



MINUTES OF A REGULAR PUBLIC MEETING
5:30 p.m. – Tuesday, October 9th, 2018
City Council Room – 125 S Texas

City Council Approved on November 12th, 2018

- 1. CALL TO ORDER** – Mayor Pro-Tempore Whitney called the meeting to order at 5:32 pm.
- 2. ROLL CALL** - Council members present for roll call were as follows; to wit: Sarah Childers, Jon Awbrey, Bob Whitney and James Beck. Council members not present for roll call were as follows; to wit: Terry Scott and Jaye Golden.
Staff members present for said meeting were as follows: David Denman (City Administrator), Melenda K. Harbour (City Secretary), Sarah Cogburn (Assistant City Secretary) James Dyson (Chief of Police) and Rebecca Hurteau (Librarian).
- 3. INVOCATION** - Beck gave the invocation.
- 4. PUBLIC COMMENT** – No public comments were made.
- 5. Mayor Report** – No report.
- 6. Public Works Report** – Denman stated that, Corey, Brad and Denman had been in charge of Public Works since being short-handed. Since the last meeting he stated they had put in two culverts and had three left to go. He continued the City’s engineer from Jacob Martin had come on for 16 hours per week so we would be compliant with two class C licenses, and he had been working with Brad for the most part. He also stated there was a leak in the police department’s roof that didn’t appear to have been caused by hail, but Red Oak Roofing had agreed to come out and assess the situation since they had roofed the building within the past 5 years. He concluded the report saying the repairs to the senior citizen’s building had been done.
- 7. Police Chief Report** – Chief Dyson began with his monthly stats report covering arrests, citations, reports, warnings and other various statistics. He also presented a comparison sheet from the Court which showed he had written four more citations than the PD report showed, saying he wasn’t sure where the error had occurred but he would address it. He asked Council if they had received the “calls sheet” he had emailed out which listed calls taken for the month of September 2018.
He continued by addressing a list of desired goals for the police department to work on which he had received from the City Council at the last meeting, saying he had successfully cut down his office time from roughly 80% to 10-15% with the help of a keyboard he had found to put in his truck.
Secondly, he stated the police did recognize and address the drug problem in De Leon and had several things in the works that he couldn’t really discuss right now, but an arrest had been made and others were in the works.
Third, he continued that the Council wanted him to pursue finding a fourth officer and so far the position was being advertised on TML, Facebook and the Texas Police Officers Association, and that he had an applicant who would need to attend the academy and another who was licensed that may apply.
Fourth, he addressed the Council’s desire for the police department to generate tickets, saying as shown in the statistic report that the ticket counts were way up. He touched briefly on the ordinance violations too saying typically an officer would go talk to the residents of the property or send them a letter giving a verbal warning before a citation was issued. He added recently they had been a little more lenient than usual on tall weeds and grass violations as the rain made it difficult to mow.
Fifth, he addressed the Council’s desire for him to provide field training hours for Officer Dycus saying proper records of her training were not kept when she received her license initially, but he was working with the state to bring her licensing up to date. He continued that when a fourth officer was hired he would come in and give her field training, but had discussed various things with her already such as report tips and has answered various questions she has asked.
Sixth, he addressed improving public relations saying an instance had come up where one of the officers had gone to a game off duty and didn’t socialize with anyone except EMS and other law enforcement officers, and at Council’s request he had handled the issue with that officer.

Seventh, he addressed Council's request to be gender sensitive saying in the past Dycus felt she had been treated as a Secretary more than an officer. Dyson named multiple titles Dycus maintained saying each of them required considerable paperwork. He continued by addressing another issue Council had voiced, saying it had been brought to his attention himself and the other officer had been giving Dycus work which she felt shouldn't be a part of her workload. Dyson stated he had resolved the issue.

Eighth he addressed communication issues which had been voiced by Council previously, saying the officers had been making phone calls between themselves and leaving each other sticky notes on certain things to communicate.

Ninth, he addressed taking responsibility for being on call saying Jonap and Dycus were working back to back shifts so he wouldn't be on call as often when he was off duty.

Tenth, he addressed the enforcement of City ordinances again directing Council to the stats report which indicated several ordinance violations were being addressed.

Whitney, who was presiding, addressed Council asking if there was any need to have the Chief's executive session on the agenda. Council responded there was not.

