

**MINEOLA CITY COUNCIL MINUTES  
REGULAR MEETING - MINEOLA CITY HALL  
MARCH 25, 2019, 5:30 P.M.**

**MEMBERS PRESENT** Mayor Kevin White, Council Members Novada Bigham, Jayne Lankford, Sue Jones, Mitchell Tuck, Polly Jones and Greg Hollen

**MEMBERS ABSENT** None

**STAFF PRESENT** Mercy Rushing, Cindy Karch, William Crump, David Madsen, Doris Newman, Charles Bittner, Curt Myers, Sherry Vann and Lynn Kitchens

**OTHERS PRESENT** Hank Murphy, Wood County Monitor; Vic Savelli; Rodney Kieke, Quitman City Administrator; Carol Hollen; Neal Duncan; David Caswell, Honor & Remember; Hayden Ray, Patrick Swindle, Dr. Craig McMullen, John Smith, UT Health EMS & Air One; Chris Jennings, Susan Jennings, and John Brust.

**CALL TO ORDER**

Mayor White called the meeting to order at 5:30 p.m. and confirmed a quorum of the council was present.

Invocation led by Mitchell Tuck and Pledge of Allegiance lead by Greg Hollen

**CITIZEN COMMENT**

None

**WORKSHOP SESSION**

1. Discuss health benefit broker service –

Council discussed broker services, specifically whether to stay with current broker, Watkins Insurance, or to enter into a contract with Brinson Benefits, Inc. No action was taken on this item.

**PRESENTATIONS AND PROCLAMATIONS**

1. Honor and Remember/Honor and Sacrifice presentation – David Caswell

Mr. David Caswell gave a presentation to the council asking their consideration to adopt resolutions to formally adopt the Honor and Remember flag and the Honor and Sacrifice flag, to honor fallen soldiers and first responders who have lost their lives in the line of duty.

2. UT Health EMS and Air One Presentation – Hayden Ray

Mr. Patrick Swindle addressed the council on current and future plans UT Health system has for Mineola and Wood County. Mr. John Smith addressed the council about ambulance and helicopter service in Mineola. He informed the council that Mineola has a new state-of-the-art ambulance which can lift a patient into the ambulance, preventing risk of injury to the first responders and the patient. He also stated that a helicopter will be stationed at the Quitman hospital now. After the presentation, the council took a short 10 minute recess to inspect the new ambulance.

## **CONSENT AGENDA**

1. Consider approval of minutes of the Regular City Council meeting held on February 25, 2019 and the City Council Workshop held on March 5, 2019.
2. Consider approval of the Financial Statement for the month of February, 2019.
3. Consider approval of the Monthly Investment Report for the month of February, 2019.
4. Consider approval of the Monthly Department Head Reports for the month of February, 2019. (Building Inspections, Code Enforcement, Fire, Police, Main Street, Marketing, Street, Water, Wastewater)
5. Consider approval of a resolution relating to the Honor and Remember Flag
6. Consider approval of a resolution relating to the Honor and Sacrifice Flag
7. Consider approval of a resolution granting an exemption of taxation for the year 2019 on Lots 10 and 11A, Block 7, Mineola Townsites, location of the Select Theatre, a recorded Texas Historic Landmark.
8. Consider approval of the City of Mineola Active Living Plan, 2019
9. Consider action to nominate Mayor Kevin White to the ETCOG Executive Committee.

Council Member Sue Jones requested that number nine be moved from Consent to Discussion. Council Member Hollen made the motion to approve the consent agenda with number nine excluded. The motion was seconded by Council Member Novada Bigham and carried by a unanimous show of hands.

## **DISCUSSION ON ACTION ITEMS, PUBLIC HEARINGS, PRESENTATIONS AND ANNOUNCEMENTS**

### **10. Discuss and consider action on an Eagle Scout Project at the Nature Preserve by John Brust.**

John Brust presented to the council his plans to construct a 10x20ft. chapel at the Preserve as his Eagle Scout project. The location of the chapel will be near the totem pole by Bailey's Pond.

A motion was made by Council Member Polly Jones and seconded by Council Member Jayne Lankford to approve the project. There being no further discussion, the motion carried by a unanimous show of hands.

### **9. Consider action to nominate Mayor Kevin White to the ETCOG Executive Committee.**

Council Member Sue Jones informed the council that Greg Hollen had also been nominated for the committee. Mayor White responded that yes, while Mr. Hollen had asked to be nominated, only a member of the ETCOG Board of Directors could fill a seat on the Executive Committee. Mayor White was voted onto the Board of Directors last year. Council Member Hollen explained that originally he was not aware of the board requirement and said that Mayor White was correct on his information. The vacant seat will expire in September, 2019, at which time nominations will be requested again.

A motion was made by Council Member Sue Jones to nominate Kevin White to the ETCOG Executive Committee, seconded by Council Member Novada Bigham. There being no further discussion, the motion carried by a unanimous show of hands.

