



Lavon City Council Regular Meeting Minutes June 18, 2013

I. MEETING CALLED TO ORDER AT 7:01 P.M. BY MAYOR TESKE

Members Present: Mayor Chuck Teske
Council Member Place 1, Chris Kane, Mayor Pro-Tem
Council Member Place 2, Deborah Nabors
Council Member Place 3, Melissa Kale
Council Member Place 4, David Hawkins
Council Member Place 5, Jenny Bodwell

Members Absent: None

Staff Present: City Secretary Chris Wess
Police Chief Mike Jones
Public Works Dir. Kevin Dudley
City Treasurer Laura Kennemer
City Services Coordinator Jennifer Wolfe

Legal Representative: none

Commission and
Board Members: None

Visitors: 4
There was a quorum present.

II. MAYOR TESKE LED THE COUNCIL AND VISITORS IN THE PLEDGE OF ALLEGIANCE.

III. INVOCATION

Mayor Teske gave the invocation.

IV. CONSENT AGENDA

- A. Approve the PID # 1 Assessment Report Summary for the Month Ending 5/31/13 (Kennemer)
- B. City Council to Consider and Act on the Southeast Collin County EMS Coalition Agreement. (Wess)
- C. City Council to Consider and Act on approving the rate adjustment for services for Progressive Waste as outlined in our agreement. (Wess)
- D. City Council to Consider and Act on approving Shawn Mosley as Assistant Fire Marshall. (Teske)
- E. City to Consider and Act on approving the re-appointment of Chris Kane to Place 2 of the Economic Development Corporation Board. (Teske)
- F. City Council to Consider and Act on approving the re-appointment of Paul Crabtree to Place 4 of the Economic Development Corporation Board. (Teske)
- G. City Council to Consider and Act on approving the re-appointment of Paul Lemon to Place 6 of the Economic Development Corporation Board. (Teske)



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Motion: Council Member Nabors made motion to approve the consent agenda.

Second: Council Member Hawkins

In Favor: Mayor Pro-Tem Kane, Council Members Nabors, Kale, Hawkins and Bodwell.

Opposed: None

Motion: Carries

V. **CITIZENS' COMMENTS**

None

VI. **STAFF REPORTS**

A. City Secretary Wess- Use of the City Hall for the November 5, 2013 Election, Monthly Financial Outlook Report.

City Secretary Wess relayed that Collin County Elections Division contacted her and asked if they could use our facilities for the November 5th election. The City replied they would be happy to make that available and that it would be used for early voting. She also stated the monthly Financial Outlook Report is done and if that any council member had any questions, she could answer them. Mayor Pro-Tem Kane had some questions about the report and stated he would like to see the reserve fund balance on a monthly basis.

B. Police Chief Jones to update the status of the Department Training and the School Resource Officer.

Police Chief Jones confirmed the Department has been working to get the mandatory training in and he also needs to take everyone out to qualify at the gun range. He confirmed qualifying training is mandatory every year and that the County will have to come out to cover some shifts. He said he put out the SRO position within the department and received two applications. He sent the applicants to the School where they would be working in order to interview with the Principle and the Superintendent. They selected an applicant, and with the approval of the Mayor, Officer Jennifer LaRue was chosen. Council Member Kale said she thought Jennifer LaRue was leaving. Police Chief Jones responded saying she had applied at another agency for a higher paying position, but she had not made her mind up about leaving. He told the school when they were making the selection that she had applied for another job but they still chose her. He confirmed she has never put in her resignation paper work and she also withdrew her application at one of the agencies.

C. Public Works Director Dudley- SH78 update, Road work preparation, Moore Lane update and mosquito preparedness.

Public Works Dir. Dudley acknowledged that the SH78 the beams were placed and the bridge is currently on schedule. He confirmed the City is looking at completion of the south side of the highway in December and next month construction from HWY 205 to Wal-Mart will begin. Mayor Pro-Tem Kane asked if they were going to fix the issues with the road and Dudley replied he has



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talked to Robbie Bentz and they will patch any problems as they come up. Public Works Dir. Dudley relayed several trees in the area need to be cleared. He said he is working with Collin County to get this done and it will have to wait on warmer dryer weather. He has talked to Mario Sinacola about Moore Lane and they have agreed to rebuild the road. He has talked to a local citizen, Robinson, who would like to close the road and put a barricade up to cut off all access. Police Chief Jones has contacted TXDOT for assistance in correcting the problem with the road, and talked to them about how the eighteen wheelers are destroying the road and the mud is coming into the gravel parking lot where the storage buildings are located. He also let them know that mud and debris were getting outside the project and harming the property around it. He has put in several requests on this project and is waiting to hear back from TXDOT. Public Works Dir. Dudley updated us on the mosquito preparedness. He said his crew has been driving around to any standing water and treating the water to kill any mosquito larvae. He confirmed they have started spraying and will continue to do so through August. A question was asked if a plane in the area was spraying for mosquitoes, but the City does not have any planes for spraying. Dudley replied that it was a crop duster for a local farmer.

