

**SPECIAL CALLED CITY COUNCIL MEETING  
MAY 14, 2020**

MINUTES OF THE SPECIAL CALLED VIRTUAL MEETING OF THE CITY COUNCIL OF THE CITY OF OVERTON, TEXAS THAT WAS HELD **MAY 14, 2020 AT 7:00 PM** IN THE COUNCIL CHAMBERS, CITY HALL, 1200 SOUTH COMMERCE, OVERTON, TEXAS.

<b><u>PRESENT:</u></b>	<b><u>POSITION</u></b>	<b><u>ABSENT:</u></b>	<b><u>POSITION</u></b>
C. R. Evans Jr.	Mayor		
John Posey (Mayor Pro-Tem)	2		
	Virtual Attendance		
Trampas Freeman	1		
	Virtual Attendance		
Jerry Clark	3		
Reggie Thompson	4		
Michael Paul Williams	5		

Also, in attendance via GoTo Meeting were Clyde Carter, Interim City Manager / Police Chief, Wendy Bates, City Controller, Sherry Roberts, Finance Director, Gabriel Wallace, Police Captain, and Rachél Gafford, City Secretary representing staff.

**A. CALL TO ORDER - Mayor Evans called the meeting to order at 7:05 p.m.**

1. *Mayor Evans called roll call and all Councilmembers were present virtually or in person.*
2. *Invocation was given by Mayor Evans*
3. *Pledge of Allegiances were led by Councilmember Williams*

**B. MAYORAL PROCLAMATION / RECOGNITION / APPOINTMENTS**

1. Consider, discuss and/or take action to appoint Co-Chairpersons for the 4<sup>th</sup> of July, Fireworks in the Park Committee and staff to update Council regarding the funding and donations of the event.

*Interim City Manager Carter presented a staff report with a recommendation to appoint Philip Cox and Michael Paul Williams as Co-Chairman and the Pyrotechnic Coordinators.*

***Councilmember Thompson made a motion to appoint Philip Cox and Michael Paul Williams as Co-Chairman and the Pyrotechnic Coordinators for 2020 Fireworks in the Park.***

***Councilmember Freeman seconded the motion.***

***Mayor Evans called for discussion, no discussion.***

***Mayor Evans called for a roll call vote and the votes were recorded as follows:***

***Mayor Pro Tem Posey – Yeah, Councilmember Freeman – Yeah, Councilmember Clark – Yeah, Councilmember Thompson – Yeah, Councilmember Williams - Yeah***

***Motion carried 5 – 0.***

**C. PUBLIC FORUM – No one spoke****D. CONSENT AGENDA**

1. City Council to approve minutes from a Regular Called Meeting of the City Council on April 16, 2020.

*Councilmember Williams made a motion to approve Consent Agenda as submitted.*

*Councilmember Thompson seconded the motion.*

*Mayor Evans called for a roll call vote and the votes were recorded as follows:*

*Mayor Pro Tem Posey – Yeah, Councilmember Freeman – Yeah, Councilmember Clark – Yeah, Councilmember Thompson – Yeah, Councilmember Williams - Yeah*

*Motion carried 5 – 0.*

**E. BUSINESS**

1. Discuss and consider action to direct staff in approval of a Part Time Financial Consultant position and setting the maximum compensation amount for said position effective June 20, 2020.

*Interim City Manager Carter and City Controller Bates presented staff report and recommendations.*

*Councilmember Williams made a motion to approve the part time position of a Part Time Financial Consultant with a maximum rate of \$22 per hour for not more than 64 hours per pay period the remainder of FY2020 effective June 20, 2020.*

*Councilmember Clark seconded the motion.*

*Mayor Evans called for discussion, no discussion.*

*Mayor Evans called for a roll call vote and the votes were recorded as follows:*

*Mayor Pro Tem Posey – Yeah, Councilmember Freeman – Yeah, Councilmember Clark – Yeah, Councilmember Thompson – Yeah, Councilmember Williams - Yeah*

*Motion carried 5 – 0.*

2. Discuss and consider action authorizing the buyback of PTO for employee's with dependent medical coverage to offset cost of a catch-up deduction for the third paycheck in May 2020 scheduled for all employees with TML Health and Superior Vision elective coverages.

*Interim City Manager Carter and City Controller Bates presented staff report and recommendations.*

*Councilmember Clark made a motion to authorize the PTO Buyback for employees with dependent medical coverage to allow for these employees to catch up for the current month of billed TML health insurance.*

*Councilmember Williams seconded the motion.*

***Mayor Evans called for a roll call vote and the votes were recorded as follows:***

***Mayor Pro Tem Posey – Yeah, Councilmember Freeman – Yeah, Councilmember Clark – Yeah, Councilmember Thompson – Yeah, Councilmember Williams – Yeah***

***Motion carried 5 – 0.***

3. Discuss update regarding the COVID-19 Pandemic as it relates to the City of Overton and city operations. Possible action by Council to give staff direction for procedural changes:

*Interim City Manager Carter presented staff report and recommendations for the following items and reopening the following city facilities.*

- a. Waiver of any fees related to utility bills.

***Councilmember Freeman made a motion to authorize the waiver of late fees for the month of May 2020.***

***Councilmember Thompson seconded the motion.***

***Mayor Evans called for discussion, no discussion.***

***Mayor Evans called for a roll call vote and the votes were recorded as follows:***

***Mayor Pro Tem Posey – Yeah, Councilmember Freeman – Yeah, Councilmember Clark – Yeah, Councilmember Thompson – Yeah, Councilmember Williams – Yeah***

***Motion carried 5 – 0.***

- b. City Hall / Police Department

***Councilmember Williams made a motion to authorize the reopening of City Hall on May 18, 2020 with the provision of only one person allowed in the lobby of City Hall and Police Department at a time utilizing sanitation and safety precautions as prescribed by the CDC.***

***Mayor Pro Tem Posey seconded the motion.***

***Mayor Evans called for discussion, no discussion.***

***Mayor Evans called for a roll call vote and the votes were recorded as follows:***

***Mayor Pro Tem Posey – Yeah, Councilmember Freeman – Yeah, Councilmember Clark – Yeah, Councilmember Thompson – Yeah, Councilmember Williams – Yeah***

***Motion carried 5 – 0.***

- c. Overton Municipal Park Equipment

***Councilmember Thompson made a motion to authorize the reopening of Overton Municipal Park Equipment on May 18, 2020 after sanitation of the equipment.***

*Councilmember Williams seconded the motion.*

*Mayor Evans called for discussion, no discussion.*

*Mayor Evans called for a roll call vote and the votes were recorded as follows:*

*Mayor Pro Tem Posey – Yeah, Councilmember Freeman – Yeah, Councilmember Clark – Yeah, Councilmember Thompson – Yeah, Councilmember Williams – Yeah*

*Motion carried 5 – 0.*

d. RV Park

*Councilmember Thompson made a motion to authorize the reopening of RV Park on May 18, 2020.*

*Mayor Pro Tem Posey seconded the motion.*

*Mayor Evans called for discussion, no discussion.*

*Mayor Evans called for a roll call vote and the votes were recorded as follows:*

*Mayor Pro Tem Posey – Yeah, Councilmember Freeman – Yeah, Councilmember Clark – Yeah, Councilmember Thompson – Yeah, Councilmember Williams – Yeah*

*Motion carried 5 – 0.*

e. Community Building

*Councilmember Williams made a motion to leave the Community Building closed until Governor Abbott opens public venues.*

*Councilmember Thompson seconded the motion.*

*Mayor Evans called for discussion, no discussion.*

*Mayor Evans called for a roll call vote and the votes were recorded as follows:*

*Mayor Pro Tem Posey – Yeah, Councilmember Freeman – Yeah, Councilmember Clark – Yeah, Councilmember Thompson – Yeah, Councilmember Williams – Yeah*

*Motion carried 5 – 0.*

4. Discuss and act regarding establishing a spending level approval tier for staff and giving staff direction on the future development and implementation of a financial policy.

*City Secretary Gafford presented staff report.*

*Councilmember Thompson made a motion to approve the spending level tiers as presented by staff authorizing the a two approval purchasing policy for emergency and non-budgeted items by the City Manager and the Finance Director for purchases up to \$5,000; a two approval process of the Mayor or Mayor Pro Tem and the City Manager for purchases of \$5,001 to \$10,000 and any purchases in excess of \$10,001 not approved by the budget must be approved by City Council. Further directing staff*

*to proceed with the development of a formal financial policy to be presented to Council for approval at a future meeting.*

*Councilmember Williams seconded the motion.*

*Mayor Evans called for discussion, no discussion.*

*Mayor Evans called for a roll call vote and the votes were recorded as follows:*

*Mayor Pro Tem Posey – Yeah, Councilmember Freeman – Yeah, Councilmember Clark – Yeah, Councilmember Thompson – Yeah, Councilmember Williams – Yeah*

*Motion carried 5 – 0.*

5. Discuss and act regarding an Ordinance to amend Chapter 35 City Officials; City Employees of the City of Overton's Code of Ordinances.

*City Secretary Gafford presented staff report.*

*Councilmember Clark made a motion to approve Ordinance No. 2020.05.14A as submitted.*

*Councilmember Williams seconded the motion.*

*Mayor Evans called for discussion, no discussion.*

*Mayor Evans called for a roll call vote and the votes were recorded as follows:*

*Mayor Pro Tem Posey – Yeah, Councilmember Freeman – Yeah, Councilmember Clark – Yeah, Councilmember Thompson – Yeah, Councilmember Williams – Yeah*

*Motion carried 5 – 0.*

#### **ORDINANCE NO. 2020.05.14A**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF OVERTON, TEXAS, WHICH SHALL REPEAL CHAPTER 35, SECTIONS 35.60, 35.61, 35.62 ND 35.63 IN RELATION TO THE OFFICE OF THE BUILDING INSPECTOR IN THEIR ENTIRETY AND AMENDING AND / OR ADDING SECTIONS 35.10 THROUGH 35.12 OFFICE OF THE CITY SECRETARY; SECTIONS 35.20 THROUGH 35.22 OFFICE OF THE CITY ATTORNEY; 35.30 THROUGH 35.32 OFFICE OF THE CHIEF OF POLICE; SECTIONS 35.40 THROUGH 35.44 OFFICE OF THE CITY MANAGER AND SECTION 35.50 THROUGH 35.55 OFFICE OF THE FINANCE DIRECTOR; CONTAINING SEVERABILITY AND CONFLICT CLAUSES HEREWITH; AND PROVIDING FOR AN EFFECTIVE DATE**

6. Discuss and act regarding an Ordinance to amend Chapter 32 Departments, Boards, and Commissions of the City of Overton's Code of Ordinances.

