting. Charles Long made a motion of approval to proceed and Jim Hamblen seconded. Motion carried 3-0. Board Member Matthew Prosser and Todd Meadows were absent.

2. City Manager, Charles Long addressed the original invoice received from Schaumburg & Polk for services rendered to-date. Charles Long made a motion to approve payment and Jim Hamblen seconded. Motion carried 3-0. Board Member Matthew Prosser and Todd Meadows were absent.

**AGENDA ITEM # VI – New Business:**

1. Charles Cunningham asked that the Board renew the Agreement between the City and OEDC (Resolution No. 2015-09-17B) regarding administrative and financial support services to the OEDC. **This Agreement will be viable until September 30, 2016.** Jim Hamblen made a motion to approve and Charles Long seconded. Motion carried 3-0. Board Member Matthew Prosser and Todd Meadows were absent.

**AGENDA ITEM # VII** – Jim Hamblen made a motion to adjourn and Charles Long seconded. Motion carried 3-0. Board Member Matthew Prosser and Todd Meadows were absent.

The Minutes were approved as submitted and/or corrected this 19<sup>th</sup> day of November 2015.

ATTEST:

  
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PRESIDENT

  
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SECRETARY