



CITY OF OVERTON

1200 South Commerce Street ★ Overton, TX 75684 ★ 903.834.3171 ★ www.cityofoverton.com

CITY COUNCIL REGULAR MEETING MINUTES APRIL 15, 2021 7:00 p.m.

MINUTES OF THE REGULAR CALLED MEETING OF THE CITY COUNCIL OF THE CITY OF OVERTON, TEXAS THAT WAS HELD APRIL 15, 2021 AT 7:00 PM IN THE COUNCIL CHAMBERS, CITY HALL, 1200 SOUTH COMMERCE, OVERTON, TEXAS.

<u>NAME</u>	<u>POSITION</u>	<u>ATTENDED</u>
C. R. Evans Jr.	Mayor	Y
Josh Hill	1	Y
John Posey (Mayor Pro-Tem)	2	Y
Lane Schurbon	3	Y
Reggie Thompson	4	Y
Michael Paul Williams	5	Y

Staff in attendance were City Manager/Police Chief Clyde Carter, and Finance Director/Interim City Secretary Sherry Roberts. Captain Gabe Wallace, K-9 Officer Parker Sweeney, Officer Jim Hollister.

A. CALL TO ORDER Mayor Evans called the meeting to order at 7:01 p.m.

1. Invocation was led by Mayor Pro-tem Posey.
2. Pledges of Allegiance were led by Mayor Pro-tem Posey.

Mayor Evans introduced the City's new K-9 Officer, Parker Sweeney.

B. PUBLIC FORUM

Robbie Carnes, 512 Kingsway, spoke regarding the drug use during lunch breaks by City employees. wants to know the drug use during lunch by city employees.

She stated she had heard that there was a possibility of Councilmember Schurbon resigning due to relocation. She has requested information regarding the process for his replacement and has not received a reply.

She stated she wanted to address the Mayor, City Councilmembers, and City Manager. If you are tired and don't want your position anymore, please resign. There are others that would like to be appointed to your place.

Mayor Evans explained to Ms. Carnes that has not been aware of anyone using drugs during lunch breaks. He explained that random drug tests can only be performed on positions that are safety sensitive and not office staff. Ms. Carnes replied that this would not be random tests. It would not be random when employees go places where they smell like marijuana.

C. CONSENT AGENDA

1. Act on the approval of the minutes from the January 12, 2021 Special Called Council Meeting between the City Council and the Rusk County Emergency Service District.
2. Act on the approval of the minutes from the February 23, 2021 Special Called Council Meeting.



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3. Act on the approval of the minutes from the March 11, 2021 Special Called Council Meeting.
4. Act on the approval of the minutes from the March 15, 2021 Special Called Council Meeting.
5. Act on the approval of Shannon Arrington to the Overton Economic Development Corporation Board.
6. Consider and/or approve Resolution 2021.04.15B regarding an extension of the Disaster Declaration issued by Mayor Evans on February 19, 2021.
7. Consider and/or approve Resolution 2021.04.15C denying the distribution cost recovery factor rate request of ONCOR Electric Delivery Company, LLC made on or about April 8, 2021.

Motion to approve made by Mayor Pro-tem Posey, seconded by Councilmember Williams. Carried 4-0

D. REQUESTS OF COUNCIL

1. Request from Adrian Brunson for a water deposit refund (full or partial).

After some discussion, no action was taken on this item.

E. BUSINESS

1. Presentation of Emergency Management Services monthly reports.
 - a. Christus EMS report (February & March)
 - b. Overton Volunteer Fire Department report (February & March)
2. Consider and/or possibly act on a contract for mowing the park for the months of May through August 2021.

City Manager Carter explained we have always had the prison inmates to help mow; however, because of COVID-19, this will not happen again this year. It will be cheaper to contract this out versus hiring part-time staff.

Mayor Evans stated three bids were received. City Manager Clyde Carter read the bids aloud:

- K. Darden Lawn Care - \$2,500 for a once-a-month mowing
- A&M Lawn Care - \$2,500 for twice a month
- SJ Lawn Service - \$1,250 per mowing

City Manager Carter stated that the park will need to be mowed at least twice per month.

Councilmember Hill asked Mr. Kelvin Darden how often he mows the cemetery. Mr. Darden answered twice a month. Councilmember Hill asked Mr. Darden that if he were to receive the park contract, would it hinder his ability to mow the cemetery. Mr. Darden answered no.

Councilmember Williams asked who mows on the sides of the privacy fence by the golf course. City Manager Carter answered that the City mows both sides of the fence.

Councilmember Thompson stated that he would like to discuss the scope of work so the Council knows what all is included.

Councilmember Thompson made a motion to approve K. Darden Lawn Care for mowing once a month, Councilmember Hill seconded.



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Councilmember Thompson asked Mr. Darden if his bid included picking up trash, moving the barrels, blowing and weedeating, etc. Mr. Darden answered it included everything.

Mayor Pro-tem Posey asked City Manager Carter where is the scope of work that they bid from.

City Manager Carter stated that he met with each individual at the park.

Mayor Pro-tem Posey opined that a defined scope needed to be written so each company knows exactly what they are bidding. This should be rebid so it is apples to apples.

