

**JOINT MINUTES
NORTHEAST TEXAS ECONOMIC DEVELOPMENT DISTRICT AND
ARK-TEX COUNCIL OF GOVERNMENTS BOARD OF DIRECTORS MEETING
June 24, 2021**

The Northeast Texas Economic Development District (NETEDD) and the Board of Directors of the Ark-Tex Council of Governments (ATCOG) met at 10:00 a.m., Thursday, June 24, 2021, at the Titus County Extension Office, located at 1708 Industrial Road, Mt. Pleasant, Texas, as well as, via teleconference/webinar.

Item 1. L.D. Williamson, Judge, Red River County, called the meeting to order, with a quorum present.

Item 2. Scott Norton, CEO, TexAmericas, gave the invocation.

Item 3. Public Comment.

No members of the public made a comment.

NETEDD Agenda Items

Item 4. The first order of business was to review and consider approval of the minutes as submitted for the NETEDD meeting held Thursday, March 25, 2021, via teleconference/webinar.

Motion to approve was made by Scott Lee, Judge, Franklin County, and seconded by Robert Newsom, Judge, Hopkins County. No further discussion. Motion carried. It was approved.

Item 5. Toni Lindsey, Regional Development Manager, presented for consideration and approval of the submission of a grant application to the US Department of Agriculture Rural Utilities Service Revolving Funds for Financing Water and Wastewater Projects.

Motion to approve was made by Becky Wilbanks, Judge, Cass County, and seconded by Brian Lee, Judge, Titus County. No further discussion. Motion carried. It was approved.

This concluded all NETEDD Agenda Items.

ATCOG Board of Directors Agenda Items

Item 6. Chris Brown, Executive Director, introduced and welcomed the appointed ATCOG Board members:

- Rebecca Crawford, Alderman, City of Deport
- Harold Nash, Sr., Councilman, City of Sulphur Springs
- Gary Spraggins, Councilman, City of Sulphur Springs

Following the Board member introductions, Mr. Brown introduced Ms. Marla Matthews as the new ATCOG Executive Assistant.

Mr. Brown then presented the following consent agenda items:

- Approval of the minutes as submitted for the ATCOG Board of Directors meeting held Thursday, March 25, 2021, via teleconference/webinar.
- Acceptance of the minutes as submitted for the Area Agency on Aging Regional Advisory Council meeting held Thursday, June 3, 2021, via teleconference/webinar.

- Acceptance of the minutes as submitted for the Solid Waste Advisory Committee meeting held Tuesday, June 1, 2021, via teleconference/webinar.
- Acceptance of the submission of a Section 5311 – Rural Area Federal Formula Program renewal application to the Texas Department of Transportation.

Motion to approve was made by John Sellers, Mayor, Sulphur Springs, and seconded by Robert Newsom, Judge, Hopkins County. No further discussion. Motion carried. It was approved.

Review and Comment

Item 7. Paul Prange, Environmental Resources Coordinator, presented for review and comment on applications to Texas Commission on Environmental Quality (TCEQ) to renew permits.

- U.S. Department of the Army, Red River Army Depot
- Petty Water Supply and Sewer Service Corporation, Lamar County, Texas

Motion to approve was made by Scott Lee, Judge, Franklin County, and seconded by Stan Wyatt, NETX Municipal Water District. No further discussion. Motion carried. It was approved.

Item 8. Mary Beth Rudel, Deputy Director, presented for review and comment on a grant application by the Salvation Army Texarkana, Arkansas, to be submitted to the U.S. Department of Housing and Urban Development for an Emergency Solutions Grant for year 2021-2022.

Motion to approve was made by Judge Brian Lee, and seconded by Judge Scott Lee. No further discussion. Motion carried. It was approved.

Regular Business

Item 9. Lisa Reeve, Manager, presented for consideration and approval of the revised Area Agency on Aging (AAA) Policy and Procedures.

Ms. Reeve stated that the policy format was completely changed to comply with State requirements, but that only minor content changes were made.

Motion to approve was made by Judge Scott Lee, and seconded by Mayor John Sellers. No further discussion. Motion carried. It was approved.

Item 10. Mr. Prange presented for consideration and approval of membership changes on the Solid Waste Advisory Committee (SWAC).

- Appointment - Daci Rawson, appointed by the SWAC to serve as representative for Hopkins County, Texas

Motion to approve was made by Judge Newsom and seconded by Mayor Sellers. No further discussion. Motion carried. It was approved.

Item 11. Mae Lewis, Director of Housing Programs, presented for consideration and approval of the ATCOG Housing Choice Voucher Program Annual Plan.

Motion to approve was made by Judge Brian Lee and seconded by Mr. Scott Norton. No further discussion. Motion carried. It was approved.

Item 12. Ms. Lewis presented for review and approval of the submission of an application to Texas Department of Housing and Community Affairs for 2021 Emergency Solutions Grant (ESG) Program funds.

Motion to approve was made by Mr. Wyatt and seconded by Judge Wilbanks. No further discussion. Motion carried. It was approved.

Item 13. Ms. Rudel presented the review and consideration for approval of revisions to the ATCOG Policies and Procedures Manual.

The following revision to the policy and procedures manual was proposed:

- 9.13 Telecommuting policy will be added in section 9.0 Work Schedules and Time Reporting of the manual.

