



City Council Agenda

JUNE 15, 2023 (6:30 p.m.)

BUDGET WORKSHOP

Overton City Council Chambers, 1200 S. Commerce Street, Overton, TX 75684

Present

Shane West, Connie Chasteen, Lisa Hemus, Curtis Gilbert, David Stone, April Littlefield, Michael Paul Williams, Bryan Pool, Sharon Stuart, Katherine McCandless, and Mickey Hamilton.

A. Called to Order @ 6:38 PM

B. WORKSHOP

1. Discussion regarding the FY 2022-2023/2024 Municipal Budget
Connie Chasteen, Finance, presented the budget figures.

Adjourned Workshop at 6:59 pm.

June 15, 2023 (7:00 p.m.)

REGULAR COUNCIL MEETING

Overton City Council Chambers, 1200 S. Commerce Street, Overton, Texas 75684

All Members Present

Curtis Gilbert – Mayor
David Stone
Chris Hall
April Littlefield
Raymond (Tuck) Moon
Michael Paul Williams

Members Absent

Other staff present: City Manager Shane West, City Attorney Blake Armstrong, Police Chief Bryan Pool, Connie Chasteen, Sharon Stuart, Katherine McCandless, Mickey Hamilton, Officer McDonald, and Officer Bennett.

I. Called to Order @ 7:02 pm by Mayor Gilbert

A. Invocation by Councilman Stone

B. Pledges of Allegiance by Mayor Gilbert

II. Presentations and Proclamations:

- 1. Presentation of a check to the City of Overton from Gene Keenon with Republic Services

III. Public Forum -

Alesia Anderson with Yummy Yoni Spa introduced herself and her business.

IV. Consent Agenda

- A. Consider approval of the following minutes: May 30, 2023.

Motion to approve minutes by Councilman Hall; 2nd by Councilman Williams; Passed 5/0

V. Public Hearings:

COMMUNITY DEVELOPMENT CASES

Council seated as the Zoning Board of Adjustment at 7:08 pm

PUBLIC HEARING ITEM(S):

• OPEN PUBLIC HEARING

The City of Overton City Council seated as the Zoning Board of Adjustment will hold a public hearing on June 15, 2023, at 7:00 pm at the City Hall Council Chambers located at 1200 South Commerce Street, Overton, Texas, for the consideration of Juan Gonzalez’s request for a Replat of Parcel ID 75193 to the City of Overton Zoning Ordinance Regulation. Specifically, the applicant is seeking a Replat in a Single-Family Residential Zoning District (SF) within the boundaries of North Commerce Street, Elm Street, North Rusk Street, and Crews Street. The replat proposal is to take one (1) lot and split it in to sixteen (16) lots. The subject property is a 3.56 acre tract of land legally described as PT LT 3 BLK 22 ORIGINAL AB 557 J T MCDANIEL SUR AB 859 O WATERS SUR FROM GEO 3600-1170, in Rusk County Appraisal District, Rusk County, Texas.

- a. Applicant presentation by Juna Gonzalez
- b. Public comments – two opposed letters received, but no one spoke at meeting.
- c. Council Action

• CLOSE PUBLIC HEARING

Council reseated as the City Council at 7:16 pm

VI. Statutory Agenda Items:

A. Business

1. Discuss and/or act on the Planning and Zoning Board's recommendation for a replat of the 3.56 acre tract of land legally described as PT LT 3 BLK 22 ORIGINAL AB 557 J T MCDANIEL SUR AB 859 O WATERS SUR FROM GEO 3600-1170, in Rusk County, Texas.

Motion to approve the replat by Councilman Hall; 2nd by Councilwoman Littlefield; Passed 5/0.

2. Consider And Act On The Recommendation by Engineering Design Solutions LLC to award the American Rescue Plan (ARP) Water Well No.5-Ground Storage Tank Rehabilitation Project contract to East Texas Industrial in the amount of \$66,700.

Motion to approve by Councilman Stone; 2nd by Councilman Hall; Passed 5/0.

3. Consider and Act For the City's ARPA management, Grantworks is currently contracted (Contract No.ARP-TX-21-177) for the first half of the funds. If the City is agreeable, we could offer a change order for \$10,000 to manage the entire grant. New Total \$29,900.

Motion to approve by Councilman Williams; 2nd by Councilwoman Littlefield; Passed 5/0.

4. Consider and Act to approve the emergency purchase of 1 Kubota KX057-5R1A mini excavator for approximately \$75,000 to be purchased with ARPA funds.

Motion to approve by Councilman Williams; 2nd by Councilman Hall; Passed 5/0.