8. Emergency Management Report – Ray Helburg was not present but Awbrey reported the drought index was 0-300, and that Texas was currently 100% saturated. He continued Lake Proctor was up 6 ½ feet, and that there was no need for a burn ban.

9. Parks Committee Report – Awbrey reported he felt the Parks Committee had accomplished what they set out to do, and he felt it was time to create new committees to address other issues around town. He stated economic development was not being utilized as it should be, and the EDC board was aware of various resources but was not utilizing them. Whitney stopped him saying it really couldn't be talked about since it was not on the agenda, but it would be added to the next agenda.

10. Library Committee Report – Rebecca Hurteau, Librarian, was present to give the Library Committee Report. She began by saying she was in the process of making the Library more user friendly by changing the order of the books from Dewey coding to subject matter, keeping the shelves no more than 75% full to improve circulation. She also had calls in to the school to see how the Library could work with them to partner to better serve students, a new bulletin board was going up to showcase community events and opportunities and the windows had been decorated for fall and Halloween.

She added things were being planned for the Library such as a 1,000 books before kindergarten program to promote early literacy, blind date with a book program for Valentine's day which was a fairly common program, recruiting volunteers to organize a Friends of the Library group, Summer Reading program with high school kids for month of July and a Tocker Foundation & Hanscher Foundation grants.

Hurteau also presented a usage report for the Library's internet services, saying there were 500 internet logins for the month of September.

11. Municipal Court Report – Cogburn presented the Council with a financial report for the Court that covered September and also year ending. Cogburn stated the City had kept \$1,210.00 and remitted \$1,270.00 to the state, totaling costs collected for the month at \$2,480.00. Cogburn continued there had been \$0.00 waived for indigency, explaining indigency meant people who couldn't pay or perform community service. She continued between seven individuals \$1,727.79 had been given in jail credits and community service.

For the year ending Cogburn presented a total of \$18,522.00 kept by the City for 17-18 and \$12,691.00 remitted to the state for the same, totaling \$31,216.00 monies collected total for the 17-18 year by the Court. She continued \$1,007.00 had been waived for indigency and \$22,290.42 had been credited for jail time and community service for the year.

Continuing with the Court report Cogburn stated the Court training for Wendt was going well, reminding Council she (Cogburn) would be resigning her position in the spring of 2019. She stated she had fully turned the Court over to Wendt, so she would get all of the day in and out experience needed to manage the Court as effectively as possible.

12. City Secretaries' Report – Harbour reported the City was in the process of getting an updated TCEQ permit for the waste water plant, and also the City had a violation from TCEQ for the first quarter as a quarterly report for chlorine was not submitted. Harbour stated she was not sure what the repercussions would be at this point but she would deal with it as it came in.

13. City Administrator Report – Denman reported the financial statements for funds General and Utility saying the General Fund appeared to be \$219,698.00 in the red, and the Utility Fund appeared to be \$424,080.00 in the green, thus yielding a difference between the two funds of a positive \$204,382.00. Denman informed the Council that \$32,000 for unpaid insurance bills plus a bunch of other unpaid bills would be diminishing that positive balance.

14. CONSENT (AUTOMATIC APPROVAL) 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 Council Member requests an item to be removed and considered separately)*

a. Approval of Minutes – September 10th, 2018, September 17th, 2018 and September 24th, 2018 – Childers made a motion to approve all sets of minutes, with corrections to the September 17th minutes. Beck seconds that motion. All members present were in favor; motion passed.

15. REGULAR AGENDA: *(Discuss and take action separately on the following items)*

A. Request to allow Alcohol in City Hall Auditorium on Dec 15th- Morgan – Daryl Brown was present on behalf of James Morgan stating Morgan was out of town. Brown stated they were planning to have a private party with alcohol (BYOB) and dancing on December 15th, and had already addressed the security with the police chief and were needing to address the alcohol. Childers made a motion to allow alcohol in the auditorium for this event. Beck seconds that motion. All members present were in favor; motion passed.

B. Request to allow Alcohol in City Hall Auditorium Oct 27th-Hernandez – Lisa Hernandez was present and stated she was having a birthday/Halloween party for her daughter on October 27th, and would like the event to be BYOB with dancing. Whitney asked if she had consulted the PD for security, to which she answered she had. Childers made a motion to allow alcohol in the auditorium for this event. Beck seconds that motion. All members present were in favor; motion passed.

