

Ransom Canyon City Council Meeting Minutes
Regular Meeting – February 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, 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, Dr. Mike Greer, Ingram Rich, and Ron McWilliams who attended virtually. Councilman Dr. Terry Waldren was absent. Staff members attending the meeting included City Administrator, Elena Quintanilla; Deputy City Secretary, Leslie Randolph; Chief of Police, James Hill; Operations Manager, Harold Needham Needham; Assistant Fire Chief, Angela Hill; Lieutenant Charles Jensen, Officer Shayne Trotter, and Attorney, Donna Clarke (attended virtually). Guests at the meeting included Madison Sharkey, Ryan Ortiz, Kassi Trotter, Ruth and Bristol Trotter, Jack and Amanda Shannon, and Leonard Nail, City Engineer from Parkhill. The prayer was said by Councilman Ingram Rich, followed by the pledges to the United States and State of Texas.

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

Val Meixner mentioned that the POA is partnering with the City and the Lake Ransom Canyon Habitat Conservation Group to host the Annual Clean-Up Day in the Town of Ransom Canyon. The POA is also hosting a Kite Flying Day which is to be announced at a later date. Linda Williams reported that the volunteers of the Chapel at Brookhollow have been busy planting around the church. She also thanked the fire and police departments for their response to a personal medical need at their home. Linda addressed her concerns regarding the Vehicle Space Rental Agreement.

3. Approval of Minutes

The minutes of the regular meeting on January 12, 2021, were approved on a motion made by Mayor Pro Tem Brandt Underwood, seconded by Councilman Ron McWilliams; motion carried unanimously.

4. Financials

The financial reports and the January 2021 claims and demands were approved on a motion made by Mayor Pro Tem Brandt Underwood, seconded by Councilman Ingram Rich; motion carried unanimously.

5. Recognition of Shayne Trotter
Shayne Trotter took his Oath of Office as a Peace Officer for the Town of Ransom Canyon.
6. Application Fees for Subdivision Application
The City Council had a discussion regarding fees for a subdivision application.
7. Legislative Priorities
Elena Quintanilla reported on the Legislative Priorities for the 87th Legislative Session.
8. Replat of Lot 14, Block 4.
The City council voted to approve a replat of Lot 14, Block 4 on a motion made by Mayor Pro Tem Brandt Underwood, seconded by Councilman Ingram Rich; motion carried unanimously.
9. Bid for 100,000 Water Ground Storage Tank
The City Council approved a bid award to Allen Doggett Construction in the amount of \$295,772.00 for a 100,000 Water Ground Storage Tank on a motion made by Mayor Pro Tem Brandt Underwood; seconded by Councilman Ingram Rich; motion carried unanimously.
10. Order of Election
The City Council approved an Order of Election (Orden de Elección) to call an election of a Mayor and two Alderman for two-year terms (un alcalde y dos concejales general por termino de dos años) on a motion made by Councilman Ingram Rich, seconded by Mayor Pro Tem Brandt Underwood; motion carried unanimously.
11. Joint Election Resolution No. R21-020921
The City Council approved Resolution No. R21-020921 which calls an election to be held jointly with all cities/schools inside Lubbock County who may need an election through December 31, 2021 on a motion made by Mayor Pro Tem Brandt Underwood; seconded by Councilman Ingram Rich; motion carried unanimously.
12. Contract with Lubbock County for the City Election
The City Council approved the Mayor to execute a contract with Lubbock County for election services on a motion made by Mayor Pro Tem Brandt Underwood; seconded by Councilman Ingram Rich; motion carried unanimously.

13. Voting Equipment

The City Council approved Resolution 020921-1 to adopt the use of Hart Intercivic Verity 2.0 Voting Equipment on a motion made by Councilman Ingram Rich, seconded by Mayor Pro Tem Brandt Underwood; motion carried unanimously.

14. Notice of Election for 2021

The City Council approved a Notice of Election for 2021 on a motion made by Mayor Pro Tem Brandt Underwood; seconded by Councilman Ingram Rich; motion carried unanimously.

15. The City Council appointed and approved the following in relation to the May 1, 2021 Election on a motion made by Mayor Pro Tem Brandt Underwood, seconded by Councilman Ron McWilliams; motion carried unanimously.

1. Dorothy Kennedy, Elections Administrator, as the Joint Elections Officer
2. Dorothy Kennedy, Elections Administrator, as the Joint Early Voting Clerk
3. Elections Office at 1308 Crickets Avenue in Lubbock, TX, as the main early voting polling place
4. Elections Administrator's permanent county employees shall serve as deputy early voting clerks, along with other appointments made by Elections Administrator if deemed necessary
5. Exhibit A, the Joint Early Voting Schedule and April 19, 2021 & April 27, 2021 as the two 12-hour days of Early Voting.
6. Exhibit B, Election Day Vote Centers
7. Election Day Vote Centers, Supervisors and Rovers (Attached List)
8. Early Voting Ballot Board: Judge - Johnny Franklin, Alternate Judge – DeAnn Britton.
9. Signature Verification Committee due to significant number of ballots by mail: Mary Ann Bridges as Judge of the Signature Verification Committee and Charles Britton as Alternate Judge of the Signature Verification Committee
10. Central Count Station Personnel:
 - a. Dorothy Kennedy, Elections Administrator, as Central Count Manager
 - b. Roxzine Stinson as Tabulation Supervisor
 - c. Tom Grimes as the Central Count Alternate Presiding Judge
 - d. Michelle Ostrander as the Alternate Central Count Presiding Judge
11. Bilingual Election Clerks
 - a. Andrea Alvarado
 - b. Sandy Salazar
 - c. Aaron Frodsham
 - d. LanguageUSA

17. 2021 Library Board

The City Council approved the following members to the Library Board on a motion made by Mayor Pro Tem Brandt Underwood, seconded by Councilman Ron McWilliams; motion carried unanimously.

