

MINUTES OF THE CROCKETT CITY COUNCIL MEETING HELD ON THE 12th DAY OF MAY 2009 IN THE CITY HALL COUNCIL CHAMBERS, LOCATED AT 200 NORTH FIFTH IN THE CITY OF CROCKETT, HOUSTON COUNTY TEXAS AT 6:00 P.M.

THE COUNCIL MET IN SPECIAL SESSION WITH THE FOLLOWING MEMBERS PRESENT: WAYNE MASK, DARIUS KITCHEN, NATHAN GARDNER, JACKIE JONES & BILL HOLCOMB. CITY OFFICIALS PRESENT: CITY ADMINISTRATOR RONALD DUNCAN, CITY SECRETARY MITZI THOMPSON, POLICE CHIEF JIMMY FISHER AND FIRE CHIEF DARRELL DECKARD. JAMES HALL NOT PRESENT.

1. OPEN MEETING WITH INVOCATION AND PLEDGE

Mayor Mask called the formal session open. Mayor Mask gave the invocation and all joined in the pledge.

2. RECOGNITION OF VISITORS

Mayor Mask recognized all visitors present.

3. APPROVAL OF MINUTES: REGULAR MEETING – APRIL 20, 2009

Mayor Pro Tem Holcomb made a motion to approve the minutes of the April 20, 2009 Regular Meeting. Council member Gardner seconded the motion. Motion passes 4-0.

4. CANVASS ELECTION RETURNS

Mayor Mask asked Mayor Pro Tem Holcomb and Council members Jones and Gardner to canvass the election returns from Early Voting and the May 9, 2009 General Election. After review, a motion was made by Mayor Pro Tem Holcomb to approve the canvass of the votes of the May 9, 2009 General Election as follows:

	<u>EARLY VOTES</u>	<u>ELECTION DAY</u>	<u>TOTAL</u>
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FOR PRECINCT ONE - CITY COUNCIL

Ansel Bradshaw	68	71	139
James Hall	47	32	79

EARLY VOTES ELECTION DAY TOTAL

FOR PRECINCT TWO - CITY COUNCIL

Darrell Jay Jones	3	1	4
Woodrow Woody Jones, Sr.	8	39	47
Crystal Haynie	10	5	15
Darius J. (Skeeter) Kitchen	17	25	42
Robert K. Meadows	31	50	81

FOR MAYOR - CITY COUNCIL

Wayne Mask	224	260	484
Renea Cook Minter	62	149	211

Council member Jones seconded the motion. Motion passes 4-0.

5. **ADMINISTER OATH OF OFFICE TO MAYOR AND COUNCIL MEMBERS**

City Administrator Duncan administered the Oath of Office to Wayne Mask and Ansel Bradshaw.

6. **CONSIDER ORDER CALLING FOR RUNOFF ELECTION**

Mayor Pro Tem Holcomb made a motion to approve the order calling for the June 6, 2009 Run Off Election between Woodrow Jones and Robert Meadows. Council member Jones seconded the motion. Motion passes 5-0.

7. **CONSIDER AND APPROVE A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CROCKETT, HOUSTON COUNTY, TEXAS APPOINTING THE ELECTION OFFICIALS FOR THE JUNE 6, 2009 RUNOFF ELECTION, SETTING THE RATE OF PAY FOR THE ELECTION OFFICIALS, THE MAXIMUM NUMBER OF ELECTION CLERKS FOR THE POLLING PLACE AND DESIGNATION OF THE EARLY VOTING BALLOT BOARD**

Mayor Pro Tem Holcomb made a motion to approve the Resolution of the City Council of the City of Crockett, Houston County, Texas appointing the election officials for the June 6, 2009 Runoff Election, setting the rate of pay for the election officials, the maximum number of election clerks for the polling place and designation of the early voting ballot board. Council member Jones seconded the motion. Motion passes 5-0.

8. **POLICE DEPARTMENT MANPOWER & CRIMINAL INCIDENT REPORT FOR APRIL**

Police Chief Fisher reported for the time period of April 20, 2009 thru April 30, 2009; 16 total manpower, 0 reserve manpower, 892 total manpower hours, 0 total reserve manpower hours, 228 total calls, 4 total accidents. Police Chief Fisher also

reported for the time period of May 1, 2009 thru May 11, 2009; 16 total manpower, 0 reserve manpower, 831 total manpower hours, 0 total reserve manpower hours, 251 total calls, 6 total accidents. A breakdown of the criminal reports is included in the packets.

9. FIRE DEPARTMENT MONTHLY ACTIVITY AND STATUS REPORT FOR APRIL

Fire Chief Deckard reported for the month of April the following: 36 total calls. A breakdown is included in the packets.

10. CONSIDER AND APPROVE AN ORDINANCE OF THE CITY OF CROCKETT, TEXAS, ADOPTING A WATER CONSERVATION PLAN; PROVIDING FOR THE REPEAL OF ALL ORDINANCES IN CONFLICT; AND PROVIDING FOR AN EFFECTIVE DATE

Mayor Mask explained that the legislature states that municipalities with 3,300 water customers have to come up with a Water Conservation Plan. Mr. Duncan said that this is a TCEQ mandate, which calls for the city to publish twice a year a report to customers. Mayor Pro Tem Holcomb recommended some changes be made in the wording of the document to include items such as a definition section and the ability to utilize new technology such as the Internet in various places throughout the proposal. Mayor Pro Tem Holcomb elaborated on several other aspects he would like to see revisited before a final version was submitted to the state. Mr. Duncan stated a draft had been submitted to meet the deadline, but there could be a revised version submitted after council consideration. Mayor Pro Tem Holcomb made a motion table the Ordinance adopting a Water Conservation plan until there is a revised version to be reviewed. Council member Jones seconded the motion. No action, item tabled.

11. CONSIDER AND APPROVE CONTRACT WITH GARY R. TRAYLOR AND ASSOCIATES FOR GRANT MANAGEMENT SERVICES FOR THE CITY'S 2008 HOME PROGRAM CONTRACT #1001009

Mr. Duncan said the city received only one submission after advertising as a result of request for proposals and that Traylor and Associates had administered the program for the city for several years. Mr. Duncan explained that a maximum fee of \$60,000.00 would be paid to Traylor and Associates and this fee is determined by the Texas Department of Housing and Community Affairs based on the size of the grant. Mr. Duncan said the program would construct a minimum of five homes and the first applicants meeting would be held on June 11th. Mr. Duncan also explained that Traylor and Associates fee would be taken from the \$300,000.00 grant and the city's portion of the grant amounted to about \$54,000.00. Mr. Duncan stated the project fund was \$375,000.00 and there was administration of \$7,500.00 which would make the project fund balance \$376,815.00. Mayor Pro Tem Holcomb made a motion to approve the contract with Gary R. Traylor and Associates for grant management services for the city's 2008 Home Program Contract #1001009. Council member Kitchen seconded the motion. Motion passes 5-0.

12. CONSIDER AND APPROVE A RESOLUTION OF THE CITY OF CROCKETT AUTHORIZING THE FILING OF A GRANT PROPOSAL, TO THE DEEP EAST TEXAS COUNCIL OF GOVERNMENTS (DETCOG), FOR THE CITY OF CROCKETT SUMMER WORK PROGRAM UNDER THE SOCIAL SERVICE BLOCK GRANT (SSBG), HURRICANE RITA DISASTER RELIEF FUNDING, FOR AT-RISK YOUTH AND OLDER AMERICANS ACTIVITIES SUMMER PROGRAM; AUTHORIZING WAYNE MASK, MAYOR, AND RONALD M. DUNCAN, CITY ADMINISTRATOR TO ACT ON BEHALF OF THE CITY OF CROCKETT IN ALL MATTERS RELATED TO THE APPLICATION; AND PLEDGING THAT IF A GRANT IS RECEIVED THE CITY OF CROCKETT WILL COMPLY WITH THE GRANT REQUIREMENTS OF THE DEEP EAST TEXAS COUNCIL OF GOVERNMENTS, THE TEXAS HEALTH AND HUMAN SERVICES COMMISSION (THHSC) AND THE STATE OF TEXAS

Mr. Duncan stated the grant would fund about twenty-six positions for the youth and seniors which will become a City of Crockett Summer Program; undertaking community projects during the summer. Mayor Pro Tem Holcomb made a motion to approve a Resolution of the City of Crockett authorizing the filing of a grant proposal, to the Deep East Texas Council of Governments (DETCOG), for the City of Crockett Summer Work Program under the Social Service Block Grant (SSBG), Hurricane Rita Disaster Relief Funding, for At-Risk Youth and Older Americans Activities Summer Program; authorizing Wayne Mask, Mayor, and Ronald M. Duncan, City Administrator to act on behalf of the City of Crockett in all matters related to the application; and pledging that if a grant is received the City of Crockett will comply with the grant requirements of the Deep East Texas Council of Governments, the Texas Health and Human Services Commission (THHSC) and the State of Texas. Council member Jones seconded the motion. Motion passes 5-0.

13. CONSIDER AND APPROVE DEDICATION OF UTILITY EASEMENT TO THE CITY OF CROCKETT FOR WATER SERVICE LINES FOR THE REANNASSANCE SURGERY CENTER PROPERTY LOCATED AT 1407 E. HOUSTON AVENUE

Mr. Duncan explained this easement is along with what is projected as a road and has two eleven foot easements for water service lines. Mayor Pro Tem Holcomb said he wanted it clarified that there are to be two eleven foot easements adjacent to roadway. Mayor Pro Tem Holcomb made a motion to approve dedication of utility easement to the City of Crockett for water service lines for the Renaissance Surgery Center property located at 1407 E. Houston Avenue. Council member Kitchen seconded the motion. Motion passes 5-0.

14. COMMENTS FROM AUDIENCE OR COUNCIL

Council member Gardner – water rate complaints, new ideas from Council member Bradshaw

Council member Bradshaw – present plan next council meeting giving city opportunity to make tens of thousands of dollars per year without costing the city a penny

15. ADJOURNMENT

With no more business to consider, meeting was adjourned at 6:45 P.M.

Wayne Mask, Mayor

ATTEST:

Mitzi Thompson, City Secretary