VII. ITEMS OF INTEREST/CITY COUNCIL COMMUNICATIONS

Council Member Kale relayed that there is an increased outbreak of canine distemper in Wylie. She confirmed the Back-to-School Bash will be on August the 24th from 5-8 at McClendon Elementary and the Fire Department is asking for donations for food and supplies. Mayor Teske said that the City of Lavon and Collin County offers a program to take citizens around who do not have vehicles or transportation. The funding for this program is going away and a new program called TAPS wants to replace it. He stated that TAPS will be having a town hall meeting on July 11th and they are also having meetings in the surrounding towns. If the City uses the TAPS service, TAPS will start charging the City in July of 2015. Mayor Teske wanted everyone to know that Laura Kennemer was leaving the City and going to work for Quinlan. He stated that she has done a good job here and she will do well wherever she goes to work.

VIII. CONSIDERATION AND ACTION

- A. City Council to Consider and Act on starting the process to make changes to Zoning Ordinance No. 97-12-08 to reflect the modifications in the Comprehensive Plan. (Nabors)

Council Member Nabors stated the Council has approved all elements of the Comprehensive Plan and they are currently sitting on the website for public opinion. She relayed the City Council needs to approve the modification of the Ordinances to move forward.

Motion: Mayor Pro-Tem Kane motioned to approve item A on the Consideration and Action Agenda.

Second: Council Member Kale



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In Favor: Mayor Pro-Tem Kane, Council Members Nabors, Kale, Hawkins and Bodwell.

Opposed: None

Motion: Carries

- B. City Council to Consider and Act on approving the personnel changes, roles and responsibilities of a public officer or employee; specifically the Public Works Director, Public work Operators, City Secretary, City Treasurer/Finance Clerk and City Services Coordinator. (Nabors/Hawkins)

Council Member Nabors had some questions about what the new structure entails, the roles and responsibilities and in particular, if financial compliance is covered. Mayor Teske relayed the plan is to hire an accounting clerk to take over most of Laura's responsibilities. He also said the Jennifer's job is mostly taking care of utility bills and payments, permits and building code enforcement. Several questions were asked about how payments are received and accounted for, and then deposited into the bank. Mayor Pro-Tem Kane wanted to know why Jennifer Wolfe is finding code violations while driving around in Lavon when the City pays Lee Roberts to find them. Council Members stressed that the office personnel need to work as a team and to have open communication.

Motion: Council Member Kale made a motion to approve item B the personnel changes, roles and responsibilities of a public officer or employee etc.

Second: Mayor Pro-Tem Kane

In Favor: Mayor Pro-Tem Kane, Council Members Nabors, Kale, Hawkins and Bodwell.

Opposed: None

Abstain: Council Member Hawkins

Motion: Carries

- C. City Council to consider and act on approving Ordinance No. 2013-06-02 Budget Amendment #3 Fiscal Year 2012-2013. (Teske)

Mayor Teske said basically the budget was following the same path as last year. Council Member Nabors said the City needs to keep the \$1,000.00 in the budget for Food Service Inspection. She confirmed Kelly Kirkpatrick will be inspecting the establishments before the end of the fiscal year. Mayor Teske declared that food service would be \$2,500 and ground maintenance will go down to \$1,000. Mayor Pro-Tem Kane had some questions about the reserve fund and how much would be moved to it. Mayor Teske confirmed the city is going to add \$24,028 to the unassigned fund and take \$1,000 out of ground maintenance and restore it to the food services fund.

Motion: Mayor Pro-Tem Kane made a motion to approve the budget changes as recommended by the Mayor.



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Second: Council Member Kale

In Favor: Mayor Pro-Tem Kane, Council Members Nabors, Kale, Hawkins and Bodwell.

Opposed: None

Motion: Carries

Motion: Mayor Pro-Tem Kane made a motion to approve the Ordinance No. 2012-06-02 Budget with the amendments already passed with the revised budget.

Second: Council Member Kale

In Favor: Mayor Pro-Tem Kane, Council Members Nabors, Kale, Hawkins and Bodwell.