Motion to approve was made by Judge Newsom and seconded by Ann Rushing, Mayor, City of Clarksville. No further discussion. Motion carried, approved unanimously.

Item 14. Leslie McBride, Human Resources Director, presented for consideration and approval for the authorization of the Executive Director to sign the Rerate and Benefit Verification Form with Texas Municipal League Health to continue to provide health, dental and life insurance benefits to staff for Plan Year 2021-2022.

ATCOG proposed to make a defined contribution of \$789.82, a 2% Increase, or \$16.78 increase per month, to each employee per month.

Motion to approve was made by Judge Brian Lee and seconded by Mr. Wyatt. No further discussion. Motion carried. It was approved.

Item 15. Melinda Tickle, Finance Director, presented for consideration and approval of the Investment Policy that establishes procedures to be followed in investing funds for ATCOG.

Motion to approve was made by Judge Wilbanks and seconded by Mr. Wyatt. No further discussion. Motion carried. It was approved.

Item 16. Ms. Tickle presented for consideration and approval of the Accounting Policy and Procedures Manual that establishes procedures to be followed in the ATCOG Finance Department.

Motion to approve was made by Judge Newsom and seconded by Mayor Sellers. No further discussion. Motion carried. It was approved.

Item 17. Ms. Tickle, presented for consideration and approval of the proposed Salary Schedule for ATCOG for fiscal year ending September 30, 2022.

Motion to approve was made by Scott Lee, seconded by Scott Norton. No further discussion. Motion carried. It was approved.

Item 18. Mr. Chris Pruitt, Pattillo, Brown & Hill, L.P., for ATCOG Board review and consider and consideration for approval of ATCOG Financial Statement and Auditor's Report for the twelve-month period ending September 30, 2020.

Ms. Tickle introduced Mr. Pruitt to present the Financial Statement and Auditor's report.

Motion to approve was made by Mayor Sellers and seconded by Mr. Wyatt. No further discussion. Motion carried. It was approved.

Item 19. Mr. Brown presented for consideration of approval to cancel the July ATCOG Executive Committee Meeting.

Motion to approve was made by Gary Spraggins, Councilman, Sulphur Springs, and seconded by Judge Brian Lee. No further discussion. Motion carried. It was approved.

Other Business

Item 20. Mr. Brown discussed the FY22 Financial Work Plan preparations. He stated that a draft budget will be presented to the ATCOG Executive Committee in August

Judge Newsom thanked Mr. Brown and the ATCOG Team for a successful 2020.

Mr. Brown introduced Mr. Keith Whitfield, City Manager of Daingerfield.

Announcements

Mr. Brown announced that the next Executive Committee meeting will be held August 26, 2021, at 10:00 a.m., at the Titus County Extension Office, Mt. Pleasant, Texas, as well as via teleconference/webinar.

With no further announcements, Judge Williamson adjourned the meeting.

NETEDD BOARD MEMBERS PRESENT

Ann Rushing, Mayor, City of Clarksville
Becky Wilbanks, Judge, Cass County
Brian Lee, Judge, Titus County
John Sellers, Mayor, City of Sulphur Springs
L.D. Williamson, Judge, Red River County
Robert Newsom, Judge, Hopkins County
Scott Lee, Judge, Franklin County
Scott Norton, President/CEO, TexAmericas Center
Stan Wyatt, NETX Municipal Water District

EXECUTIVE COMMITTEE MEMBERS PRESENT

Ann Rushing, Mayor, City of Clarksville
Becky Wilbanks, Judge, Cass County
Brian Lee, Judge, Titus County
John Sellers, Mayor, City of Sulphur Springs
L.D. Williamson, Judge, Red River County
Robert Newsom, Judge, Hopkins County
Scott Lee, Judge Franklin County
Scott Norton, President/CEO, TexAmericas Center
Stan Wyatt, NETX Municipal Water District

ATCOG BOARD MEMBERS PRESENT

Gary Spraggins, Councilman, City of Sulphur Springs
Harold Nash, Councilman, City of Sulphur Springs
Lowell Walker, Mayor, City of DeKalb
Rebecca Crawford, Alderman, City of Deport

GUESTS PRESENT

Brandon Mallory, Pittsburg Gazette
Chris Pruitt, Pattillo, Brown & Hill, L.P.
Glenda Bassham, Sulphur Springs Hopkins County Economic Development Corporation
Kim Cox, Paris News
Reece DeWoody, Senator John Cornyn's Office
Todd Kleiboer, Sulphur Springs News Telegram

STAFF MEMBERS PRESENT

Chris Brown, Executive Director
Leslie McBride, Human Resources Director
Lisa Reeve, Area Agency on Aging Director
Marla Matthews, Executive Assistant
Mary Beth Rudel, Deputy Director
Melinda Tickle, Finance Director
Melody Harmon, Economic Development Manager
Patricia Haley, Criminal Justice Coordinator
Paul Prange, Environmental Resources Coordinator
Rea Allen, 9-1-1 Program Director
Toni Lindsey, Regional Development Manager
Whitney Fezell, Homeland Security Coordinator



L.D. Williamson, President
Northeast Texas Economic Development Board

ATTEST:


