

**MINUTES OF THE
REGULAR MEETING
OF THE OAK LEAF CITY COUNCIL
HELD ON MARCH 14, 2017 AT 7:00 P.M.
AT OAK LEAF CITY HALL
301 LOCUST DRIVE**

I. CALL TO ORDER & ROLL CALL:

Council Members Present:

Mayor Bob Rader

Councilman Joyce Liptak

Councilman Jimmie Lamb

Mayor Pro Tem James Pierce

Councilman John Little

Councilman Susanne Ellis

City Staff Present:

City Secretary Ronda Quintana

MAYOR RADER CALLED THE MEETING TO ORDER AT 7:03 P.M. AND ANNOUNCED A QUORUM PRESENT.

A. Invocation:

Mayor Rader gave the Invocation.

B. Pledge of Allegiance:

It was followed by the declaration of the Pledge of Allegiance by the City Council and members of the audience.

II. AUDIENCE PARTICIPATION:

None of the members of the audience registered to speak during Audience Participation.

III. CONSENT AGENDA ITEMS:

A. Approval of February 20, 2017 Public Hearing and Special Meeting Minutes

B. Approval of Ordinance 1706 – an Ordinance Cancelling the May 6, 2017 General Election and Declaring Each Unopposed Candidate Elected to Office

C. Approval of Quote to Resurface Back Section of Willow Bend Drive

After reviewing the documentation for the three items, Councilman Liptak moved to approve them as presented. Mayor Pro Tem Pierce seconded the motion.

Councilman Liptak then indicated she would like to suggest a change to the February 20, 2017 Minutes and was informed that the item would have to be moved to the Regular

Agenda Items. After that, she withdrew her motion to approve and made mention of a numbering error in the Minutes. Since it was considered a typographical error, Councilman Liptak moved again to approve all three items as presented. Mayor Pro Tem seconded the motion. Mayor Rader called for a vote.

Ayes: All
Nays: None
The motion passed.

IV. REGULAR AGENDA ITEMS:

A. Discussion and Approval of February 14, 2017 Regular Meeting Minutes

Council reviewed the Minutes and Councilman Liptak moved to approve the February 14, 2017 Minutes as presented. Councilman Ellis seconded the motion. There was no further discussion of the item, so Mayor Rader called for a vote.

Ayes: Mayor Pro Tem Pierce, Councilman Little, Councilman Liptak and
Councilman Lamb
Nays: None
Abstains: Councilman Ellis
The motion passed.

B. Discussion and Approval of the 2016 Financial Statement Prepared by Murrey, Paschall and Caperton, P.C.

City Council reviewed the Financial Statement, and Councilman Liptak and Councilman Lamb made comments pertaining to the Economic Development Corporation being a component unit of the city. Then, Councilman Lamb moved to approve the 2016 Financial Statement. Mayor Pro Tem Pierce seconded the motion. No further comments were made by the council members, so Mayor Rader called for a vote.

Ayes: All
Nays: None
The motion passed.

C. Discussion and Possible Action Regarding Changes to Investment Policy

Mayor Rader invited Councilman Liptak to speak regarding changes to the Investment Policy, and she indicated several changes needed to be made based on the PFIA Course she had recently taken. Councilman Ellis inquired about the city's investment strategy, and Councilman Liptak replied that a minimal approach had been taken regarding the strategy, since interest rates were so low. Councilman Ellis then asked what other cities do, and Councilman Lamb responded that they were limited by statute and size of the city. After that, the council members discussed looking into investment options for Oak

Leaf within the guidelines of the current Investment Policy. The discussion was then postponed until the October Regular Council Meeting.

D. Discussion and Possible Action Regarding 101 Forest Brook Drive

Mayor Rader gave a brief synopsis concerning condition of 101 Forest Brook Drive and actions taken by the city. He then made reference to Article 7.700 (which had been recently transferred from Chapter 3) regarding substandard buildings and stated that the city has the responsibility to determine if the condition of the structure constitutes a nuisance and whether to order its repair or demolition. He then gave the procedures to be followed for a substandard building or structure. Mayor Pro Tem Pierce asked when did the problems begin for the property and was informed they had started in July of 2015. After a short deliberation between the council members, Mayor Pro Tem Pierce requested a Public Hearing be scheduled. The discussion was then postponed until the April 11th Public Hearing/Regular Council Meeting.

