

Ransom Canyon City Council Meeting Minutes  
Regular Meeting – Tuesday, August 9, 2011  
Ransom Canyon City Hall, 24 Lee Kitchens Drive

1. Call to Order/Silent Meditation

The meeting was called to order at 6:00 p.m. by Mayor Pro-Tem Donna Clarke. Council members present were John Schmersey, Billy Williams, Jana Trew, and Jack Randorff. Mayor Robert Englund was away on vacation. A moment of silent meditation followed.

2. Minutes of Meeting

The minutes of the Special June 21, 2011 and the Regular July 12, 2011 meetings were approved with a motion made by Jack Randorff, seconded by Jana Trew; motion carried unanimously.

3. The Financials

The financial reports and the July 2011 claims and demands were approved on a motion made by Jack Randorff, seconded by Jana Trew; motion carried unanimously.

4. CH Foundation Grant Agreement

The CH Foundation awarded a \$30,000 grant for the Ransom Canyon Children's Library. A motion to execute the Grant Agreement was made by Jack Randorff, seconded by John Schmersey; motion carried unanimously.

5. Lubbock Emergency Communication District Proposed Budget

No comments were made concerning the Lubbock Emergency Communication District's Proposed Budget.

6. Resolution No. R11-00809, denying Atmos Energy Corporation, West Texas Division's fourth annual Rate Review Mechanism (RRM) filing.

The resolution denying the RRM filing was approved on a motion made by Jack Randorff, seconded by Billy Williams; motion carried unanimously.

7. TML Continuation of Coverage Administrative Agreement for Health Insurance

The Administrative Agreement was approved on a motion made by Jack Randorff, seconded by John Schmersey; motion carried unanimously.

8. TML Section 125 Flexible Spending Account Service Agreement

The Service Agreement was approved on a motion made by Jana Trew, seconded by John Schmersey; motion carried unanimously.

9. New Reserve Officers, Brad Copeland and Bryan Copeland

A motion to approve two new reserve officers, Brad Copeland and Bryan Copeland, was made by Jack Randorff, seconded by John Schmersey; motion carried unanimously. The motion was contingent upon the two officers becoming properly licensed.

10. Tax Assessor/Collector's Report

The Tax Assessor's report was accepted and a proposed 2011 tax rate of .65929 was approved with a motion made by Jack Randorff, seconded by Jana Trew; motion carried unanimously.

Since the 2011 proposed tax rate exceeds the 2011 effective tax rate, a record vote was taken with Donna Clarke, Jack Randorff, Jana Trew, John Schmersey and Billy Williams all voting for the proposed rate. Two public hearings are scheduled for August 30, 2011 and September 12, 2011 at 6 pm at City Hall.

11. Building Review Committee Report

No new activity since the last City Council Meeting.

12. Department Reports

**Administration:** Murvat reported the following:

- ❖ The SPAG annual meeting will be September 7, 2011 at the Texas Tech Club.
- ❖ Ransom Canyon will host the 3<sup>rd</sup> quarterly TML at the Ranch House on September 22, 2011.
- ❖ The Mayor is on vacation and will not return until August 14, 2011.
- ❖ Murvat will be leaving tomorrow for a legislative update in Austin. Part of that update will include information on SB 100, which effects city elections. Murvat will make a presentation to the city council at the next meeting about our options.
- ❖ Bobby Jarvis has offered to, at his expense; to provide the city with a dumpster dedicated for appliances and metals. He will be responsible for processing the metal and will donate all the proceeds to the Ransom Canyon VFD.

**Court Report:** Judge Bellair that there was no court activity.

**Operations:** See Harold's written report.

**Police:** Wayne Rawls reported the following:

- ❖ There was one incident of criminal mischief. Several teenagers toilet papered the park and other personal and public property. It has been cleaned up.
- ❖ Due to the reduced water levels, the lake is closed to high speed traffic.
- ❖ The police have designed a new vacation watch reporting system that is available for resident use on the EOC web-site at ransomcanyoneoc.com. Residents can enter all necessary information for their home to be placed on a vacation watch.

**Fire:** Rand McPherson reported the following:

- ❖ His department has responded to two medical calls, and no fire calls.
- ❖ There is still a county wide burn ban in effect.

- ❖ Representatives of the US Forest Service are in the area trying to predict where the next big fire will be. They predict it will be to the west and north of Lubbock.
- ❖ The fire department will organize a community wide CPR training class to be held sometime after the Labor Day holiday weekend.
- ❖ An AED has been ordered for City Hall. All city employees will be trained how to use it,
- ❖ Rand personally thanked the Shropshire's for performing CPR on a resident that has a heart attack on the front hill.

**Library:** Kim Copeland reported the following:

- ❖ Kim thanked Murvat for writing and obtaining the library grant.
- ❖ Eighty people attended the awards party for the summer reading program which was very successful.
- ❖ The top readers were: Lee Thomas, Kegan Kitchens, and Kaitlin Keinast.
- ❖ The last Library Board meeting was held at the Olive Garden as a thank you to them for all their efforts.

13. POA Report and Citizen Comments:

- ❖ Ranch House and pool managers, Joe and Shawnda Martin, have resigned; the POA board named Ron Bornick as the replacement for the Ranch House manager position. They are looking to hire someone to manage the pool for next year.
- ❖ Several citizens commented that they think the new Citizen's Collection Station is a wonderful idea.

14. Recess

The city council recessed for 15 minutes before returning for a budget work session. The city council returned from recess at 7:28 pm.

15. Budget Work Session #2

- ❖ A motion to reallocate money in the current 2010-2011 budget for the purchase of a new pick- up truck for the Operations Department was made by John Schmersey, seconded by Jack Randorff; motion carried unanimously.
- ❖ John Schmersey requested \$6,467 be added to the budget for Christmas decorations.
- ❖ Donna Clarke questioned the amount of mileage reimbursement for the Library. She felt the amount was too high and requested the Murvat adjust it from \$2,000 to \$1,200. During the discussion of mileage and when and how much the Librarian was driving around, the question of how the Librarian position gets paid was discussed. Murvat explained that the library is open 10 hours per week. In addition to those hours, the Librarian is responsible for several programs, including the Summer Reading Program, which during that period requires her to work many more hours, but since she does not maintain a timesheet, we are unable to provide an exact number of hours worked during that period. This is why a previous city council agreed to compensate her in the current way which is she gets paid a flat salary of slightly more than \$15,000, paid to her in equal installments throughout the year (24 payments because we have 24 pay periods). She does not maintain a timesheet. Donna Clarke commented that the way she is paid is in violation of the Fair Labor Standards Act (FLSA). There was much discussion on the matter and the council directed Murvat to fix the way the Librarian is compensated so that it is in compliance with FLSA. The options discussed were:
  - classify the job as part-time, maintain a time sheet and pay accordingly

- merge the Administration position and the Librarian position to create a full-time job and pay accordingly
  - make the position a contract labor position, with a written agreement
- Murvat will be working with Kim to come up with a proposal to the city council.

16. Adjourn

- ❖ A motion to adjourn the meeting at 9:10 p.m. was made by Billy Williams, seconded by John Schmersey; motion carried unanimously.

These minutes were approved on the 20<sup>th</sup> day of September 2011

APPROVED:

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Robert Englund, Mayor

ATTEST:

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Murvat Musa, City Secretary