*Interim City Manager Carter and City Secretary Gafford presented staff report.*

*Councilmember Clark made a motion to approve Ordinance No. 2020.05.14B as submitted.*

*Councilmember Thompson seconded the motion.*

*Mayor Evans called for discussion, no discussion.*

*Mayor Evans called for a roll call vote and the votes were recorded as follows:*

*Mayor Pro Tem Posey – Yeah, Councilmember Freeman – Yeah, Councilmember Clark – Yeah, Councilmember Thompson – Yeah, Councilmember Williams – Yeah*

*Motion carried 5 – 0.*

**ORDINANCE NO. 2020.05.14B**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF OVERTON, TEXAS, WHICH SHALL AMEND SECTION 32.12 RELATING TO BONDING OF POLICE OFFICERS; SECTION 32.22 RELATING TO COMPOSITION OF THE POLICE FORCE; AND SECTION 32.28 RELATING TO THE POWER TO ARREST; CONTAINING SEVERABILITY AND CONFLICT CLAUSES HERewith; AND PROVIDING FOR AN EFFECTIVE DATE**

7. Discuss and act regarding an Ordinance to amend Chapter 93 Towers, Reflectors, Antennas of the City of Overton's Code of Ordinances.

*Interim City Manager Carter and City Secretary Gafford presented staff report.*

*Councilmember Thompson made a motion to approve Ordinance No. 2020.05.14C as submitted.*

*Councilmember Thompson seconded the motion.*

*Mayor Evans called for discussion, no discussion.*

*Mayor Evans called for a roll call vote and the votes were recorded as follows:*

*Mayor Pro Tem Posey – Yeah, Councilmember Freeman – Yeah, Councilmember Clark – Yeah, Councilmember Thompson – Yeah, Councilmember Williams – Yeah*

*Motion carried 5 – 0.*

**ORDINANCE NO. 2020.05.14C**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF OVERTON, TEXAS AMENDING CHAPTER 93 TOWERS, REFLECTORS, ATTENNAS AS PROVIDED HERE WITHIN AMENDING PERMITTED LOCATIONS; PROVIDING CONDITIONS FOR PERMITTED USES AND SPECIAL USES; PROVIDING SEVERABILITY AND CONFLICT CLAUSES; AND PROVIDING FOR PUBLICATION AND AN EFFECTIVE DATE.**

**F. ADJOURNMENT**

*Councilman Clark made a motion to adjourn.*

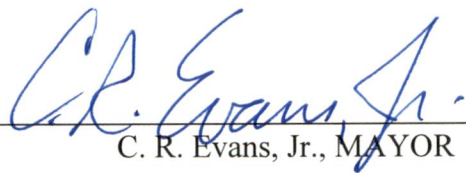
*Councilman Thompson seconded the motion.*

*Motion carried 5 – 0.*

With no further business, the meeting was adjourned at **8:26 p.m.**

Minutes submitted, approved and/or corrected this 21<sup>st</sup> day of May 2020.

CITY OF OVERTON

  
C. R. Evans, Jr., MAYOR

ATTEST:

  
Rachel Gafford, TRMC, CITY SECRETARY



**ORDINANCES:**

1. Ord. No. 2020.05.14A – Amending Chapter 35 of the City of Overton Code of Ordinances
2. Ord. No. 2020.05.14B – Amending Chapter 32 of the City of Overton Code of Ordinances
3. Ord. No. 2020.05.14C – Amending Chapter 93 of the City of Overton Code of Ordinances

**COUNCIL ACTIONS:**

1. CA2020.05.14A – Appointment of Fireworks in the Park Co-Chairpersons.
2. CA2020.05.14B – Authorizing the Part Time Position of Financial Consultant for the remainder of FY2020 effective June 20, 2020.
3. CA2020.05.14C – Authorizing the buyback of PTO for employees with dependent health insurance to catch up on TML Health Insurance billing.
4. CA2020.05.14D - Authorizing the waiver of the late fee for May utility bills.
5. CA2020.05.14E – Authorizing the reopening of City Hall and Police Department lobbies May 18, 2020.

6. CA2020.05.14F - Authorizing the reopening of Overton Municipal Park Equipment May 18, 2020.
7. CA2020.05.14G - Authorizing the reopening of Overton Municipal RV Park May 18, 2020.
8. CA2020.05.14H – Authorizing the reopening of the Overton Community Building only when the Governor opens up assembly type venues.
9. CA2020.05.14I – Authorizing the approval of a staff spending level tiers for a financial policy.