

Ransom Canyon City Council Meeting Minutes  
Regular Meeting – May 11, 2021  
Ransom Canyon City Hall, 24 Lee Kitchens Drive

1. Call to Order/Pledges/Prayer

The regular meeting was called to order at 6:31 p.m. by Mayor Jana Trew. The City Council met in person at City Hall, 24 Lee Kitchens Drive, Ransom Canyon, Texas 79366, and virtually through GoToMeetings.com. Staff provided a telephone number for City Council and residents to access the meeting. The following City Council members physically attended the meeting: Mayor Jana Trew, Mayor Pro Tem Brandt Underwood, Councilmen Dr. Mike Greer, Ingram Rich, and Ron McWilliams. Councilwoman Val Meixner was in attendance and was installed as a Councilmember. Staff members attending the meeting included City Administrator, Elena Quintanilla; Deputy City Secretary, Leslie Randolph; Chief of Police, James Hill; Operations Assistant Manager, Cory Needham; Fire Chief, Rand McPherson; Librarian, Angie Fikes; and Attorney, Donna Clarke attended the meeting. Ralph Meixner and Michael Reyna were the two guests that attended the meeting. The prayer was said by Councilman Ingram Rich, followed by the pledges to the United States and State of Texas.

*Pr. Terry  
watch  
was deaf*

2. Property Owner's Association (POA) Report and Citizen Comments

There were no public comments at the meeting.

3. Declaration and Resolution of the Duly Elected from the Election of May 1, 2021

The City Council acted upon Resolution Number R21-0511, declaring the duly elected for the purposes of the May 1, 2021 Election on a motion made by Councilman Ingram Rich, seconded by Ron McWilliams; motion carried unanimously. Mayor Jana Trew, Mayor Pro Tem Brandt Underwood, and Councilwoman Val Meixner took their oaths of office and were sworn in by Elena Quintanilla.

4. Appointment of Mayor Pro Tem

Mayor Pro Tem Brandt Underwood was reappointed for a one-year term as Mayor Pro Tem on a motion made by Ron McWilliams, seconded by Val Meixner; motion carried unanimously. Mayor Pro Tem Brandt Underwood recused himself from the vote.

5. Proclamation Recognizing the Police Department for their Service

Mayor Jana Trew read a proclamation recognizing the Town of Ransom Canyon Police Department during National Police Week on May 9-16, 2021.

6. Approval of Minutes

The minutes of the regular meeting on April 13, 2021 were postponed for approval for the next meeting with an amendment to the minutes to include approval of the subdivision plat by the City Council. The motion to postpone was made by Mayor Pro Tem Brandt Underwood, seconded by Councilman Ron McWilliams; motion carried unanimously.

7. Financials

The financial reports and the April 2021 claims and demands were approved on a motion made by Mayor Pro Tem Brandt Underwood, seconded by Councilwoman Val Meixner; motion carried unanimously.

8. Public Investment Policy for the Town of Ransom Canyon

The City Council approved a public investment policy for the Town of Ransom Canyon on a motion made by Mayor Pro Tem Brandt Underwood, seconded by Ron McWilliams; motion carried unanimously.

9. Agreement with Waste Removers

The City Council postponed an agreement with Waste Removers for trash collection services until the June City Council Meeting on a motion made by Councilman Brandt Underwood, seconded by Councilwoman Val Meixner; motion carried unanimously.

10. Building Review

The Building Review Committee met on April 15, 2021 and approved a 20 X 30 Metal Building at 1 Squaw Lane.

A. Department Reports

Administration: Elena Quintanilla reported the following:

- She discussed her schedule of events for the week.
- She offered times and days for an orientation to be attended by the City Council. Donna Clarke recommended a training provided by City Hall Essentials to orient new City Council members.
- She attended the TML Health Benefits Pool Board Meeting virtually on April 27-30, 2021.
- She provided the City Council an update of the 87<sup>th</sup> Legislative Session.
- The administrative staff has been releasing new key cards to residents for the citizen trash collection station.
- The City will receive another allocation of funds for COVID-19 in the amount of approximately \$250,000.

- The Capital Improvement Advisory Committee is scheduled to meet on May 20, 2021.
- She provided a budget calendar to the City Council.

Municipal Court: Elena Quintanilla reported the following:

- There are no new cases to report
- Several defendants are beginning to handle their citations.

Operations: Cory Needham reported the following:

- The ground storage tank is near completion.
- Seal coating should begin at the end of May, 2021.
- Staff has been removing tree limbs and brush in the city right of ways.

Police: James Hill reported the following:

- Police did not issue citations; however, they issued 25 verbal traffic warnings.
- The Police Department hired Joshua Eakin to join the Ransom Canyon Police Department, and former Police Officer Shayne Trotter will work as a Reserve Officer for the Department.
- Chief attended 40 hours of continuing education on leadership in Galveston, Texas.
- The Police Department is now issuing boat permits to residents.
- The pet vaccinations were successful.
- There are no positive COVID-19 cases in Ransom Canyon.
- The Movie Night hosted by the Police Department will take place on July 10, 2021.

Fire: Rand McPherson reported the following:

- There were seven (7) EMS calls and zero (0) fire calls this month.
- The Lubbock Fire Conference will take place on August 5-7, 2021.
- Three volunteer firefighters graduated from EMT Basic Training.
- The Volunteer Fire Department will provide water for the Kite Day on May 21, 2021.

Library: Angie Fikes reported the following:

- She is working on The Summer Reading Program.
- The library automation is a slow process due to the fact that 400 bar codes were inaccurate and are being corrected.
- She is planning a "Story Walk Around the Park" at the City Park which will begin on June 1, 2021.

#### 11. Executive Session

The City Council entered into a closed session at 7:25 p.m. authorized by Chapter 551, Texas Government Code in accordance with Section 551.072 (Deliberation Regarding Real Property) and 551.071 (Consultation with Attorney).

#### 12. Open Session

The City Council returned back into open session at 7:40 p.m.

13. Purchase of a 5-Acre Tract of Land

The City Council approved the purchase of a five (5) acre tract of land out of Section 4, Block "I", in Lubbock County, Texas in the amount of \$25,000.00 owned by Terry Crofoot on a motion made by Mayor Pro Tem Brandt Underwood, seconded by Councilwoman Val Meixner; motion carried unanimously.

14. Adjournment

The City Council adjourned the meeting at 7:42 p.m. on a motion made by Councilwoman Val Meixner, seconded by Councilman Dr. Mike Greer; motion carried unanimously.

APPROVED:



Jana Trew, Mayor

ATTEST:



Elena Quintanilla, City Secretary