

Ransom Canyon City Council Meeting Minutes
Regular Meeting – November 9, 2021
Ransom Canyon City Hall, 24 Lee Kitchens Drive

1. Call to Order/Pledges/Prayer

The regular meeting was called to order at 6:30 p.m. by Mayor Jana Trew. The City Council met in person at City Hall, 24 Lee Kitchens Drive, Ransom Canyon, Texas 79366. The following City Council members physically attended the meeting: Mayor Jana Trew, Mayor Pro Tem Brandt Underwood, Val Meixner, and Ingram Rich. Councilmembers Dr. Terry Waldren and Ron McWilliams were absent. 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; and Fire Chief, Rand McPherson. See the attached sign-in sheet for guests in attendance. The prayer was said by Councilmember Val Meixner, followed by the pledges to the United States and State of Texas.

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

A Christmas Light Parade will take place on December 5, 2021 in Ransom Canyon. Voting for the "best decorated home" will take place between December 6-18, 2021. The POA is participating in the U Can Food Share Drive and is accepting monetary donations. People can drop off their donations at City Hall.

3. Approval of Minutes

The minutes of the regular meeting on October 12, 2021 were postponed for approval until the next City Council meeting on a motion made by, Mayor Pro Tem Brandt Underwood, seconded by Councilmember Val Meixner; motion carried unanimously.

4. Financials

The financial reports and the October 2021 claims and demands were postponed for approval until the next City Council meeting on a motion made by Councilmember Ingram Rich, seconded by Mayor Pro Tem Brandt Underwood; motion carried unanimously.

5. 2020-2021 Audit Report

The City Council rescinded its original motion to approve the 2020-2021 Audit Report presented by Terry & King, CPA's, PC. Auditor to allow more time to review the audit report on a motion made by Councilmember Ingram Rich, seconded by

Councilmember Val Meixner; motion carried unanimously. The City Council voted to postpone the approval of the 2020-2021 audit until the next scheduled City Council meeting on a motion made by Councilmember Ingram Rich, seconded by Mayor Pro Tem Brandt Underwood; motion carried unanimously.

6. Appointment of Emily Garrett to the Building Review Committee
The City Council approved the appointment of Emily Garrett to the Building Review Committee for the Town of Ransom Canyon on a motion made by Mayor Pro Tem Brandt Underwood; seconded by Ingram Rich; motion carried unanimously.
7. Change of Title for the Operations Manager
City Council approved a change to the Title of the Operations Manager to Director of Public Works on a motion made by Councilmember Ingram Rich, seconded by Mayor Pro Tem Brandt Underwood; motion carried unanimously.
8. City Offices Closed During Holidays
The City Council approved the closing of the city offices at noon on Wednesday, November 24, 2021, the day before Thanksgiving, and at noon on December 23, 2021, the day before Christmas Eve on a motion made by Mayor Pro Tem Brandt Underwood, seconded by Councilmember Ingram Rich; motion carried unanimously.
9. Resolution 110921 to Join the Texas Global Opioid Settlement Agreement
The City Council approved Resolution 110921 to join the Texas Global Opioid Settlement on a motion made by Mayor Pro Tem Brandt Underwood; seconded by Councilmember Ingram Rich, motion carried unanimously.
10. Resolution to Cast Votes for Lubbock Central Appraisal District (LCAD) Board
The City Council approved the resolution to cast votes for the LCAD Board of Directors on a motion made by Councilmember Ingram Rich, seconded by Councilmember Val Meixner; motion carried unanimously.
11. Amendment to 2020-2021 Budget for Line Item Adjustments
The City Council approved line item adjustments to the 2020-2021 Budget on a motion made by Councilmember Ingram Rich; seconded by Mayor Pro Tem Brandt Underwood, motion carried unanimously.

12. Bid from Vermeer for a Vac-Tron

The City Council approved a bid from Vermeer in the amount of \$56,388.45 for a Vac-Tron procured through the Texas State Purchasing BuyBoard Cooperative on a motion made by Mayor Pro Tem Brandt Underwood, seconded by Val Meixner; motion carried unanimously.

13. Bid from First-IN Public Safety Solutions for a Fire Truck

The City Council approved a bid from First-IN Public Safety Solutions in the amount of \$320,850.00 for a lease/purchase agreement on a 2022 Toyne commercial four-door pumper where the lease/purchase payments will be \$33,961.71 annually with a 3.14 percent interest rate for ten years and original down payment will be \$33,286.00 with a \$2,000 one-time procurement fee to the Houston Galveston Area Council (HGAC) State Purchasing Cooperative on a motion made by Mayor Pro Tem Brandt Underwood, seconded by Councilmember Val Meixner; motion carried unanimously.

14. Municipal Services Agreement with Beast PC, LLC.

The City Council approved a municipal services and development agreement between the Town of Ransom Canyon, Texas and Beast PC, LLC., Successor in interest to Twin Flames Investments, LLC. with a change to add language to require a performance bond on the infrastructure on a motion made by Mayor Pro Tem Brandt Underwood, seconded by Councilmember Val Meixner; motion carried unanimously.

A. BUILDING REVIEW COMMITTEE REPORT: The Building Review Committee did not meet in the month of October.

B. DEPARTMENT REPORTS:

a. Administration: Elena Quintanilla reported the following:

- She discussed her schedule of events for the week.
- She informed the City Council of her meeting with County Judge Parrish and his commitment to \$135,000 for water meters, \$80,000 for the dam, and \$60,000 for a generator. The Judge requested that the Capital Improvement Advisory Committee (CIAC) meet with the County Commissioner's Court to request funds for the Backhill Project.
- Buffalo Springs Lake will receive funds to rehabilitate their dam.
- The Mayor executed the loan documents for the land purchased from Terry Crofoot.
- With the completion of the audit, Elena will make audit journal entries and the books will be officially closed on December 31, 2021.

b. The Municipal Court: Elena Quintanilla reported the following:

- Judge Jan Mathews is scheduled to see eleven (11) defendants on the docket this Thursday.
- c. Operations: Cory Needham reported the following:
 - Staff is wrapping up mosquito prevention for the year. The City of Lubbock is still working on a mosquito report. He reported that larger mosquitos are affecting the cattle.
 - The bid opening for the elevated water tower took place on October 26, 2021, and the City received eight (8) competitive bids.
 - The Operations Department has been winterizing their equipment.
 - The Department purchased a new motor and installed it at the Citizen Collection Station so the gate is currently working.
- d. Police: James Hill reported the following:
 - Police issued eight (8) citations and they issued seventy (70) verbal traffic warnings.
 - Officer Josh Eakin completed his Intermediate Peace Officer License and received his Basic SWAT Certification. Matthew Garza will also start working on his Intermediate Peace Office License.
 - The traffic was light on Halloween Day, and the officers distributed candy to the children.
- e. Fire: Rand McPherson reported the following:
 - There were two (2) EMS calls and one (1) fire call this month.
- f. Library: Angie Fikes reported the following:
 - Teens will participate in their chemistry lesson as they work on their “spells and potions” lesson at the library.
 - There will be some changes to the Summer Reading Program this year.
 - A new interactive website is in the development stages.

15. Adjournment

The City Council adjourned the meeting at 7:39 p.m. on a motion made by Councilmember Ingram Rich; seconded by Mayor Pro Tem Brandt Underwood; motion carried unanimously.

APPROVED:



Jana Trew, Mayor

ATTEST:

A handwritten signature in blue ink, appearing to read 'Elena', written over a horizontal line.

Elena Quintanilla, City Secretary