



450 Thunder Head Lane • PO Box 1150 • Annetta, Texas 76008 • (817) 441-5770

City Council Meeting Minutes

The City Council of Annetta will meet in a regularly scheduled meeting on Thursday, February 18, 2016, at 7:00 p.m. in the Annetta Town Hall at 450 Thunder Head Lane to consider the following agenda:

- I. **Call to order.** Mayor Bruce Pinckard called the meeting to order at 7:02 pm.
- II. **Pledge of Allegiance / Invocation of Prayer.** Councilman Wohl led the pledge and Councilman Ripley gave the invocation.
- III. **Roll call / Quorum check.** A quorum check revealed that Mayor Bruce Pinckard, Councilmen Kent Stasey, Danny Coffman, Shane Mudge, Mark Wohl, and George Ripley. City Secretary Alyson Wolf was also present.
- IV. **Public Comments:** No requests to speak forms were submitted.
- V. **Consent Items: Reports from City Staff and Commissions or Committees:**
 - a. **Consider the approval of Minutes from the Regular City Council Meeting on January 21, 2016**
 - b. **Financial Report**
 - c. **Public Works Report**

Councilman Coffman made a motion to accept all the consent items and reports as written, seconded by Councilman Ripley with all Aye. Motion Passed Unanimously.

- VI. **New Business:**
 - a. **Discussion and Action: Consider changes and improvements to the data backup policy and storage of city files in electronic formats as part of the Business Continuity Plan.** Councilman Stasey made a motion to accept the proposal from ITXcellence regarding updates to the data backup policy and storage of city files, seconded by Councilman Wohl with all Aye. Motion Passed Unanimously.
 - b. **Discussion and Action: Employment Status and Compensation of the City Secretary** Councilman Stasey made a motion to accept terms discussed regarding the status and compensation of the City Secretary in executive session, seconded by Councilman Mudge with all Aye. Motion Passed Unanimously.
 - c. **Discussion and Action: Employment Status and Compensation of the City Clerk** Councilman Stasey made a motion to accept terms discussed regarding the status and compensation of the City Clerk in executive session, seconded by Councilman Coffman with all Aye. Motion Passed Unanimously.
 - d. **Discussion and Action: Consider a resolution ordering a special election on Saturday, May 7, 2016, for the purpose of considering consolidation of the City of Annetta South and the Town of Annetta.** Councilman Coffman made a motion to accept the resolution, seconded by Councilman Stasey. The Mayor informed the Council that the resolution can only be passed with the contingency that Annetta South also passes a resolution to call for the special election. With this information Councilman Coffman

corrects his motion to include this contingency and Councilman Stasey stands with his second. The Mayor also informs the council that this resolution and call for a special election is in response to a petition received by the Town from its' citizens to consolidate with the City of Annetta South. Upon these words from the Mayor information was received that Annetta South had approved a resolution to call for the special election. All Aye, Motion Passed Unanimously.

- e. **Discussion and Action: Consider Revisions to Town of Annetta Personnel Policy Manual revisions.** The Mayor informed the council that the Town's attorneys were reviewing the personnel policy manual currently in place. He asked that councilmen review as well and send questions or concerns to the City Secretary. No action taken.
- f. **Discussion and Action: Consider adopting a Town of Annetta Electronic Communication Policy** The Mayor explained to the council the importance of such a policy to protect ourselves and others, as well as, to professionalize our town even further. He asked that if any councilmen have thoughts or ideas regarding such a policy that they submit to the City Secretary, who will then turn over to the attorney to get a policy put in place. No action taken.

VII. Old Business:

- a. **Discussion and Action: Consider a resolution establishing a Capital Improvements Advisory Committee and appointing its members.** Mr. Stasey made a nomination of Robert McGee to the Capital Improvements Advisory Committee. The Mayor closed nominations and the council agreed unanimously to the appointment of Mr. McGee.
- b. **Discussion Only: Review of the Joint Solid Waste Collection Agreement executed by the Mayor on behalf of the Town of Annetta by previous authorization of the City Council as stated in the minutes of the Annetta City Council Meeting dated March 19, 2015.** The Mayor reviewed with the council the overview of the Joint Solid Waste agreement they had authorized him to execute previously. No discussion.
- c. **Discussion and Action: Consider adopting an Engineering Design Manual to improve construction standards for new development. Report by Halff and Associates.** Mr. McGahey with Halff and Associates presented an overview of the Engineering Design Manual. Discussion was had over the EDM and the Mayor informed the council that he has send some revisions to Mr. McGahey already but if anyone found anything they would like to update or if they had any questions to let him know. The council agreed that the EDM needed to be ready to act on next month. No action taken.
- d. **Discussion and Action: Consider steps and provisions to be taken after receiving advice from the Town's Consulting Engineer that would be necessary to construct a new sign at the entrance of Lakeview Drive and Old Annetta Road for the Deer Creek Lakeview neighborhood.** Mr. Mike Herring (citizen) presented documents and a proposal to the council for a sign at the entrance of Lakeview Dr. and Old Annetta Rd. for the Deer Creek Lakeview neighborhood. After some discussion Mr. Herring agreed to provide at the next meeting, a mock-up of the sign demonstrating the height and other details to better present to council. No action taken.

VIII. Executive Session: 8:20 pm – 8:34 pm

As authorized by Chapter 551 of the Texas Government Code, the City Council Reserves the Right to adjourn into executive session at any time during the course of this meeting to discuss the following:

- a. § 551.074. Deliberation regarding Personnel Matters. The City Council may convene in executive session to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee; or to hear a complaint or charge against an officer or employee, including deliberation regarding the following officers or employees:
 - i. City Secretary


VIII. Take any action necessary on items discussed in Executive Session.

IX. Items of Community Interest: No items of community interest were presented.

X. Adjournment: With no further business before the council the Mayor adjourned the meeting at 8:51 pm.

These minutes were approved on the 17th day of March, 2016.

Attest: 
Alyson Wolf, City Secretary


Bruce Pinckard, Mayor

