



City Council Special Called Meeting Minutes

Council Meeting at 6:30 p.m.

October 04, 2023

111 West North Street, Overton, Texas 75684

City Hall Council Chamber

Members Present

Mayor Curtis Gilbert
City Manager Shane West
Interim City Secretary Katherine McCandless
Michael Paul Williams
April Littlefield
Raymond "Tuck" Moon
Chris Hall

Members Absent

David Stone

I. Call to Order 6:33 pm

II. Invocation April Littlefield

III. Pledge of Allegiance Michael Paul Williams

U.S. flag

Texas flag ("Honor the Texas flag. I pledge allegiance to thee, Texas, one state under God, one and indivisible")

IV. Public Forum - Each individual will be allowed three (3) minutes.

Anyone wishing to speak on a posted agenda item must complete a speaker card with his/her name and address and must identify the agenda item number for which he/she would like to speak. A speaker card must be presented to Katherine McCandless, Municipal Clerk, prior to the meeting so that the speaker may be recognized by the Chair at the appropriate time. Speakers will each be allowed a three (3) minute time period to provide comments regarding the posted agenda items for which the request to speak was submitted and may speak before or during the Council's consideration of the agenda item.

Please be advised that by law, City Council may not respond to any comments or questions asked of them by a speaker for items not listed on the agenda. Any response by a member of City Council or staff is limited by Texas law to a statement of specific factual information, a recitation of existing policy, or a proposal to place the subject on the agenda for a future City Council Meeting.

V. Consent Agenda No one to speak

(NOTE: The Consent Agenda includes non-controversial and routine items that the Council may act on with one single vote. If the Council wishes, they may pull any item from the Consent Agenda to discuss and act upon individually.)

- A. Consider approval of the following: September 22, 2023 City Council Meeting minutes and the September 13, 2023 Planning and Zoning Meeting minutes:
Michael Paul Williams motion to approve minutes, Tuck Moon 2nd – Motion passed 4/0

- VI. Convene to Executive Session;** Pursuant to Texas Government Code 551.07 the council will convene in executive session to discuss City Secretary and Finance Clerk applications, also discuss City Manager.
6:36 pm

Reconvene to City Council Meeting: *8:43 pm*

VII. Business

- A. Discuss and/or approve a monthly stipend for Sharon Stuart to fill in as Finance/City Secretary clerk until the positions are filled.
April Littlefield made motion to approve Sharon Stuart 5% increase on hourly wage until the Secretary and Finance positions are filled permanently- Michael Paul Williams 2nd Motion passed 4/0
- B. Discuss and consider to take action to remove Connie Chasteen and Lisa Hemus as signers at Texas Bank and Trust and add Katherine McCandless as an authorized signer at Texas Bank and Trust.
Chris Hall made motion to remove signers Connie and Lisa and add Katherine McCandless, April Littlefield 2nd- Motion passed 4/0
- C. Discuss and consider to appoint a City Secretary.
Michael Paul Williams made motion to appoint Katherine McCandless as Interim City Secretary, April Littlefield 2nd- Motion passed 4/0
- D. Discuss and consider to appoint a Finance Clerk.
No action taken at this time.

VIII. Future Meetings

- A. Present upcoming meeting and events schedule:
1. City Council Regular meeting- October 19, 2023 at 6:30 pm
- B. Mayor to receive request, if any, for leave of absence from any Council Member for future meetings.
David Stone and April Littlefield will be absent

IX. Adjournment *Chris Hall made motion to adjourn Michael Paul Williams 2nd – Dismissed at 8:46 pm*

I, Katherine McCandless, Municipal Clerk of the City of Overton, Texas do hereby certify that notice of the above-named meeting was posted on the City Hall bulletin board of the City of Overton, Texas, a place readily accessible to the public at all times, on September 27, 2023 by 5:00 p.m. and remained continuously posted for at least 72 hours immediately preceding the said meeting and that said notice was posted in accordance with Chapter 551, Texas Government Code.

Katherine McCandless

Katherine McCandless
Municipal Clerk



Curtis Gilbert

Mayor Curtis Gilbert

Note: The City Council for the City of Overton reserves the right to adjourn into Executive Session at any time during the course of this meeting to discuss any of the matters listed above, as authorized by Texas Government Code Sections 551.071 (Consultation with attorney), 551.072 (Deliberations about Real Property), 551.073 (Deliberation About Security Devices), 551.074 (Personnel), and 551.087 (Deliberations regarding Economic Development negotiations).

Persons with disabilities who plan to attend this public meeting and who may need auxiliary aid or services are requested to contact the City of Overton forty-eight (48) hours in advance at 903-834-3171, and reasonable accommodation's will be made for assistance. This facility is wheelchair accessible and accessible parking spaces are available.