C. Volunteer Fire Department Agreement with City of De Leon – Heath Matteson and Michael Reyna were present on behalf of the department, and addressed the Council with Harbour informing them of what changes had been made to the contract since last year. The changes consisted of inventory updates, removing a section regarding fuel bills as the department pays their fuel bills independently now, and a final change re-writing a section to allow the department to produce financial records at the City's request instead of on a monthly basis. Childers made a motion to approve the contract with the Volunteer Fire Department. Awbrey seconds that motion. All members present were in favor; motion passed.

D. Employee Health Insurance Rates-Michelle Beck – Michelle Beck of the Stephenville Frasier Agency addressed the Council stating it was time to renew the employee's insurance plan provided by the City. She presented a BCBS HMO for \$455.09 a month per employee, a TML PPO for \$546.27 a month per employee, a BCBS PPO for \$630.42 a month per employee and another TML PPO for \$500.62 a month per employee. Whitney voiced concerns he had not received any employee input on the current insurance policy, asking Denman if he had received input. Denman stated not much but the City had budgeted \$503 a month per employee for health insurance, and Whitney stated he felt the employees should make the decision between the \$455.09 plan and \$500.62 plan. Beck stated the insurance was a benefit to the employees. No action was taken on this item, as it was agreed Michelle Beck would meet with employees for them to decide between the two policies.

E. Ordinance #012-18, Imposing a Curfew – Dyson addressed the Council saying the Curfew Violation ordinance expires every three years and ours had expired last year. Awbrey asked Beck if he was on Council when this ordinance had been passed, wondering if he knew the reason for it. Beck stated it was to deal with a small gang who had been vandalizing the town. Council addressed Dyson asking if the ordinance was

needed, to which Dyson stated it was due to a long time De Leon resident's car that had been egged awhile back. Dyson stated that he didn't really enforce the ordinance until after midnight unless he felt there was some suspicious activity going on, in which case the ordinance became a handy tool. Discussion followed whether or not 9 pm was too early of a curfew time, but after discussion of the officer's discretion which was Dyson not enforcing it until after midnight Council determined to leave it at 9 pm to give the officers more time to work with. All present members of the Council voted in favor to pass the first reading of the new curfew ordinance.

F. Ordinance #013-18, Schedule of Fees– Council asked why this was again on the agenda since this ordinance had just been re-done. Harbour answered last month we couldn't put the new tax rate in the fee schedule ordinance since it wasn't effective at that time, but the we went ahead and did that ordinance to raise water rates on the next bill. All present members of the Council voted in favor to pass the first reading of ordinance #013-18.

****At 6:43 pm the meeting adjourned into executive session.****

G. Executive Session- The Council may enter in to Executive Session under Government Code Section 551.074, Personnel Matters; City Administrator Duties – No action was taken on this item.

H. Executive Session- The Council may enter in to Executive Session under Government Code Section 551.074, Personnel Matters; Chief of Police Duties – This item was not addressed as an executive session item due to the needed content being shared with the Council in Open Session during the Police Chief Report. No action was taken.

****At 7:57 pm, the meeting re-opened to the public.****

16. ITEMS OF COMMUNITY INTEREST:

- Expression of thanks, congratulations or condolences.
- Information regarding holiday closings.
- Honorary recognition of city officials, employees or other citizens.
- Reminders about upcoming events sponsored by the City or other entity that is scheduled to be attended by a city official or city employee.

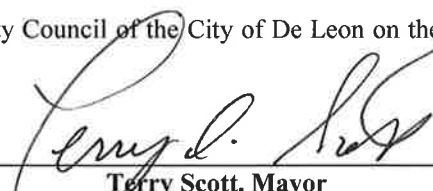
17. ADJOURN – At 7:57 p.m., Mayor Pro-Tempore Whitney adjourned the meeting.

CERTIFICATION

I, *Sarah Cogburn*, Assistant City Secretary for the City of De Leon, Texas, do hereby certify in good faith the above and foregoing is true and correct of the **Regular Meeting** by the City Council of the City of De Leon and of the minutes pertaining thereto on the **9th** day of **October, 2018**.


Sarah Cogburn, Assistant City Secretary

READ, PASSED and APPROVED by the City Council of the City of De Leon on the **12th** day of **November, 2018**.


Terry Scott, Mayor


ATTEST: 
Melenda K. Harbour, City Secretary