

REGULAR CALLED CITY COUNCIL MEETING
May 15, 2014

MINUTES OF THE REGULAR CALLED MEETING OF THE CITY COUNCIL OF THE CITY OF OVERTON, TEXAS THAT WAS HELD ON May 15, 2014 AT 7:00 PM IN THE COUNCIL CHAMBER, CITY HALL, 1200 SOUTH COMMERCE, OVERTON, TEXAS.

PRESENT:

C. R. Evans Jr., Mayor
John Ed Welch, Mayor Pro-Tem
Jimmy Jennings
John Posey
Philip Cox
Pat Beets

ABSENT:

Also in attendance were Charles Cunningham, City Manager, Rachél Gafford, City Secretary, Pam Raney, Finance Director and Clyde Carter representing staff. Jerry Clark, Councilman Elect, Joe Jones, representing Kilgore News Herald, Sandra Evans, Ray Clark, Angela Clark and William Lewansowski representing the public.

ITEM I: Mayor Evans called the meeting to order at 7:00 P.M.

ITEM II: Invocation given by Councilman Beets.

ITEM III: Pledge of Allegiance lead by Councilman Posey

ITEM IV: Citizens Comments - none

ITEM V: Review Minutes of the May 8, 2014 Special Called City Council Meeting.

Mayor Evans stated that the May 8, 2014 Minutes stand approved with no corrections.

ITEM VI: Review Management Reports

Mayor Evans stated that he wanted to call attention to page 18 of the Finance report. A bank charge was charged to the account in error which caused the bank reconciliation not to balance. The bank has reversed the charge and the City will be receiving credit.

Mayor Pro-Tem Welch asked Finance Director Raney to explain the \$8,000 payment made to Baker Corporation.

Finance Director Raney responded that the payment was for a pump equipment repairs for the prison.

Councilman Beets asked Finance Director Raney to explain the \$5,000 payment to Underground.

Finance Director Raney responded that the payment was for water and sewer materials.

Mayor Evans stated that the current revenues vs. expenses are very misleading as there are several expenses that have been incurred that are not reflected against the current year to date revenues.

City Manager Cunningham stated that we have had some issues with staff and vendors not submitting invoices for payment in a timely manner. He plans to implement stricter controls with staff and vendors to turn over the invoices and payments more quickly. The budget will then reflect a more accurate position for the City Council to review

ITEM VII: Canvass of the Election Results from the Many 10th General Election.

City Secretary Gafford presented the following vote tally from the General Election.

**CITY OF OVERTON
ELECTION RESULTS
GENERAL ELECTION HELD ON MAY 10, 2014**

Place on Ballot	Early Voting Votes Received	Election Day Votes Received	Total Votes Received
<u>PLACE #1</u>			
Philip Cox	9	37	46
<u>PLACE #3</u>			
Jimmy Jennings	3	16	19
Jerry Clark	9	25	34
<u>PLACE #5</u>			
Pat Beets	7	23	30
Matthew Prosser	5	18	23
Total Voters as indicated by poll list:	11	42	53

Councilman Cox made a motion to accept the canvas of the votes from the May 10, 2014 election as presented. Councilman Jennings seconded the motion. Motion carried 5-0.

ITEM VIII: Mayor Evans stated that the Election Law requires the Oath of Office to be administered after the fifth (5th) day following the election (not including Sunday); therefore the Oath of Office would need to be scheduled for a Special Called Meeting on one day the week of May 19th through May 23rd. However, Mayor Evans stated that issuing of the Election Certificates is supposed to happen immediately following approval of the canvassing of the votes. Mayor Evans issued the Certificates of the Election to the following:

- **Philip Cox – Place #1**
- **Jerry Clark – Place # 3**
- **Pat Beets – Place #5**

After a brief discussing, the Council requested staff to schedule a Special Called Meeting for Monday, May 19, 2014 to administer the Oath of Office to the above listed elected officials.

ITEM IX: Discuss and take possible action on appointing a new member to a vacancy on the Overton Planning and Zoning commission for a three-year term.

City Manager Cunningham stated that Mayor Evans had resigned from the Planning and Zoning Commission, since there was the potential for a conflict of interest, if he served on a board that made recommendations to the City Council. If he served on both he may make a decision on the Council based on recommendations he was also involved in making.

Mayor Evans stated that he had made contact with Dudley Hickman to see if he would be interested in serving on the Planning and Zoning Commission.

City Secretary Gafford stated that Mr. Hickman had submitted his application for the Planning and Zoning Commission on May 15th, 2014.

Councilman Beets nominated applicant Dudley Hickman to fill the vacant spot on the Planning and Zoning commission.

Councilman Beets made a motion to appoint Dudley Hickman to the Planning and Zoning Commission; Mayor Pro-Tem Welch seconded the motion. Motion carried 5-0.

ITEM X: Discuss and take possible action on adopting an Organizational Chart for the City of Overton that defines the organizational structure of the City by function.

City Manager Cunningham presented the proposed organizational chart to the City Council.

Councilman Cox made a motion that the proposed organizational chart defining the organizational structure and chain of command by function, as presented by City Manager Cunningham, be accepted; Councilman Jennings seconded the motion. Motion carried 5-0.

ITEM XI: Discuss and take possible action on recommendations relative to changes in accrual of Personal Time Off, Vacation and Sick Leave accrual and pay.

After a brief discussion, the Council directed staff to bring two (2) proposals back to the council for review on how to amend the employee benefits plan concerning Personal Time Off (PTO).

ITEM XII: Discuss and take possible action on recommendation to select a qualified IT network and communications contractor to assess the condition of the City's computer systems and make recommendations relative to required improvements.

City Manager Cunningham presented a request to research the cost and to publish a request for qualifications to obtain contract IT services. Contractor is to propose what work is needed to update and streamline City Hall's IT computer network and server. Staff would then present the cost estimates to the Council for review and direction.

Councilman Beets made a motion that the City Manager send out a request for qualifications to repair, manage and update the City of Overton's information technology network. Mayor Pro-Tem Welch seconded the motion. Motion carried 5-0.

ITEM XIII: Discuss and take action on authorizing Resolution 51514, adding Rachél Gafford as signatory to Texas Bank and Trust effective May 16, 2014.

Councilman Beets made a motion that Rachél Gafford, City Secretary, be added as a signatory to the Texas Bank and Trust account for the City of Overton. Councilman Beets seconded the motion. Motion carried 5-0.

ITEM XIV: Transmittal of results of recent election to the Board of Directors of Rusk County Appraisal District.


After a brief discussion, the Council directed staff to remind the Council of the next election for the Rusk County Appraisal District Board so that the City would have an opportunity to nominate members for the Board from the Western portion of the County, and let the appropriate people know that Western Rusk County is not currently represented on the Board.

ITEM XV: Adjournment

Councilman Cox made a motion that the meeting be adjourned. Mayor Pro-Tem Welch seconded the motion. The motion carried 5-0,

With no further business, the meeting was adjourned at 7:54 P. M.

Minutes approved and submitted and/or corrected this 5th day of June 2014.



C. R. Evans Jr., Mayor

Attested by:



Rachel Gafford, City Secretary