



City of Whitewright  
City Council  
Regular Meeting  
Whitewright Visitor Center  
111 W. Grand  
November 6, 2018, 6:30 p.m.

**MINUTES**

The City Council of Whitewright met for a Regular Council Meeting on Tuesday, November 6, 2018 at 6:30 P.M. in the Whitewright Visitors Center, the same being open to the public with the following members present:

Mayor Jamie Lawrence  
Councilmember Sarah Beth Owen  
Councilmember Bart Bodine  
Councilmember Rick Magers  
Councilmember George Fenner  
Councilmember Randy Glover (Video Conference)

Others in attendance: City Secretary Tona Shippet, Gwyn Jordan, Kim Palmer, Chris Ely, June G. Purdom, Ken Franklin, James Tidwell, Kristi Pritchett, Jerry Blanton, Annette Snider, Rhonda Hicks, Stefan Kells, Sheri Kent, Dan Whitmore, Dwayne Henderson, Brandon Latimer, Charles Brady.

**1. CALL TO ORDER** – Call to order by the Mayor.

*Mayor Lawrence called the meeting to order at 6:32 P.M.*

**2. INVOCATION** –

*Kenneth Franklin led the invocation.*

**3. PLEDGE OF ALLEGIANCE**

**4. ROLL CALL**

Jamie Lawrence – Mayor	Sarah Beth Owen	Bart Bodine
Rick Magers	Randy Glover – Mayor Pro-Tem	George Fenner

**5. PUBLIC HEARING**

*Mayor Lawrence opened the Public Hearing at 6:36 P.M.*

**TEXAS COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM**

The City of Whitewright will hold a public hearing at 6:30 p.m. on November 6, 2018, at 111 W. Grand, Whitewright, TX regarding the submission of an application to the Texas Department of Agriculture for a Texas Community Development Block Grant Program (TxCDBG) grant. The purpose of this meeting is to allow citizens an opportunity to discuss the citizen participation plan, the development of local housing and community development needs, the amount of TxCDBG funding available, all eligible TxCDBG activities, and the use of past TxCDBG funds. The City encourages citizens to participate in the development of this TxCDBG application and to make their views known at this public hearing. Citizens unable to attend this meeting may submit their views and proposals to Mayor Jamie Lawrence at the City Hall. Persons with disabilities that wish to attend this meeting should contact the City to arrange for assistance. Individuals who require auxiliary aids or services for this meeting should contact the City at least two days before the meeting so that appropriate arrangements can be made. Para más información en español, comuníquese con Jamie Lawrence al 903-364-2219.

**a. Citizens Comments:**

*Jake McAdams with Public Management Incorporated informed the Council of the Grant opportunity for the TxCDBG grant in a maximum amount of \$275,000.00 with a matching contribution of \$47,270.00. This grant can be used for water, sewer, streets and drainage and applications are due February 7, 2019. If awarded, the grand funding would be in the Fall of 2019 or 2020. A survey would be required with 80 % response rate and 51% low income demographic. It would include address, number of occupants and a check besides and income range for*

that household. The survey would be conducted by employees or volunteers. 100% contact needs to be made and an 80 % response is required. The survey has an address, number of residents and check an income box. No names and no identifiers. Only a residential area with commercial properties on one side or one end would qualify, otherwise it must be an entirely residential area.

**b. Councilmembers Comments:**

*Sarah Beth Owen inquired as to if the council voted to apply for the grant, what date were the RFP's for project management sent out, when did the City know of this grant, when did they meet to apply for the grant and why was she or the rest of the Council just now informed of the grant. She questioned applying for this grant when the council voted down the last grant and it required a lesser match.*

*Rick Magers inquired as to what contributed to the score that makes the City more favorable. What if it is not in a residential area?*

*Randy Glover inquired as to if and what type of survey would be required, would it be door to door? Who does the survey? Employees or volunteers? Not your company? Does a refusal to complete the survey count as a response? Is there any way we can leverage this grant with or for other grants?*

**c. Close Public Hearing:**

*Mayor Lawrence closed the Public Hearing at 7:04 PM.*

**6. CITIZEN FORUM** – (State law prohibits the City Council from considering or deliberating on any item not listed on the posted City Council agenda. A person may address the Council on items not on the printed agenda. Comments are limited to three (3) minutes. The Council may not comment or deliberate regarding such statements or comments during this period. Any discussion of the subjects must be limited to a proposal to place the subject on the agenda for a future meeting. Sec. 551.042 of Open Meeting Act.