Monica Nowlin
Ashton Carney
Crystal Miller
Kaitlyn Keinast

18. 2021 Building Review Committee

The City Council approved the following members to the Building Review Committee on a motion made by Mayor Pro Tem Brandt Underwood; seconded by Councilman Ingram Rich; motion carried unanimously.

Ron Childress – Chair
Ross John Narvaeth
Rich Richeda
Jim Bertram
John Russell
John Kelly
Michael Gibson
Ralph Chilton

19. 2021 Volunteer Fire Department Officers

The City Council approved the following members to the Volunteer Fire Department on a motion made by Mayor Pro Tem Brandt Underwood; seconded by Councilman Ingram Rich; motion carried unanimously. Councilman Ron McWilliams recused himself from the vote.

Rand McPherson – Fire Chief
Angela Hill – Assistant Chief
Mary Roberts - Secretary
Jim Waters – Treasurer
Michael Reyna – Fire Captain
Caleb Wood – Fire Lieutenant
Rob O'Connell – Medical Captain
Tiffany Whetzel – Medical Lieutenant
Bob Bellah – Fire Wise Captain
Ron McWilliams – Public Information Officer

20. 2021 Capital Improvement Advisory Committee

The City Council approved the following members to the 2021 Capital Improvement Advisory Committee on a motion made by Councilman Ron McWilliams; seconded by Mayor Pro Tem Brandt Underwood; motion carried unanimously.

Jim Bertram – Chair
Dr. Ron Cox – Vice Chair

Allen Butler
Dr. Denton Collins
Ralph DeWitt
Jennifer Edwards
Penny Golightly
Craig Morton
Eraldo Resendez
Lisa Wentz

21. Building Review Committee Report

The Building Review Committee did not meet in the month of January.

A. Department Reports

Administration: Elena Quintanilla reported the following:

- She discussed her schedule of events for the week.
- The filing period for the May election ends on February 12, 2021. We will have an election this year. The Incumbent Mayor, Jana Trew, will run for Mayor. We have three residents running for Alderman At -Large positions. The following are running for Alderman At Large: Incumbent Mayor Pro Tem Brandt Underwood, Val Meixner and Mark Sundy. There are two positions on the ballot.
- Mayor Trew will participate in the Annual Beans and Cornbread Luncheon on Friday, March 5, 2021. It is a drive thru luncheon this year with the Mayor participating in a line-up where they greet guests.
- She updated the City Council on the vehicle space rental agreements and the status of payments.

Municipal Court: Elena Quintanilla reported the following for Judge Jan Blacklock-Matthews

- No new cases to report
- The Judge will meet with Elena and Chief Hill on Friday at 10:00 a.m.

Operations: Harold Needham reported the following:

- The bid opening for the water ground storage tank took place on February 2, 2021. The bid was presented in the City Council meeting for approval.
- Staff worked on sewer repairs.
- The Department reviewed costs for the Vehicle Space Rental Area which included new gravel and changes to the fence.

Police: James Hill reported the following:

- Police did not issue citations or warnings.
- The Chief provided a racial profiling update.
- Charles Jensen attended Command Staff Leadership Training and the Chief will be attending Police Chief Training in Galveston, Texas.
- The Police Department hosted a Field Sobriety Testing Class at the Ranch House.

- There have been a total of 147 COVID-19 cases in Ransom Canyon with 142 recovered and five active cases.

Fire: Angela Hill reported the following:

- There were four (4) EMS calls and one (1) fire call this month.
- The City of Lubbock fire trucks are not on the Rene Bates Auction site to date.
- Several volunteer firefighters attended SCBA training in Idalou and EMT Basic Training.

Library: Elena Quintanilla reported the following:

- The Summer Reading Program is underway.
- Due to changes with the recent automation, residents will have to sign up for library cards.

22. Adjournment

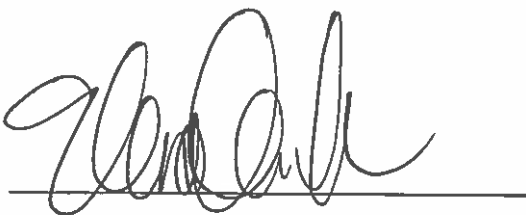
The City Council adjourned the meeting at 7:41 p.m. on a motion made by Mayor Pro Tem Brandt Underwood, seconded by Councilman Ingram Rich; motion carried unanimously.

APPROVED:



Jana Trew, Mayor

ATTEST:



Elena Quintanilla, City Secretary