Councilmember Thompson stated that he agrees with Mayor Pro-tem Posey. Councilmember Thompson asked City Manager Carter if he remembers the basis that each company bid from. City Manager Carter answered with the list of areas that are to be mowed. Councilmember Hill asked if this was verbal or is there a list of expectations that they need to be held accountable to. City Manager Carter answered that it was verbal.

Councilmember Thompson stated he believes there should be a bid sheet so it is fair to everyone.

Mayor Pro-tem Posey amended the motion to send it out for bid again with a detailed scope of work, seconded by Councilmember Williams. Carried 4-0.

Motion to approve as stated. Carried 4-0.

3. Act on the approval of Resolution 2021.04.15A regarding the application of CenterPoint Energy to increase rates under the Gas Reliability Infrastructure Program.

Mayor Evans explained how the City goes through this with CenterPoint Energy every time.

Motion to deny made by Councilmember Thompson seconded by Councilmember Williams. Carried 4-0

4. Consider and/or approve Resolution 2021.04.15D approving an agreement with the OEDC for Administrative Services to be provided by City Staff for Fiscal Year 2021.

City Manager Carter explained the OEDC Board will be meeting at City Hall and City staff will provide administrative services for \$1,000 month like it was before.

Motion to approve made by Mayor Pro-tem Posey, seconded by Councilmember Thompson. Carried 4-0

F. FUTURE MEETINGS

1. Present revised upcoming meetings and events schedule.
 - a. OEDC Meeting – April 20, 2021 at 6:00 p.m.
 - b. OMDD Meeting – May 12, 2021 at 6:00 p.m.

Mayor Evans stated that the next scheduled City Council meeting is May 20, 2021. for next Council meeting.

2. Mayor to receive request, if any, for leave of absence from any Council Member for future meetings.

None.

G. CITY ADMINISTRATION'S MONTHLY REPORTS

City Council to hear and/or act if necessary, on the following items:



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1. Administration Monthly Reports
 - a. City Manager's Report
 - City Manager Carter pointed out that the Mayor has set an ad hoc committee for the narrowing of Police Chief candidates. The committee will include Rusk County Sheriff Johnwayne Valdez, Housing Authority Director Don Eaves, and Overton ISD School Resource Officer Jerry Thorton.
 - He informed the Council that the City should receive approximately \$550,000 from the American Rescue Act for infrastructure improvements.
 - b. Police Department Report
 - c. Code Compliance/Enforcement Report
 - d. Municipal Cemetery Report
 - e. Public Works Department Report
2. Finance Monthly Reports
 - a. Finance Director's Report – April 2021
 - b. Income Statement – February and March 2021
 - c. Expense Approval Report – February and March 2021
 - d. Monthly Bank Statement – February and March 2021

Finance Director Sherry Roberts informed the Council that all FY 15/16 adjusting entries have been sent to the auditor. She also informed the Council that Wendy Bates has given her resignation but will get us through the July 4th Fireworks event.

Councilmember Hill asked how the audits were going. Finance Director Sherry Roberts explained that the auditor has the FY 15/16 data now and the ball is in their court. She does not see the auditors presenting in May, but hopefully June. The external bookkeeper has everything he needs to physically recreate the year. This is the last year that he will recreate the entire year by bank statements.

Councilmember Thompson asked what the turn-around time is for the audits. From the beginning to when the auditor comes and presents it, like a year, etc. Finance Director Sherry Roberts answered that this time it has been a year because of everything staff has gone through. We had the former city secretary's death, and COVID issues, and other things. It has just been a real abnormal year. She stated that she has things lined out in her office from taking over the city secretary and human resource duties. Hopefully, things will move along a lot faster. She stated that she hopes Ms. Bates will come back on a PRN basis to help with the audits.

Councilmember Williams asked how far we have to be caught up with our audits before receiving grants. Finance Director Sherry Roberts answered at least the past year or two and depends on the granting agency.

Councilmember Thompson asked if there is a plan in place to increase the year duration of completing an audit. Finance Director Sherry Roberts answered no. She asked them to take into consideration all the duties and interruptions that she has, including the issue between Councilmembers last month. She stated she spent a considerable amount of time between attorneys and Councilmembers which kept her from completing the adjusting entries in a timely manner. City Manager Carter stated that staff will get with the auditor and see what his projection is in regards to how many audits can be completed in a year. Councilmember Thompson stated that one audit per year will not get the City caught up and if there needs to be additional help, adjustments need to be made. Finance Director Sherry Roberts agreed but stated the City cannot afford to bring on additional staff at the current time because the City also needs another police officer.

Councilmember Hill stated he wanted to share that this is dispatcher appreciation week. He wanted to recognize them because of the amount of chaos dispatchers endure on a daily basis.

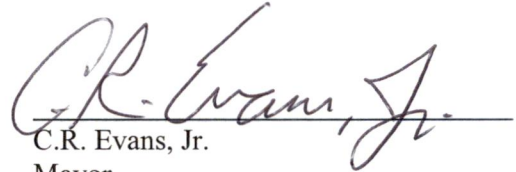
H. ADJOURNMENT




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Motion to adjourn at 7:43 p.m. made by Councilmember Williams, seconded by Councilmember Hill. Carried 4-0.


C.R. Evans, Jr.
Mayor

ATTEST:


Sherry Roberts, TRMC
Interim City Secretary