*Sarah Beth Owen stepped away from the council table and addressed the City Council from the Citizens podium. She stated her concerns regarding being unable to add items to the agenda as a city council member since August 2<sup>nd</sup>.*

**7. CONSENT AGENDA** (All consent agenda items are considered routine by City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Councilmember requests an item be removed and considered separately.)

**7.1 \*To approve bills** paid in October, 2018

**7.2 \*To review Ad Vorum** taxes received for the month of September

**7.3 \*Approve Minutes**

\*a. October 9, 2018

**7.4 \*Report from Fire Department – Chief Dwayne Henderson**

Incident County, Incident Type, Statistics, Responding Personnel, Grants, and equipment maintenance.

**7.5 \*Report from Library Director – Chris Ely**

Library statistics

**7.6 \*Report from Public Works Director – Brandon Latimer**

Leaks, New Well Construction, Wastewater Plant, Wells, Towers, Meters

**7.7 \*Report from Water Utility Clerk – Brandi Robinson**

Number of customers, delinquencies, number of new customers

**7.8 \*Report from Police Department – Chief Rick Webber**

Fuel Consumption, citations issued

**7.9 \*Report from Court Clerk – Rhonda Hicks**

Activity report

**7.10 \*Report from EMS Department – Chris Douglas**

Number of runs, fuel consumption, repairs to ambulance

**7.11 \*Financial Reports – Tona Shiplet**

Current financial reports.

*Councilmember Glover moved to remove item 7.8 Police Department report from the consent agenda and to approve the remaining consent agenda items. Councilmember Fenner seconded the motion. Motion carried 4-0. Councilmember Owen abstained.*

**7.8 Report from Police Department – Chief Rick Webber**

Fuel Consumption, citations issued.

*Councilmember Glover requested that the below information be included in December's report:*

1. Copy of the previous month's report submitted to the TDPS on drug-related arrests and drug seizures.
2. Copy of the previous month's report submitted to the TDPS for crime statistics under UCR or NIBRS reporting requirements. For the December meeting, I would like a status of providing the data for both programs for the missing months (Feb 2016 onward). Councilmember Glover noticed a very large number of traffic stops (185 last month) and wanted to understand if there was a specific reason for this. A review of the last few months reports shows a consistent pattern of higher traffic stops vs. last year. I want to know what is driving this increase in stops: increased traffic, increased emphasis, etc. Councilmember Glover moved to approve the Police Department Report. Councilmember Magers seconded the motion. Motion carried 5-0.

#### **8. Report from Mayor – Jamie Lawrence**

Update on the audit, Police Station, Water Project, TxCDBG will require a called meeting to accept Engineering Firm, proclamation of Municipal Court Week This is an excellent time to recognize municipal court, and to celebrate the court staff's dedication to justice, and promote traffic safety. Thank you note from Tracy Stenger for stop signs by the Children's park.

Dates of upcoming events:

- Nov 7 – Small Cities TCOG Training
- Nov 9 – Veterans Appreciation Day at High School 10:00 a.m. with lunch to follow hosted by the students
- Nov 12 – City Offices closed in honor of Veterans Day
- Nov 12 – Whitewright Community Development 4B (CDC) 7:00 p.m.
- Nov 13 – Whitewright Area Chamber of Commerce 5:30 p.m.
- Nov 16 – Coffee with the Mayor 8:00 a.m.
- Nov 19 – Whitewright Economic Development 4A (EDC) 5:00 p.m.
- Nov 21 – City Court 5:00 p.m.
- Nov 22 – City Offices closed in observance of Thanksgiving Holiday
- Nov 23 – City Offices closed in observance of Thanksgiving Holiday
- Dec 1 – Whitewright Area Chamber of Commerce Annual Christmas Parade
- Dec 4 – City Council 6:30 p.m.

