

Ransom Canyon City Council Meeting Minutes
Regular Meeting - December 8, 2020
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; Chief of Police, James Hill; Assistant Operations Manager, Cory Needham; Fire Chief, Rand McPherson; Librarian, Angie Fikes; and Attorney, Donna Clarke. Guests at the meeting included Judge Janet Blacklock-Matthews. The prayer was said by Councilman Mike Greer, followed by the pledges to the United States and State of Texas.

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

There were no citizen comments. The POA will host a Christmas vehicle parade on December 13, 2020 with Santa Claus.

3. First Reading of Ordinance No. 20-00201 amending the 2020-2021 Budget

The First 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.

4. Approval of Minutes

The minutes of the regular meeting on November 10, 2020, were approved on a motion made by Councilman Dr. Terry Waldren, seconded by Councilman Ron McWilliams; motion carried unanimously.

5. Financials

The financial reports and the November 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.

6. Appointment of Municipal Court Judge for a Two-Year Term
The City Council appointed Judge Janet Blacklock-Matthews to ~~se~~Ne as the Municipal Court Judge for the Town of Ransom Canyon beginning in February 9, 2021 for a two-year term on a motion made by Mayor Pro Tem Brandt Underwood, seconded by Dr. Terry Waldren; motion carried unanimously.
7. Reappointment of Judge Sue Coker as Interim Municipal Court Judge
The City Council reappointed Judge Sue Coker as Interim Municipal Court Judge for the Town of Ransom Canyon for an additional month from January 9, 2021-February 8, 2021, on a motion made by Mayor Pro Tem Brandt Underwood, seconded by Councilman Ron McWilliams; motion carried unanimously.
8. 2019-2020 Audit for the Town of Ransom Canyon
The City Council approved the 2019-2020 Audit for the Town of Ransom Canyon conducted by Terry & King, CPA's, PC on a motion made by Mayor Pro Tem Brandt Underwood, seconded by Councilman Ingram Rich: motion carried unanimously.
9. Building Review Committee
The Building Review Committee met on November 30, 2020, and they postponed action on a new home to be constructed at 16 West Brookhollow until the next meeting.
10. Department Reports
Administration: Elena Quintanilla reported the following:
 - She discussed her schedule of events for the week.
 - Elena discussed the number of COVID-19 cases in Ransom Canyon.
 - The City currently supports HB 233, "known as the Materials Bill," which exempts cities under 30,000 from specifying which materials may be used in the building process.
 - Elena participated in an election law seminar update for the May 2021 election.
 - The filing period for the May election begins on January 13, 2020. Positions up for election include Mayor Jana Trew, Mayor Pro Tem Brandt Underwood, and Councilman Ingram Rich.
 - Elena recognized Leslie Randolph and Cory Needham for graduating from the Texas Tech Certified Public Manager Program.Municipal Court: Elena Quintanilla reported the following for Judge Sue Coker:
 - Letters have been mailed to defendants to pay their citations.

Operations: Cory Needham reported the following:

- The Operations Department assisted the Property Owner's Association with tree limb removal.
- Operations has repaired several sewer lines in the Canyon.
- Staff put up the Christmas decorations in the Canyon.

Police: James Hill reported the following:

- Police issued two (2) warnings and zero (0) citations this month.
- There was an increase of traffic during the month of December; however, no problems during Thanksgiving.
- Police attended training on gangs.
- Lt. Jensen attended Command Staff and Leadership Training. and Officer Caudillo is completing his Intermediate License and Field Training Officer Certification.
- The Department is working on methods to retain and recruit police. One of those methods is "Incentive Pay" which is already in the budget due to a gap in the Department where a position has been vacant for several months.

Fire: Rand McPherson reported the following:

- There were four (4) EMS calls and two (2) fire calls this month.
- The City of Lubbock fire trucks are not on the Rene Bates Auction site to date.
- Ransom Canyon will auction some old fire equipment
- Three volunteer firefighters attended EMT Basic Class.
- The Christmas Parade was well attended.

Library: Angie Fikes reported the following:

- The Library will be fully automated by Saturday. December 12, 2020.
- The Christmas Card Fundraiser will end on December 11. 2020.

11. Executive Session

The City Council entered into an Executive Session at 7:33 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 back into the regular City Council meeting at 8:49 p.m.

13. Vehicle Space Rental Agreement

The City Council approved a Vehicle Space Rental Agreement for the Town of Ransom Canyon on a motion made by Councilman Ron McWilliams, seconded by Mayor Pro Tem Brandt Underwood. Motion carried 4 to 1, with Councilman Dr. Mike Greer voting nay.

14. Site on Wheels Lease Agreement with Resound Networks

The City Council approved a Site on Wheels Lease Agreement with Resound Networks on a motion made by Mayor Pro Tem Brandt Underwood, seconded by

Councilman Dr. Terry Waldren; motion carried 4 to 1, with Councilman Dr. Mike Greer voting nay.

15. Adjournment

The City Council adjourned the meeting at 9:01 p.m. on a motion made by Councilman Dr. Terry Waldren, seconded by Councilman Ron McWilliams; motion carried unanimously.

APPROVED:

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

Jana Trew, Mayor

ATTEST:

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

Elena Quintanilla, City Secretary