

Lavon City Council Meeting Minutes



November 2, 2010

I. MEETING CALLED TO ORDER AT 7:00 P.M. BY MAYOR MARTIN

Members Present: Mayor Norma Martin
Council Member Place 1, Chris Kane, Mayor Pro-Tem
Council Member Place 2, Deborah Nabors
Council Member Place 3, Gary Meeks
Council Member Place 4, Aaron Heatley
Council Member Place 5, Charles Teske

Members Absent: None

Staff Present: City Manager, Mike Jones
City Secretary, Linda Ardis
Administrative Supervisor, Laura Kennemer

Commission and Board Members: EDCB Member David Piekarski
P & Z Chairman Trey Smith

II. MAYOR MARTIN TO LEAD THE COUNCIL AND VISITORS IN THE PLEDGE OF ALLEGIANCE.

Mayor Martin led the City Council and visitors in the Pledge of Allegiance.

III. INVOCATION

Mayor Pro-Tem Kane led the invocation.

IV. ITEMS OF INTEREST/CITY COUNCIL COMMUNICATIONS

Members of City Council have the opportunity to notify others of community events, functions and other activities. There will also be an opportunity to briefly comment on City Council business, City operations, projects and other items coming before the City Council.

None

V. CONSENT AGENDA

A. City Council to Consider and Act on approval of the consent agenda:

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1. August 27, 2010 Lavon Special City Council Meeting Minutes *
2. October 19, 2010 Joint City Council and Planning & Zoning Meeting and Public Hearing Minutes *

Motion: Council Member Nabors, "I move we approve the Consent Agenda."

Second: Mayor Pro-Tem Kane

In Favor: Mayor Pro-Tem Kane, Council Member Nabors, Council Member Meeks, Council Member Heatley and Council Member Teske

Opposed: None

Abstained: None

Motion: Passed

VI. PUBLIC RECOGNITION

None

VII. CITIZENS' COMMENTS

Citizens, who wish to address the Council, may discuss matters not on the agenda and who have not previously expressed to the Council or City Hall a desire to discuss such matters. The only response from the Council can be to request these items to be placed on a future agenda for action.

Citizen Bruce Foith complained that the Public Works Department had not made improvements on the easement for drainage that runs through his property.

VIII. PUBLIC HEARING

None

IX. ITEMS FOR DISCUSSION

- A. City Council to discuss Quarterly Update from Planning & Zoning Commission. (Smith)

City Secretary Linda Ardis said she had spoken with Chairman Smith by phone. He was held up in traffic. She asked that this item be taken out of order to allow Chairman Smith time to get there.

- B. City Council to discuss City Manager/Marshal office duties and authority. (Nabors)

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Council Member Nabors told the Council she wanted to discuss this item with the citizens and new Council Members because there had been a lot of discussion related to a specific department in the City and whether it was necessary or not during the budget process. The City Council does not have the authority to discuss the realignment of responsibilities or reorganization of a department much less make a decision concerning the matter. When the City Council was negotiating the City Manager/Marshal contract, the City Council agreed to these stipulations. He has the sole authority to distribute responsibilities of the staff in all areas of the City. Mr. Jones also wanted to continue being City Marshal so he could maintain his certification. If the Council did away with the Marshal's office, it would be a direct violation of his contract.

After more discussion, Council Member Nabors concluded by telling the Council she wanted to provide clarity so the City would not breach the City Managers/Marshal's contract, break any laws or HR regulations.

C. City Secretary and City Manager to discuss Legislative Branch lap tops. (Ardis & Jones)

City Manager Jones told the Council that 8 lap tops had been purchased. The P & Z got 5 of them and 3 are still at City Hall. A sign out sheet was included in the Council's packets. If you need a computer, 2 of the remaining 3 are available and can be signed out through the City Secretary's office.

A. City Council to discuss Quarterly Update from Planning & Zoning Commission. (Smith)

P & Z Chairman Smith passed out a letter stating that the P & Z were ready to present the first few draft elements to the Council. He then passed out the first series of draft elements that will be included in the Comprehensive Plan. Chairman Smith told the Council that the process for review would be lengthy and involve a great deal of conversation. Therefore, he formally requested a joint City Council and Planning & Zoning Workshop for a later date.

The Council decided to place it on the next Agenda as a discussion item to determine a date for the Workshop.

X. ITEMS FOR CONSIDERATION AND ACTION

A. City Council to discuss Organizational Goals & Objectives and deliberate on required Action Plans and City Council and City Staff assignments. (Nabors)

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Council Member Nabors said she had requested the City Secretary to place this item on all upcoming Agendas. First, it is important to prioritize all objectives under our goals. The objectives have to make possible the accomplishment of that goal. Second, the Council must agree upon the stated goals and objectives of the City. Third, the City publishes the goals and objectives and starts associating names with the action plans.

Council Member Nabors said that she thought a Workshop was necessary to begin brainstorming ideas. Mayor Pro-Tem Kane said that he wanted to make sure that under the Responsibility/Accountability section that it states clearly what the Legislative Branch and the Executive Branch responsibilities are. Council Member Nabors agreed and said it is important to get these goals in place early so we can review them and determine what the City can get accomplished this fiscal year. The City Manager said this would also enable the Council to start looking at the budget in the early spring.

No action was taken on this item.

B. City Council to Consider and Act on establishing the annual personal leave accrual amount for employees who have been employed by the City between 169 months to 228 months. (Jones)

City Manager Jones told the Council that one of the City's employees would be meeting this time frame soon, and it was the responsibility of the Council to set the leave time. Mayor Pro-Tem Kane told the Council that there comes a time when you have to stop. He felt nearly 5 weeks of personal leave was sufficient. Members of the Council agreed.

Motion: Mayor Pro Tem Kane, "I move we cap as currently stated with 16 hours per month for full time employees and 8 hours for part time employees maxed and leave it at that."

Second: Council Member Meeks

In Favor: Mayor Pro-Tem Kane, Council Member Nabors, Council Member Meeks, Council Member Heatley and Council Member Teske

Opposed: None

Abstained: None

Motion: Passed

C. City Council to Consider and Act on Ordinance # 2010-11-1 regarding 2010 Tax Roll. (Ardis)

City Secretary Ardis told the Council that this is what we do every year in order to get the City's Tax Roll for the next year. She recommended the Council approve the Ordinance.

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Motion: Council Member Nabors, "I move we approve Ordinance # 2010-11-1 regarding the 2010 Tax Roll."

Second: Mayor Pro-Tem Kane

In Favor: Mayor Pro-Tem Kane, Council Member Nabors, Council Member Meeks, Council Member Heatley and Council Member Teske

Opposed: None

Abstained: None

Motion: Passed

XI. SETTING FUTURE MEETINGS AND AGENDAS


Council Members and staff may request items to be placed on a future agenda or request a special meeting be called. Each request that passes by a majority vote will be placed on the schedule by the City Secretary.

Mayor Pro-Tem Kane asked for a Consider and Act item added for SUP's as it applies to establishments selling alcohol, beer and wine. City Manager Jones agreed and asked if he might have the leeway to do the wording. Mayor Pro-Tem Kane agreed.

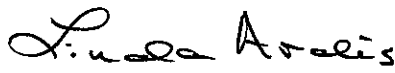
XII. MAYOR MARTIN TO ADJOURN CITY COUNCIL MEETING

Mayor Martin adjourned the City Council Meeting at 8:00 p.m.

Duly passed and approved on this 4th day of ~~December~~ ^{January 2011}, 2010.


Mayor Martin

Attest:


Linda Ardis, City Secretary