

Ransom Canyon City Council Meeting Minutes  
Regular Meeting – March 12, 2019  
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. Council members present were Mayor Jana Trew, Mayor Pro Tem Brandt Underwood, Councilmen Mike Greer, Ingram Rich, and Chip Armstrong. Councilman Dr. Terry Waldren was absent. The pledges to the United States and the State of Texas were recited, followed by a prayer by Mayor Pro Tem Brandt Underwood. Guests present included the following: Alan Medina, Dexter Duhan, Dr. Ron Cox, Val Meixner. Staff present included Attorney Donna Clarke, Judge Gary Bellair, Librarian Angie Fikes, Chief James Hill, Assistant Chief Rick Vasquez, Operations Manager Harold Needham, Chief Rand McPherson, and City Administrator Elena Quintanilla.

2. Approval of Minutes

The minutes of the regular meeting on February 12, 2019, were approved with a correction to Chip Armstrong's name on a motion made by Councilman Ingram Rich, seconded by Councilman Chip Armstrong. Motion carried unanimously.

3. Financials

The financial reports and the February 2019 claims and demands were approved on a motion made by Mayor Pro Tem Brandt Underwood, seconded by Councilman Ingram Rich; motion carried unanimously.

4. Capital Improvement Advisory Committee

The City Council approved Dr. Lisa Wentz to the Capital Improvement Advisory Committee (CIAC) on a motion made by Mayor Pro Tem Brandt Underwood, seconded by Councilman Ingram Rich; motion carried unanimously

5. Approval of Election Details for the May 4, 2019 Election

- a. Exhibit B, Election Day Vote Centers
- b. Election Day Vote Centers, Supervisors and Rovers (Attached List)
- c. Johnny Franklin as the Voting Ballot Board Judge and DeAnn Britton as the Early Voting Ballot Board Alternate Judge
- d. Johnny Franklin, Betty Wheeler, Mary Ann Bridges, Charles Britton, DeAnn Britton, Charlene Jordan, and Shirley McBride as the Early Voting Ballot Board
- e. Exhibit A, the Joint Early Voting Schedule and April 22, 2019 & April 30, 2019 as the two 12-hour days of Early Voting.

- f. Central Count Station Personnel:
- i. Dorothy Kennedy, Elections Administrator, as Central Count Manager
  - ii. Roxzine Stinson as Tabulation Supervisor
  - iii. Charla Carpenter as the Assistant Tabulation Supervisor
  - iv. Larry Henry as the Central Count Presiding Judge
  - v. Tom Grimes as the Central Count Alternate Presiding Judge

The above items were approved on a motion by Mayor Pro Tem Brandt Underwood, seconded by Councilman Ingram Rich; motion carried unanimously.

6. Bid for East Ground Storage Tank Rehabilitation  
The City Council approved a bid with D&M Tank, LLC in the amount of \$86,615.00 for the East Ground Storage Tank Rehabilitation on a motion by Mayor Pro Tem Brandt Underwood, seconded by Councilman Chip Armstrong; motion carried unanimously.
7. First Reading of Noise Ordinance 031219, Article 8.02  
The City Council reviewed the first reading of Ordinance 031219, Article 8.02 enacting regulations with respect to noises, specifying prohibitions and remedies available to the City to obtain compliance with those regulations.
8. Building Review Committee  
The Building Review Committee met on February 11, 2019, to review plans for a free standing garage at 84 South Lakeshore Drive. The builder is Brian Randell of Tuff Shed.
9. Department Reports  
Administration: Elena Quintanilla reported the following:
- ❖ She discussed her schedule of events for the week.
  - ❖ She updated the City Council regarding the individuals who are candidates for the upcoming election.
  - ❖ She attended a legislative update at South Plains Association of Governments where she delivered the Town of Ransom Canyon resolution to establish local control to our legislators.
  - ❖ She provided an update of the online bill pay system.
  - ❖ A Texas Municipal League Quarterly Meeting took place on Thursday, March 7, 2019, at the Scottish Rite Learning Center where several City Council members were in attendance.
  - ❖ Mayor Jana Trew represented our town at the Annual Hospice Beans and Corn Bread Luncheon. Several City Council members were also in attendance.

- ❖ She co-authored Chapter 5 in the Texas Municipal Clerk Handbook for clerks across the State.

Court Report: Judge Gary Bellair reported the following:

- ❖ One of the individuals placed in the Omnibase system has a court hearing this Friday.
- ❖ Two orders will be issued for deferred dispositions.

Operations: Harold Needham reported the following:

- ❖ Three Operations Department officials attended training in Amarillo to renew their weed and pest control licenses.
- ❖ There have been several sewer repairs on Brookhollow.
- ❖ The Operations Department obtained estimates for striping the front and back hill. Estimates ranged from \$7,900 - \$13,900. The current budget cannot support the estimates this year.
- ❖ The Operation Department is making additions to the sprinkler system at the park.

Police: James Hill reported the following:

- ❖ Police issued two citations and traffic warnings.

Fire: Rand McPherson reported the following:

- ❖ There were three EMS calls and two fire calls this month.
- ❖ The Lubbock Area Fire Conference will take place in April.

Library: Angie Fikes reported the following:

- ❖ The Library will join their efforts with the Property Owners Association to host a book drive for the children during the Family Fun Night activities.
- ❖ The Library is soliciting donations for the Summer Reading Program.

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

Val Meixner thanked Elena Quintanilla for fielding questions at the Community Firewise Event hosted at the Ranch House. She also thanked the city staff for assisting in the upcoming citywide clean-up event on March 23, 2019. Val also reported that a Family Fun Food Truck Event will take place on April 6, 2019, and the POA Annual meeting will be held on April 22, 2019. Dr. Ron Cox mentioned that the City Council needs to evaluate how a recent case taken to the Texas Supreme Court will affect the effectiveness of future councils to conduct open meetings. Val Meixner asked the City Council if they would consider implementing a system to inform residents of important activities, such as an alert system.

#### Adjournment

The City Council adjourned the meeting at 7:25 p.m. on a motion made by Mayor Pro Tem Brandt Underwood, seconded by Councilman Ingram Rich; motion carried unanimously.

APPROVED:

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

Jana Trew, Mayor

ATTEST:

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

Elena Quintanilla, City Secretary