



## City Council Meeting Minutes

Council Priority Workshop 6:30 p.m.

Council Meeting at 7:00 p.m.

January 18, 2024

111 West North Street, Overton, Texas 75684

City Hall Council Chamber

Present

Curtis Gilbert  
Michael Paul Williams  
David Stone  
Chris Hall  
Tuck Moon  
Shane West  
Tiffany Beasley  
Katherine McCandless

Absent

April Littlefield

**I. Call to Order 7:03 PM**

**II. Invocation David Stone**

**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.* No one to speak

**V. Presentations:**

- A. Jen Hale presenting a detailed proposal on Insurance coverage through Colonial Life for city employees *Refer to packet handout*
- B. Matthew Hodges presentation of Insurance Coverage for city employees through Aflac *Refer to packet handout*

**VI. Consent Agenda**

**(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: December 14, 2023 minutes: *Michael Paul made a motion to approve the minutes as is 2<sup>nd</sup> by David Stone, motion passed 4/0*

**VII. Convene to Executive Session; 7:48 PM**

- A. Discuss and evaluate Katherine McCandless as the Interim City Secretary Chapter 551.074

**Reconvene to City Council Meeting: 8:31 PM**

**VIII. Public Hearing:**

Council will be seated as the zoning board of adjustment *8:32 PM*

Open Public Hearing

- A. Discuss, consider and/or approve the variance application for Mr. Juan Gonzales at 304 Cottonwood St Overton, TX *Chris Hall made a motion to approve the variance request as is 2<sup>nd</sup> by Tuck Moon, motion passed 4/0*

**CLOSE PUBLIC HEARING**

Council will be reseated as the City Council *8:35 PM*

**IX. Business (Consider and/or Action)**



- A. Discuss, consider and take action as desired approving a stipend of back pay from November 1, 2023 to January 1, 2024 for the public works department employees; Daniel Liggett, Mickey Hamilton, and Adam Mitchell in the amount of \$1500.00 per month per employee; due to the department being short staffed by three employees (which is half of the public works staff) Chris Hall made a motion to approve the stipend 2<sup>nd</sup> by Tuck Moon, motion passed 4/0
- B. Discuss, consider and take action as necessary to approve the continuance of payment to Fred Weiterman in the amount of \$1100 per month as he continues to battle his medical condition David Stone made a motion to continue the monthly salary 2<sup>nd</sup> by Michael Paul, motion passed 4/0
- C. Discuss, consider and take action as desired to modify the City Code Enforcement Officer job qualifications from a required Certified Peace Officer to a civilian who can successfully complete the 40-hour Code Enforcement class and pass the required State test No motion taken at this time
- D. Discuss, consider and approve the City of Overton Police Department's Racial Profiling Report Michael Paul made a motion to approve the report 2<sup>nd</sup> by David Stone, motion passed 4/0
- E. Discuss, consider and approve as desired for OMDD to pay for the Brandon Hill/Cohagen project in the amount of \$40,000 and an additional \$24,000 for the valves to complete the project for a total of \$64,000 Michael Paul made a motion to approve the OMDD purchase 2<sup>nd</sup> by Chris Hall, motion passed 4/0
- F. Discuss, consider and modify the City of Overton Truck Route Code of Ordinance §11.05.001 to allow through traffic of semi-truck/trailer to travel on Commerce Street; on West North Street to Motley (Hwy135) Michael Paul made a motion to modify the Truck Route Ordinance 2<sup>nd</sup> by David Stone, motion passed 4/0
- G. Discuss, consider and approve an amendment of the Chapter 6, Section 6-01 of the City of Overton Personnel Policies and Procedures by defining a day as "the number of hours the employee is scheduled to work on a regular work day." David Stone made a motion to amend the Policy 2<sup>nd</sup> by Michael Paul, motion passes 4/0
- H. Discuss, consider and take action as desired on the Proposal from Jen Hale representing Colonial Life Insurance Michael Paul made a motion to rescind the previous motion to approve the Colonial Life Insurance proposal 2<sup>nd</sup> by Chris Hall, motion passes 4/0

- I. Discuss, consider and take action as desired on the Proposal from Matthew Hodges representing Aflac **NO ACTION AT THIS TIME**
- J. Discuss, consider and take action as desired to remove Kim Cox and Michael Garcia from the Planning & Zoning Board and appoint Kaylynn Raney and Tamela Morgan to fill the vacant positions for the Planning and Zoning Commission **Michael Paul made a motion to approve the item 2<sup>nd</sup> by David Stone, motion passed 4/0**
- K. Discuss and take action on the Interim City Secretary position **Chris Hall made a motion to appoint Katherine McCandless as the City Secretary of Overton with an increased salary of \$2000.00 per year 2<sup>nd</sup> by Michael Paul, motion passed 4/0**

## **X. 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 City Business
  - 2. City Secretary Report
  - 3. Police Department Report
  - 4. City Code Enforcement Report **CE officer resigned; Chief Pool gave report**
  - 5. Public Works Department Report
  - 6. Christus EMS report
  - 7. Overton Volunteer Fire Department Report **Mickey out with the flu**
  - 8. Municipal Court Report
  - 9. Golf Course Report **Sharon out; T.Beasley gave report**
- A. Finance Monthly Reports
  - 1. Income Statement **Questions regarding American Tower payments began?**
  - 2. Expense Approval Report
  - 3. Monthly Bank Statement
  - 4. Sales Tax Report

## **XI. Future Meetings**



A. Present upcoming meeting and events schedule:

1. City Council Regular meeting- February 15, 2024 at 7:00 pm

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

**XII. Adjournment** 9:17 PM Michael Paul made motion to adjourn 2<sup>nd</sup> by Chris Hall, motion passed 4/0

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, by January 15, 2024 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.