Opposed: None

Motion: Carries

- D. City Council to Consider and Act on approving Resolution No. 2013-06-02 Collin County Parks and Open Space Project Funding Assistance Resolution Authorizing Application. (Bodwell)

Council Member Bodwell said she changed a few things on the Resolution but basically it is the same as last year.

Motion: Council Member Kale made a motion to approve item D on Consider and Act Agenda Resolution No. 2012-06-02 Collin County Parks and Open Space Project Funding Assistance Resolution Authorizing Application.

Motion was withdrawn.

Motion: Council Member Kale made a motion to approve item D on approving Resolution No. 2013-06-02 Collin County Parks and Open Space Project Funding Assistance Resolution Authorizing Application.

Second: Council Member Hawkins

In Favor: Mayor Pro-Tem Kane, Council Members Nabors, Kale, Hawkins and Bodwell.

Opposed: None

Motion: Carries

- E. City Council to Consider and Act on approving the grant proposal for Phase II of the City Hall Park Project. (Bodwell) Council Member Bodwell confirmed this is the proposal for equipment that is being installed including mulch and lining and a list of all park equipment. She has spoke to Collin County Open Spaces representative numerous times and discussed with him about finishing out the park with the park equipment. She also talked to him about how much money the City would be asking for and he was very helpful. She confirmed this would be the same grant



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that was applied for last year and he advised the City should apply for the same grant every year. The grant application and resolution should be signed by July 8th, and then the Council should hear back in late September or October. If passed the grant should be here in December. She affirmed then the park equipment could be installed in January or February. She said it is ADA compliant and the mulch will be IPEMA certified.

Motion: Council Member Kale moved to accept item E of the Consider and Act agenda on approving the grant proposal for Phase II of the City Hall Park Project.

Second: Council Member Hawkins

In Favor: Mayor Pro-Tem Kane, Council Members Nabors, Kale, Hawkins and Bodwell.

Opposed: None

Motion: Carries

Police Chief Jones noticed there was a typing error for item C and D on the Consider and Act agenda should be 2013. He suggested making a blanket correction. Mayor Pro Tem Kane noted that Item C was the only agenda item that needed correcting

Motion: Mayor Pro Tem Kane made a motion to approve Ordinance 2013-06-02 the amended items.

Second: Council Member Kale

In Favor: Mayor Pro-Tem Kane, Council Members Nabors and Bodwell

Opposed: None

Motion: Carries

X. DISCUSSION

- A. City Council to discuss having the proposed Comprehensive Plan reviewed by legal counsel. (Nabors)

Council Member Nabors stated that the Council needed to discuss whether they wanted the Comprehensive Plan to be reviewed by legal counsel. Mayor Teske stated the City has approximately \$12,000 dollars left in legal funds. Mayor Pro-Tem Kane suggested that the Council have TML look at the Comprehensive Plan. The Council decided to have TML look at the document and see if they will review it for the City.

- B. City Council to discuss commercial sewer tap fees and the formula for computing them. (Kane)

Mayor Pro-Tem Kane stated we are looking at an outside company to possibly annex into the city sewer line. He is very concerned about the



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amount for the sewer tap fees and that it needs to be refigured as soon as possible. He said the rate schedule for commercial fees is a \$22,000 fee. Farmersville said their fee is \$650 and Rockwall's fee is around \$1600. He also said the City needs to be able to compete with other cities or do better than them. Council Member Hawkins affirmed he agrees one hundred percent that this. He felt that this needs to be looked into and changed. Mayor Pro-Tem Kane wanted to state that going forward the City needs to be competitive with other cities so Lavon can grow in the future.

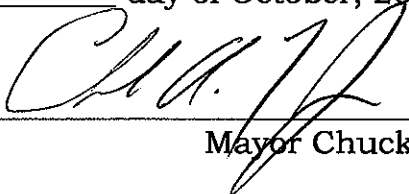
XI. CITY COUNCIL TO SET FUTURE MEETINGS AND AGNEDAS

Council Member Hawkins would like the Council to discuss the room usage and space planning of City Hall. Mayor Pro-Tem Kane said the Council needs to review the trash contract. He stated these items should be discussed on the second meeting in July. Mayor Pro-Tem Kane requested the July 2nd meeting be cancelled because several Council Members will be absent.

XII. PRESIDING OFFICER TO ADJOURN THE CITY COUNCIL MEETING

Mayor Teske adjourned the meeting at 8:56 p.m.

Duly passed and approved on this 15th day of October, 2013.



Mayor Chuck Teske

Attest:



Chris Wess, City Secretary