

Ransom Canyon City Council Meeting Minutes
Regular Meeting – January 12, 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 virtually through GoToMeetings.com and provided a telephone number for City Council and residents to access the meeting. The following City Council members attended the meeting virtually from their remote locations: Mayor Jana Trew, Mayor Pro Tem Brandt Underwood, Councilmen Dr. Terry Waldren, Dr. Mike Greer, Ingram Rich, and Ron McWilliams. Staff members attending the meeting included City Administrator, Elena Quintanilla; Executive Assistant, Leslie Randolph; Chief of Police, James Hill; Assistant Operations Manager, Cory Needham; Fire Chief, Rand McPherson; and Attorney, Donna Clarke. Guests at the meeting included Pat Sullivan, Linda Williams, and Marti Greer. The prayer was said by Councilman Dr. Terry Waldren, followed by the pledges to the United States and State of Texas.

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

Pat Sullivan and Linda Williams commented that they were not in favor of the new changes to the Vehicle Space Rental Agreement. Linda Williams also thanked all of the people who supported the Chapel this year.

3. Approval of Minutes

The minutes of the regular meeting on December 8, 2020, were approved on a motion made by Councilman Dr. Terry Waldren, seconded by Mayor Pro Tem Brandt Underwood; motion carried unanimously.

4. Financials

The financial reports and the December 2020 claims and demands were approved on a motion made by Councilman Dr. Terry Waldren, seconded by Mayor Pro Tem Brandt Underwood; motion carried unanimously.

5. Buffalo Springs Lake Triathlon (BSLT)

Marti Greer, representative of the BSLT Triathlon, discussed May 23, 2021 as a potential date to host the Triathlon this year. She would like to host the event between May and October.

6. Vehicle Space Rental Agreement

The City Council had a discussion regarding the changes to the vehicle space rental agreement.

7. Second Reading of Ordinance No. 20-00201 amending the 2020-2021 Budget

The Second Reading of Ordinance No. 20-00201 amending the 2020-2021 Budget took place. The purpose of this ordinance is to establish Capital Improvement Project Line Item 520-5073 entitled "Sewer Plant Rehabilitation, amend Capital Improvement Line Item 520-5030 entitled "Water Tank Repair CIP" and revenue line item 482 entitled "Texas Water Development Board" for sewer and water improvements to be made with proceeds through the Texas Water Development Board. The City Council approved the ordinance on a motion made by Councilman Dr. Terry Waldren, seconded by Mayor Pro Tem Brandt Underwood; motion carried unanimously.

8. Job Descriptions

The City Council approved the job descriptions of the Deputy City Secretary and the Police Lieutenant on a motion made by Councilman Dr. Terry Waldren; seconded by Mayor Pro Tem Brandt Underwood; motion carried unanimously.

9. Building Review Committee

The Building Review Committee did not meet the month of December.

10. Department Reports

Administration: Elena Quintanilla reported the following:

- She discussed her schedule of events for the week.
- She explained the utility billing process and how the City addresses late payments.
- The Town of Ransom Canyon has 14 active COVID-19 cases, 121 residents have recovered from the virus.
- The filing period for the May election begins on January 13, 2021 and ends on February 12, 2021.
- Mary Brown is retiring as Deputy City Secretary and has served the Town for sixteen years.

Municipal Court: Elena Quintanilla reported the following for Judge Sue Coker:

- No new cases to report

Operations: Cory Needham reported the following:

- The bid opening for the ground storage tank will take place in February.
- Operations Department met with Resound to review their plan for putting up their temporary tower.
- Staff worked on sewer repairs.
- The Department removed all of the Christmas decorations.

Police: James Hill reported the following:

- Police did not issue any citations or warnings.
- There was a significant amount of traffic during the Holidays and one arrest took place.
- The Chief provided an update on training.
- The Police is working with the Fire Department to issue refrigerator magnets to citizens where they can record their medical information.
- He updated the City Council on the COVID-19 vaccine disbursement.

Fire: Rand McPherson reported the following:

- There were eight (8) EMS calls and four (4) fire calls this month.
- The City of Lubbock fire trucks are not on the Rene Bates Auction site to date.

Library: Angie Fikes reported the following:

- She will attend training for the automated system.
- The planning for summer reading program is underway.

11. Executive Session

The City Council entered into an Executive Session at 8:19 p.m. to discuss the following authorized by Chapter 551, Texas Government Code in accordance with Section 551.071 (Consultation with Attorney.)

12. Open Session

The City Council entered into regular open session at 9:02 p.m.

13. Adjournment

The City Council adjourned the meeting at 9:03 p.m. on a motion made by Councilman Dr. Terry Waldren, seconded by Councilman Ingram Rich; motion carried unanimously.

APPROVED:

A handwritten signature in blue ink, appearing to read "Jana Trew", is written above a horizontal line.

Jana Trew, Mayor

ATTEST:

A handwritten signature in blue ink, appearing to read "Elena Quintanilla", is written above a horizontal line.

Elena Quintanilla, City Secretary