Ransom Canyon City Council Meeting Minutes

Regular Meeting – September 15, 2015

Ransom Canyon City Hall, 24 Lee Kitchens Drive

1. Call to Order/Silent Meditation

The meeting was called to order at 6:00 p.m. by Mayor Robert Englund. Council members present were Mayor Pro-Tem Jana Trew, Donna Clarke, and John Schmersey. A moment of silent meditation followed.

1. Budget Work Session #3

The highlights of budget session #3 included the following:

* There was also discussion regarding the fire truck that needs to be replaced for the fire department. In the absence of Rand, the fire chief, Elena Quintanilla, City Administrator distributed a handout with the repair expenses of the fire truck during the past six years. The costs of repairs were $63,224.90. The city council decided to wait on the purchase of a new fire truck until the future and they allocated $20,000 for the repairs or purchase of a used vehicle for this fiscal year.
* There was a lengthy discussion regarding building a new city hall for Ransom Canyon. The city staff conducted some research and the City Manager visited with five residential builders regarding the possibility of building city hall with a residential style appearance. This will reduce the cost of city hall substantially. All ADA and electrical standards need to be met along with a foundation plan.

There was some discussion regarding the square footage of the building since the cost is based on the square footage of the building. There were some discussions about placing the building near the lakeshore; however, this would increase the costs of the building. After much discussion, the city council made a decision to place $650,000 for the building of city hall and staff can determine the other relevant factors associated with the construction.

There was a motion by Jana Trew to adjourn the budget session, seconded by Donna Clarke; motion carried unanimously

1. MINUTE BREAK
2. Minutes of Meeting

The minutes of the Regular Meeting and Budget Work Session #2, August 11, 2015,the Special Meeting, Tax Rate Hearing #1, August 21, 2015, and Special Meeting, Tax Rate Hearing #2, September 4, 2015 were approved on a motion made by John Schmersey, seconded by Jana Trew; motion carried unanimously.

1. The Financials

The financial reports and the August 2014 claims and demands were approved on a motion made by Jana Trew, seconded by John Schmersey; motion carried unanimously.

1. Resolution No. R15-000915

Resolution No. R15-000915 designating the Slatonite as the official newspaper for the 2015-2016 fiscal year was approved on a motion made by John Schmersey, seconded by Jana Trew; motion carried unanimously.

1. Public Hearing on Proposed 2015-2016 Fiscal Year Budget

The public hearing to take comments on the proposed 2015-2016 fiscal year budget opened at 7:03 pm. There were no comments from the public, therefore; the hearing was closed at 7:05 pm.

1. Ordinance No. 15-00200 - 2015-2016 Fiscal Year Budget

Ordinance No. 15-00200 adopting the 2015-2016 fiscal year budget was approved on a motion made by John Schmersey, seconded by Donna Clarke; motion carried unanimously.

1. Ordinance No, 15-00210 – Fixing the Tax Levy for 2015

The following motion was made by Donna Clarke: “I move that the property tax rate by increased by the adoption of a tax rate of .65929 which is effectively a 1.4 percent increase in the tax rate,” seconded by John Schmersey; motion carried unanimously.

1. Independent Contractor Agreement for Librarian Services

The Council authorized the Mayor to execute the contract for Librarian Services on a motion made by Jana Trew, seconded by Donna Clarke; motion carried unanimously.

1. Contract to Lease Space to South Plains Telephone Cooperative, Inc. (SPTC)

The City Council discussed the contract between SPTC and the Town of Ransom Canyon. Donna Clarke suggested that the city council should take a closer look at the timeframe of the contract which states that the City is entering in a lease for 50 years for $100 a year, with the entire amount payable up front in year one. Donna suggested that the City Council reduce the time of the contract to a more reasonable period such as ten or fifteen years. The City Council requested that the City Adminstrator, Elena Quintanilla, renegotiate the terms of the lease to a fifteen year contract with a fifteen year lease period. The cost of the lease is for $200.00 per year, with the full lease amount of $3000.00 paid to Ransom Canyon in the first year. The city council postponed this action and asked that the contract be revisited after negotiations with SPTC. Donna Clarke made a motion to postpone action until the next city council meeting, seconded by Jana Trew; motion carried unanimously.

