



CITY OF WHITEWRIGHT

City Council
Called Meeting

MINUTES

111 W. Grand

June 12, 2018

6:30 p.m.

The City of Whitewright met for a Called Meeting, Tuesday, June 12, 2018 at 6:30 p.m. in the Whitewright Visitors Center, the same being open to the public with the following members present:

Councilmember Sarah Beth Owen (Ms. Owen had to leave during the Workshop)
Councilmember Bart Bodine
Councilmember Rick Magers
Councilmember Randy Glover
Councilmember George Fenner

Others present: Mayor Jamie Lawrence, City Secretary Tona Shiplot, Brandon Latimer, Eric Prindle, David Lewis, Dwayne Henderson, Chris Ely, and Traci M. Barr

1. **Call meeting** to Order and Establish a Quorum:

Mayor Lawrence called the meeting to order at 6:30 p.m. and established a quorum. Councilmembers Owen, Bodine, Magers, Glover, and Fenner were present.

2. **Invocation** and Pledge of Allegiance:

Dwayne Henderson gave the Invocation and led the Pledge of Allegiance.

3. **Citizens 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).

No citizen speakers.

4. **Consent Agenda:**

* Minutes from May 16, 2018 Called Council meeting.

* Minutes from June 5, 2018 Monthly Council meeting.

Mayor Lawrence advised the Council there was an error in listing the minutes and they should be postponed. Councilmember Owen made the motion to postpone voting on the consent agenda items. Councilmember Fenner seconded. Motion carried 5-0.

5. **Action Items:**

5a. **Consider and act** on the purchasing camera system for new patrol car from Watch Guard

Councilmember Owen made the motion to purchase the camera system for the new patrol car from Watch Guard. Councilmember Bodine seconded. Motion carried 5-0.

6. **Open Workshop** brief of upcoming expenditures for projects and infrastructure needs by each department lead; establish calendar for planning purposes for upcoming budget and priorities of work for Whitewright.

Mayor Lawrence presented a PowerPoint presentation with an overview of the goals of the workshop.

Brandon Latimer presented information regarding Public Works. Water is the main priority, followed by sewer and roads. A loan is in the research phase for a new water well and related equipment. Discussion ensued about budgeting for future needs, a 2020 deadline for new wells, possible sites for a new well, the requirement to eventually cap Well 5 which is currently down due to the cost of repairs being prohibitive versus a new well, and the effect of future expansion of the city limits on the water system.

Options to install/repair/replace water lines with regard to potential damage to streets due to line locations were also discussed. According to TCEQ regulations, if a sewer line is found while installing or replacing water lines, the City is responsible for relocating them to be at least 9' away from water lines. We are grandfathered in regarding the location now. Some sewer lines are still clay pipe.

Existing water towers need maintenance, including new paint on the exterior, and the plan is to convert them to top fill so chlorine will be mixed instead of settling to the bottom of the tank.

Planning and Zoning codes need to be updated, and updated on the Municode site in order to be searchable.

A concept for a transportation fee was mentioned as a potential way to raise funds for road repairs. Options for strategies to repair streets were discussed.

Mayor Lawrence presented information from Chief Webber regarding the needs for the Police Department. A major issue is facilities, with a need for an evidence room and secure weapons space. Vehicles are on a replacement schedule, so future vehicles need to be included in future budgets, and other options such as fleet service may be considered.

Councilmember Bodine asked about the existing emergency services building, and urged for repairs to deal with drainage issues, mold, asbestos, etc. versus building a new facility. The City owns the building and it's in a good location, so Councilmember Bodine felt fixing it would be more cost effective and something citizens would be more likely to get behind instead of funding a new building.

Chief Dwayne Henderson spoke about Fire Department needs. Vehicles and equipment are old but still functional, so replacements are not immediately needed but should be prioritized and included in future budgets. The department is volunteer staffed, but most volunteers have a full-time job and aren't always available when needed. According to TML rules, members of Public Works can clock out of their regular jobs and work as a volunteer firefighter. Public Works employees have experience with responding to fire calls, but the rules would penalize them on their paid hours.

Currently, volunteer firefighters receive a credit on their water bill if they respond to a set number of calls during the month, but volunteers outside the city limits are not eligible. An annual stipend was suggested to remedy this and improve retention, requiring a percentage of training to be completed in order to qualify.

City codes need to be updated and enforced. The building permit system needs to be improved to increase the inclusion of the fire chief in the process. The Fire Department needs to be included in the City's shared server in order to access permit information. A database module may be added to handle permits and other fire department issues, which in turn would allow for better reporting.

A grant proposal is being planned for Oliver Dewey Mayor Foundation for new facilities, but more research is needed regarding location and building design.

Consolidating the Fire Department and EMS was discussed, which would streamline services, increase the personnel pool to allow for more shifts, and improve grant opportunities.

Mayor Lawrence presented information from EMS Director Chris Douglas. A new ambulance is needed, and the cost has increased due to the new requirement of having a power lift system for the stretcher, plus a second cardiac monitor and life pack are also needed.

Library Director Chris Ely presented information about library needs. Councilmember Bodine, who is also on the library advisory board, pointed out that most of the needs are related to building maintenance. The entire building needs roof repair/replacement and general maintenance. Mayor Lawrence has spoken with someone about putting a new metal roof over the current flat roof, with a pitch to drain water properly.

A priority is new flooring, with the carpet in the main library original from 1978, and the carpet in the back room and meeting room (former council room) in need of cleaning at a minimum. The HVAC system was installed within the last five years, but does not connect to either of the back rooms. The doors to the library need repair or replacement.

The community room has two sliding panels, and the library would like to convert to a solid wall on one side and a partial wall with a door on the other, in order to maximize space usage. The room also needs LED panel lights versus the current can lights, and the "dining room" area outside the kitchen also needs LED panels.

Additional staffing would be beneficial to extend hours of service to the community. A new front desk area would be helpful due to the current one not being ergonomic nor designed for computer use, and needs to better accommodate waiting on children and people using wheelchairs.

Wireless printing and a 3D printer are also being considered, with the community room also serving as a "makerspace" for the public. New shelving is also being considered, as current shelves were not designed for audio-video material. Grant funding will be sought to add these items.

Mayor Lawrence said an additional employee for City Hall is under consideration, possibly focused on code enforcement and building permits. He also spoke regarding several upcoming deadlines regarding audits, budget, and Vorum taxes, etc. Tona Shiplet discussed increased costs for employee health insurance, and that a benefits waiting period was now in place.

Additional workshops were scheduled for June 18th at 10:30 and June 22nd at 10:30 a.m.

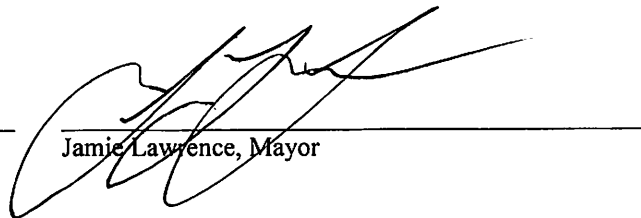
7. **Adjourn:**

Councilmember Magers made the motion to adjourn the meeting. Councilmember Glover seconded. Motion carried 4-0, due to Councilmember Owen having to leave before adjournment.

ATTEST BY:



Tona Shiplet, City Secretary



Jamie Lawrence, Mayor