#### **9. ACTION ITEMS**

- 9.1 Discuss and take action to adopt federal grant procurement policy. Resolution #454  
*Councilmember Fenner moved to approve Resolution #454. Councilmember Magers seconded the motion. Motion carried 4-1 with Councilmember Owen voting against.*
- 9.2 Discuss and take action to award Public Management, Inc. an administrative contract for an anticipated 2019/2020 TxCDBG application and project.  
*Councilmember Owen moved to discuss the agenda item. Councilmember Fenner seconded the motion. The history, process and timeframe of the TxCDBG was discussed. Councilmember Glover moved to approve the contract. Councilmember Bodine seconded the motion. Motion carried 4-1 with Councilmember Owen voting against.*
- 9.3 Discuss and approve the Letter of Engagement and Contract between the Eddie Peacock, PLLC and the City of Whitewright.  
*Councilmember Owen moved to approve the Letter of Engagement and Contract. Councilmember Bodine seconded the motion. Motion carried 5-0.*
- 9.4 Discuss and accept the resignation of George Fenner from the P&Z Board.  
*Councilmember Fenner moved to accept the resignation. Bart Bodine seconded the motion. Motion carried 5-0.*
- 9.5 Discuss and approve Philip Guthrie to P&Z board, Place 3 for term expiring 6/30/19, to replace George Fenner.  
*Councilmember Owen moved to approve Philip Guthrie to P&Z board. Councilmember Magers seconded the motion. Motion carried 5-0.*
- 9.6 Discuss and approve Barbara Hughes as an Alternate to P&Z board, with term expiring 6/30/2020.  
*Councilmember Fenner moved to appoint Barbara Hughes as an alternate to P&Z board. Councilmember Owen seconded the motion. Motion carried 5-0.*
- 9.7 Discuss and accept the resignation of Vickie Stanford from the Library Board  
*Councilmember Owen moved to accept the resignation. Councilmember Bodine seconded the motion. Motion carried 5-0.*
- 9.8 Discuss and approve the appointment of Stefan Kells to the Library Board to replace Vickie Stanford.  
*Councilmember Owen moved to appoint Stefan Kells to the Library Board. Councilmember Bodine seconded the motion. Motion carried 5-0.*

#### **10. EXECUTIVE SESSION**

*Mayor Lawrence read the Council into Executive Session at 7:50 P.M.*

The City Council will convene in closed session pursuant to the provisions of the Open Meeting Law, Chapter 551, Government Code.

Executive Session as authorized by Texas Government Code 551.071, Consultation with Attorney; to conduct a private consultation with its attorney when the governmental body seeks the advice of its attorney about pending or contemplated litigation or on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with this chapter (TOMA).

**Discussion concerning proposed health and safety lien litigation.**

Executive Session as authorized by Texas Government Code 551.074, Personnel Matters; to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee.

**City Secretary**

END EXECUTIVE SESSION

**11. RECONVENE**

*Mayor Lawrence called the regular meeting back into session at 9:26 P.M.*

Reconvene into regular session and consider action, if any, on items discussed in Executive Session.

*No action was proposed.*

**12. COUNCIL COMMENTS** regarding recognition of community members, city employees, and upcoming events.

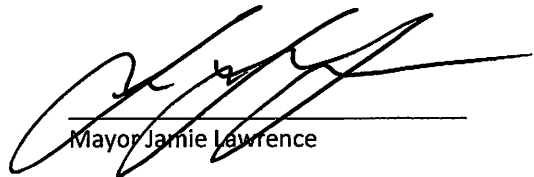
*Councilmember Owen recognized the Public Library Staff and volunteers for a successful book sale and extended appreciation for the use of the 'hardware' store building. She also commended the Chamber of Commerce and City staff for a successful Veterans Day Parade. She recognized the Downtown businesses and City Departments for a successful downtown Treat or Treat even with a rainy evening. She stated that not having the fall Chamber event caused the downtown business to suffer. She addressed Councilmember Magers regarding requesting her address. She continued and stated her concern that she was unable to add an agenda item to have all city employees utilize a Whitewright.com email address. She questioned if Councilmember Magers had filed a Conflict Disclosure since he now owns a business that is a vendor to the City of Whitewright. She continued on into other matters and Mayor Lawrence adjourned the meeting during her speaking at 9:28 P.M.*

**13. ADJOURN**

*Meeting was adjourned at 9:28 with gavel by Mayor Lawrence.*

ATTEST:

  
Tona Shipler – City Secretary

  
Mayor Jamie Lawrence