



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

City Council Meeting Minutes

The City Council of Annetta met in a regularly scheduled meeting on Thursday, October 15, 2015, at 7:00 p.m. in the Annetta Town Hall at 450 Thunder Head Lane and considered the following agenda:

- I. **Call to order.** Mayor Bruce Pinckard called the meeting to order at 7:00pm.
- II. **Pledge of Allegiance / Invocation of Prayer.** Councilman Sheridan 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, Chuck Sheridan, George Ripley and Shane Mudge were all present. Councilman Danny Coffman was absent. City Administrator Chad Roberts and Interim City Secretary Diana Kotlinski were also present.
- IV. **Public Comments:** Betty Jackson Caveny and Anne Jackson Mullins spoke to the Council regarding old business item e. Caveny expressed her concern about the history, condition and maintenance request of Wallis Road.
- V. **Consent Items: Reports from City Staff and Commissions or Committees:**
 - a. **Consider the approval of Minutes from the Regular City Council Meeting on September 17, 2015.**
 - b. **Financial Report**
 - c. **Public Works Report**
 - d. **Planning and Zoning Report: consider a request to change the commissions meeting date and time.**

Councilman Stasey made a motion to accept all the consent items and reports as written and to place the planning and zoning request to change the meeting date and time on next month's agenda for action, seconded by Councilman Ripley with all Aye. Motion Passed Unanimously.

VI. **Old Business:**

- a. **Discussion and Action: review applications and consider the appointment of a new City Secretary and salary set.** Councilman Stasey made a motion to authorize the Mayor to make an offer of employment to Alyson Wolf for the City Secretary position and salary set as discussed in executive session, seconded by Councilman Sheridan with all Aye. Motion Passed Unanimously.

- b. **Discussion and Action: consider an amendment to Ordinance 145, the Subdivision Ordinance, amending utility and street construction standards specifications.** No Action taken by Council after discussion from the Mayor and the agenda item was tabled.
- c. **Discussion and Action: consider an amendment to Ordinance 150, the Solicitor's Ordinance, to amend permit requirements for non-profit organizations.** . No Action taken by Council after discussion from the Mayor and City Administrator and the agenda item was tabled pending clarification from legal.
- d. **Discussion and Action: consider expenditure of public funds for a stone planter and monument sign to be constructed at the intersection of Lake View Dr. and Old Annetta Rd.** No Action taken.
- e. **Discussion and Action: Consider repairing a portion of roadway adjacent to 1515 Wallis Road and surrounding properties.** After extensive discussion from the Mayor and Council and representatives of the land owners on Wallis Road, the Council determined that documentation needed to be provided to dissolve the concern that the portion of Wallis Road in question has been dedicated as a public right of way and is the Town's responsibility and liability to maintain. No Action Taken pending additional legal review.

VII. New Business:

- a. **Discussion and Action: Consider awarding a qualified BID for the labor, materials, construction, delivery and installation and testing of one AWWA D103-9 Ring Wall Water Tank Foundation, 32.68 feet diameter and 3 feet wide and related appurtenances as advertised in The Community News on September 4, & 11, 2015.** Councilman Stasey made a motion to accept qualified bids for the labor, materials, construction, delivery and installation and testing of one AWWA D103-9 Ring Wall Water Tank Foundation, 32.68 feet diameter and 3 feet wide and related appurtenances from Blair's B&B Backhoe in the amount of \$24,575.00 and Loudermilk Excavating for the amount of \$6,000.00 for the site prep and dirt work, seconded by Councilman Sheridan with all Aye. Motion Passed Unanimously.
- b. **Discussion and Action: consider a Resolution for the annual designation of the Town's official newspaper of publication.** Councilman Stasey made a motion to adopt Resolution 15-04 for the designation of the Town's official newspaper of publication, seconded by Councilman Sheridan with all Aye. Motion Passed Unanimously.
- c. **Discussion and Action: consider a new or extension to the contract agreement with Jack Liford for building official services and authorize the Mayor to execute the agreement.** Councilman Mudge made a motion to accept an extension to the contract agreement with Jack Liford for building official services and authorize the Mayor to execute the agreement, seconded by Councilman Stasey with all Aye. Motion Passed Unanimously.
- d. **Discussion and Action: consider a new or extension to the contract agreement with Victoria Harkins with Harkins Engineering for utility engineering services and designate Harkins as the Town's Official Utility Engineer and authorize the Mayor to execute the agreement.** Councilman Mudge made a motion to accept a new contract agreement with Victoria Harkins with Harkins Engineering for utility engineering services and designate Harkins as the Town's Official Utility Engineer and authorize the Mayor to execute the agreement, seconded by Councilman Stasey with all Aye. Motion Passed Unanimously.

- e. **Discussion and Action: review the procedures for assessing IMPACT FEES for development in accordance with the Texas Local Government Code- Chapter 395 and schedule a joint City Council and Planning and Zoning Commission meeting to discuss the same at a later date.** Mayor Pinckard explained to the Council the procedures and the need for the Town to have Impact Fees to support future development. The consensus of the Council was to hold an open joint meeting with the Annetta Planning and Zoning Commission and invite the Town's Engineer and Pam Mundo to the meeting on Thursday November 5, 2015 at 6:00 pm.
- f. **Discussion and Action: consider an Ordinance requiring the maintenance and pruning of trees within public streets.** Councilman Sheridan made a motion to adopt Ordinance 165 requiring the maintenance and pruning of trees within public streets, seconded by Councilman Stasey with all Aye. Motion Passed Unanimously.
- g. **Discussion and Action: report of annual evaluation of the City Administrator Chad Roberts and consider offering a new or extension to his current Town employment agreement and salary set.** Councilman Stasey made a motion to authorize the Mayor to offer an extension on the Town employment agreement to Chad Roberts for the City Administrator position and salary set as discussed in executive session, seconded by Councilman Sheridan with all Aye. Motion Passed Unanimously.

VIII.

- a. **Executive Session: 8:06 PM to 8:28 PM** as authorized by Chapter 551 of the Texas Government Code, the City Council exercised the Right to adjourn into executive session during the course of this meeting to discuss the following:
 - b. § 551.074. Deliberation regarding Personnel Matters.
 - i. City Secretary
 - ii. City Administrator

IX. Items of Community Interest:


- a. Thursday, November 5, 2015 at 6:00 pm the Annetta Planning and Zoning Commission and the Annetta City Council will hold a joint meeting on IMPACT FEES.
- b. Thursday, November 19, 2015 at 6:00 pm the Annetta Planning and Zoning Commission meeting and comprehensive plan workshop.
- c. Thursday November 19, 2015 at 7:00 pm regular called City Council meeting.

X. Adjournment: With no further business before the council the Mayor adjourned the meeting at 8:31 pm.

These minutes were approved on the 19th day of November, 2015.

Attest: 
Alyson Wolf, City Secretary




Bruce Pinckard, Mayor