5. Consideration and action to approve the Elevated Storage Tank Rehab Project Proposal for Professional Services with Engineering Design Solutions LLC in the amount not to exceed \$18,710.

Motion to approve by Councilman Williams; 2nd by Councilman Stone; Passed 5/0.

6. Discuss and take action on OMDD's recommendation for Trash Compactor on Billy Moore sewer lift station in the amount of \$16,363.00.

Motion to approve funds for the trash compactor/auger by Councilman Stone; 2nd by Councilman Williams; Passed 5/0.

7. Discuss and take action on OMDD's recommendation to replace 2 inch water line and repair road (patch) on Mercer Street. Local Government Code 12 Section 505.154(2) projects related to water supply facilities and water conservation programs.

Motion to approve the replacement and repair by Councilman Williams; 2nd by Councilman Hall; Passed 5/0.

8. Approve an Ordinance 2023.06.15A ordering a General and Special Election for the election to be held on November 7, 2023.

Motion to approve by Councilman Williams; 2nd by Councilman Stone; Passed 5/0.

9. Consider and approve a Resolution 2023.06.15B authorizing the Mayor to sign a Contract with Rusk County Elections for the November 7, 2023, General and Special Election.

Motion to approve by Councilman Williams/ 2nd by Councilman Hall; Passed 5/0.

10. Consider and approve a Resolution 2023.06.15C authorizing the Mayor to sign a Contract with Smith County Elections for the November 7, 2023, General and Special Election.

Motion to approve by Councilman Stone; 2nd by Councilman Williams; Passed 5/0.

11. Consider and/or approve action regarding a single Notice of Election posting in the newspapers (Tyler & Henderson) that would split the costs.

Motion to approve by Councilman Williams; 2nd by Councilman Moon; Passed 5/0.

12. Discuss and take action Council approval to add Montz Cary to the Overton Municipal Development District (OMDD) Board.

Motion to approve Mr. Cary to the OMDD by Councilman Stone; 2nd by Councilman Hall; Passed 5/0.

13. Discuss and take action on Utility Billing Proposal concerning water bills that would reduce expenses associated with postage, printing, and other administrative costs, maintain a balanced budget, cover

operational costs, invest in ongoing improvements of our water infrastructure, save customers time, and provide less human error and paperwork.

- a. Have customers absorb 3.5% surcharges on credit card and debit card processing transactions. Customers would still be able to pay their bills via check or cash without paying this surcharge.
- b. Have customers pay 10% rate on late fees instead of \$10 flat fee.
- c. Eliminate mailing of late water bills.
- d. Transition from paper-based billing to email billing and auto-draft in order to help preserve natural resources and reduce the environmental impact associated with paper production and disposal, and leading to a more efficient billing system.
- e. Increase the water cut-off fee from \$25.00 to \$30.00.
- f. Place a QR code on the back of water bill.

Motion to postpone table the question until the next meeting made by Councilman Williams; 2nd by Councilman Hall; Passed 5/0.

B. Request for Excused Absence:

1. Mayor to receive request, if any, for leave of absence from any Council Member for future meetings.
2. The next scheduled Regular Meeting is July 20, 2023.

VII. City Administration's Monthly Reports

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

- A. Administration Monthly Reports
 1. City Manager's Report
 - a. Upcoming Projects/Update on future administration building.
 2. Police Department Report – introduced Officers McDonald and Bennett.
 3. Public Works Department Report
 4. Christus EMS report
 5. Overton Volunteer Fire Department Report
 6. Municipal Court Report
- B. Finance Monthly Reports

1. Income Statement
2. Expense Approval Report
3. Monthly Bank Statement
4. Sales Tax Report

VIII. Convened To Executive Session at 7:56 pm.

A. Interim City Secretary/Finance – Connie Chasteen

IX. Reconvened to Regular Session at 8:02 pm.

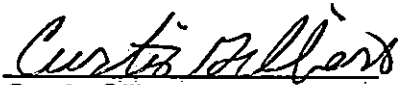
1. Discuss and take action on Connie Chasteen.

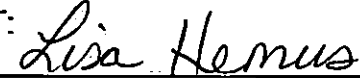
Motion to remove "Interim City Secretary" made by Councilwoman Littlefield; 2nd by Councilman Moon; Passed 5/0.

X. Adjournment

Motion to adjourn made by Councilman Hall; 2nd by Councilman Moon; Passed 5/0.

Adjourned at 8:04 pm.


Curtis Gilbert
Mayor

ATTEST: 
Lisa Hemus
Interim City Secretary