1. Contract with Parkhill, Smith, and Cooper for Professional Design Services

The City Council reviewed the contract with Parkhill, Smith, and Cooper (PSC) and asked that we amend the contract date with the engineers for services for less than five years. The City Council agreed that a two-year contract is preferable for conducting business. The City Council can re-evaluate services in two years to see if they are satisfied with their engineer. Jana Trew made a motion to approve the contract with PSC for a two-year contract instead of five-year contract as recommended by the engineering firm. Donna Clarke seconded the motion; motion carried unanimously.

1. Signatories with Centennial Bank

A motion was made by John Schmersey to approve the following signatories for the accounts with Centennial Bank: Mayor Robert Englund, Mayor Pro Tem Jana Trew, Councilmemebers Donna Clarke, John Schmersey, Billy Williams, City Administrator Elena Quintanilla, and Deputy City Secretary Mary Brown. The motion was seconded by Jana Trew. Motion carried unanimously.

1. Building Committee Report

Mary Brown met with the Building Review Committee on the evening of September 14, 2015 to discuss plans for the construction of a new house located at #4 Aztec Lane. The City looks forward to seeing this home permitted very soon.

1. Department Reports

**Administration:** Elena Quintanilla reported the following:

* The staff at city hall is had a very active summer with water leaks, roofing permits, end of the year financial projections, and the construction of the emergency road. There was a small discussion regarding water runoff and whether charges should be assessed to the contractor.
* City staff has been actively attending schools. James has recently attended a school. Elena has begun her city secretary certification so a lot if training is scheduled for this year.
* Council members and city staff are scheduled to attend the Annual TML Conference which will be held in San Antonio on September 22-25.
* Jana Trew has accepted the opportunity to be nominated for the TML Region 3 Secretary. The Region 3 TML meeting will be held on October 22, 2015 at the Scottish Rite Building in Lubbock. Idalou will be hosting the event.
* Each council member present received a copy of a Legislative Report that was assembled by Elena.

**Court Report:** Gary Bellair reported the following:

* An oath of office needs to be conducted before the Sharkey civil trials
* There was a violation for an individual that was switching their license plates so we are working to wrap up this case. There was a speeding violator who requested a bench trial.
* The Sharkey civil trials will take place October 7 and 14 at 8:30 a.m. A pre-trial hearing will probably take place.
* A public intoxication citation was issued and filed in the JP court because it is a Class B misdemeanor

**Operations:** Harold Needham reported the following:

* The Operations staff has been busy with the seal coat project and the monitoring of the construction of the emergency road.

**Police:** James Hill reported the following:

* The Police issued two tickets and made two arrests
* Police reported to a death of a resident from illness in the Canyon
* James will have a Master’s License

**Fire:** Elena Quintanilla reported the following in the absence ofRand McPherson reported the following:

* There were two fire calls and two EMS calls that were addressed.
* The VFD will host a pancake breakfast in October

**Library:** Kim Copeland reported the following:

* The Kids have been active in the library because most are involved in a “Reading to Succeed” program so the Kim has purchased 20 new books for the library.
* The Library will have the Fall Fun In October where the kids play x-box games and enjoy reading the new books

1. POA Report and Citizen Comments:

Kim Copeland reminded the city council to drive by the Gazeebo where Davis Cluff donated his services to repair the gazeebo and Andrus Roofing donated a new roof in which she was able to get them to donate to the City for the gazeebo.

1. Adjourn

* A motion to adjourn the meeting at 8:01 p.m. was made by Jana Trew, seconded by Donna Clarke; motion carried unanimously.

These minutes were approved on the 13th day of October 2015

APPROVED:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Robert Englund, Mayor

ATTEST:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Elena Quintanilla, City Secretary