### **11. Discuss and consider action on Disc Golf project at the Mineola Nature Preserve.**

Mercy Rushing informed the council on the progress of the Disc Golf project. Anderson Tree Service has offered to install the 32 concrete tee pads, roughly 5ft by 10 ft, at no cost to the city. They ask that they be able to stamp their logo into the pads. The cost of this project would have been estimated at \$10,680.

A motion was made by Council Member Sue Jones and seconded by Council Member Novada Bigham to approve the project. There being no further discussion, the motion carried by a unanimous show of hands.

**12. Discuss and consider action on changes to the Investment Policy.**

Cindy Karch noted the changes to the Investment Policy included updating titles of employees to match current positions, a training section was added and an alternate Investment officer was added.

A motion was made by Council Member Greg Hollen and seconded by Council Member Mitchell Tuck to approve the policy. There being no further discussion, the motion carried by a unanimous show of hands.

**13. Discuss and consider action on the Mineola Fire Department Standard Operating Guidelines.**

Fire Marshall David Madsen gave a brief explanation of the Guidelines. The last time these guidelines were updated was in the 1990's. These guidelines are following NFPA requirements. Texas Fire Commission requires that the department mirror NFPA guidelines. Our City Attorney has not reviewed this because when asked, he said this is a policy/procedure and it was not necessary for the attorney to review it because there are no laws in the guidelines.

A motion was made by Council Member Mitchell Tuck and seconded by Council Member Polly Jones to approve the guidelines. There being no further discussion, the motion carried by a unanimous show of hands.

**14. Discuss and consider action to solicit bids for city owned property; Lot 6, 7, 8B Blk 21, Mineola Townsites, corner of W. Buchanan and Hogg St.**

Mercy Rushing informed the council that the lease between the City of Mineola and Manuel Dominguez had been terminated by both parties. Mr. Dominguez was unable to gather the support needed to complete his vision of a neighborhood park. Mrs. Rushing asked the council for their blessing to move forward with selling the lot. Mrs. Sue Jones asked about potential underground pipes or equipment that could have been left over from the water tower that had previously been at that location. Mr. William Crump will evaluate the lot to make sure it is suitable to sell.

A motion was made by Council Member Sue Jones and seconded by Council Member Novada Bigham to accept bids for the lot once evaluations by Public Works have been completed. There being no further discussion, the motion carried by a unanimous show of hands.

**15. Discuss and consider acceptance of high bid received for Lot 4, Block 140, Mineola Townsites 0.3110 acres, 612 Stone St.**

This property had previously come before the council to allow a manufactured home in November of 2016. Since then the owners of the property had a tax judgment filed on them and the lot went for sale on March 5<sup>th</sup>. When the family became aware of this, April Stephens, who resides in the manufacture home on the property, brought a cashier's check for the amount of the past due taxes and the property was pulled from the sale.

A motion was made by Council Member Mitchell Tuck and seconded by Council Member Greg Holland to approve the bid. There being no further discussion, the motion carried by a unanimous show of hands.

**16. Discuss and consider action on a budget amendment ordinance to the FY 2018-2019 Budget for Meredith Grant Expenditures.**

A motion was made by Council Member Polly Jones and seconded by Council Member Novada Bigham to approve action to approve Ordinance No. 19-03-25. There being no further discussion, the motion carried by a unanimous show of hands.

**17. Discuss and consider action on a Professional Services Agreement between the City of Mineola and Brinson Benefits, Inc and authorize the City Administrator to sign the agreement.**

A motion was made by Council Member Jayne Lankford and seconded by Council Member Polly Jones to authorize the City Manager to sign the agreement. Those voting ay were Jayne Lankford, Polly Jones and Novada Bigham. Those voting nay were Greg Holland, Mitchell Tuck and Sue Jones. There being a tie vote, Mayor White cast his vote for the motion and the motion carried.

**18. Mayor Comments** – regarding matters appearing on the agenda; recognition of community members, city employees, and upcoming events; inquiry of staff regarding specific factual information or existing policies.

Mayor White informed the council of service arrangements for Mr. David Stevenson, previous City Administrator/City Secretary who passed away early this week. At next month’s meeting the council will be having an executive session to evaluate the performance and contracts for the City Manager and Chief of Police. He asked that council be ready to discuss these positions and any goals they may have for them. He also informed the council that he has asked city staff to evaluate policies and procedures and bring forward any updates or recommendations later in the year. Also they are to evaluate city boards for effectiveness and efficiency, and to bring clear and specific goals for each board.

**19. City Manager Briefing**

Mrs. Rushing read several employee recognitions received this month for Public Works employees. She also read a Thank You note from the family of Mr. Wayne Collins for the flowers sent to his family after his passing. There will be a volunteer luncheon in April put on by the Mayor in appreciation for all of the volunteers in the city. Wine Train is next weekend, March 30 & 31, and employee evaluations will begin in May as we begin budget preparation.

**ADJOURNMENT**

There being no further items for consideration, a motion to adjourn was made and the meeting adjourned.

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Kevin White, Mayor

ATTEST:

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Cindy Karch, City Secretary