E. Discussion Regarding Meeting Room Rental Agreement

Mayor Rader started the discussion by mentioning that the current Meeting Room Rental Agreement limits room rentals to monthly, quarterly or annually, and that the purpose of the provision was to allow for scheduling flexibility. He then indicated that Mr. Micah Jones (citizen at 101 Elm Drive) and his father, Pastor Randy Jones, had inquired about rental of the meeting room for the next three Sundays while their church was transitioning from their former location to a new location. Council reviewed the Rental Agreement and commented on weekly and daily rentals and the availability of the room for citizens. After that, the City Council inquired about the dates the Joneses had requested.

Councilman Lamb moved to approve the request to rent the meeting room on March 19th, March 26th and April 2nd. Councilman Ellis seconded the motion. There was no further discussion of the item, so Mayor Rader called for a vote.

Ayes: All

Nays: None

The motion passed.

V. RECESS OF REGULAR MEETING INTO EXECUTIVE SESSION:

Mayor Rader called a recess of the Regular Meeting at 7:30 p.m.

VI. RECONVENE INTO REGULAR MEETING:

The Council reconvened at 7:52 p.m.

- Discussion and Possible Action Taken as a Result of the Executive Session

No action was taken during the Executive Session regarding consultation with city attorney.

VII. OLD BUSINESS ITEMS:

A. Discussion and Possible Approval Regarding a Replat of Chowning Addition Lot 4

Mayor Rader gave a brief explanation regarding the changes to structures in the Replat. Councilman Lamb indicated he was opposed to approving the Replat at present. He observed that the city had accommodated the Moons in approving the original Plat (even holding a Special Meeting) so they could get started, and now, in his view, the Moons should construct their residence before coming back to the city for additional changes.

Mayor Rader asked for a motion from the council members; however, the item failed due to lack of motion.

B. Discussion and Possible Approval Regarding Trash Collection Service

Mayor Rader verified that the city had received very few complaints concerning the DCI Sanitation's service since the February 14th Council Meeting. He then spoke about the terms of DCI's Contract with the city, and the council members made comments about the bidding process and when to go out for quotes. The consensus was that no further action is required at this time.

Councilman Lamb asked if proof of financial stability had been provided and was informed that none had been received. The City Council then discussed what type of document should be submitted based on DCI's tax classification.

C. Consideration and Possible Action Regarding the Remaining Quotes from Reeves Electric

The details regarding each quote were given and Council discussed the options and future electrical projects. After that, Councilman Liptak moved to approve the quote for \$2,875.00 to upgrade the existing 200-amp meter to a 400-amp meter base, add a 200-amp weatherproof panel with additional breakers for city hall and a revised quote for a separate panel box for the pavilion and a timer. Mayor Pro Tem Pierce seconded the motion. City Council made no additional comments, so Mayor Rader called for a vote.

Ayes: All

Nays: None

The motion passed.

After that, Councilman Lamb suggested dedicating the pavilion in honor of Nita Rueth, a founding citizen and the first city secretary of Oak Leaf, and Councilman Liptak mentioned installing more elaborate signage for city hall.

VIII. REPORTS:

A. Land and Building:

- Update on City Hall Phone/Internet Upgrades
City Secretary Quintana indicated City Staff was adjusting to the new system. Mayor Pro Tem Pierce mentioned meeting with an AT&T representative to discuss installing fiber optics lines to other areas of Oak leaf.

B. Legal:

1. Update Regarding 101 Forest Brook Drive Concerning Damaged Residence
As mentioned earlier in the meeting, Mayor Rader stated the city would be holding a Public Hearing for the substandard building at 101 Forest Brook Drive. The Hearing will be set for April 11th.
2. Update 701 Lark Lane Regarding Number of Vehicles and Debris on Property
City Secretary Quintana remarked that Mr. Benitez appeared before the municipal judge and has been heavily fined for his repeated violations, and presently he is in compliance on all issues.

C. Public Works:

1. Woodhaven Bridge Project
City Secretary Quintana stated that the bridge erection phase was nearing completion. Councilman Ellis inquired about any complaints from the citizens in the Woodhaven/Forest Brook area. She was informed that there had been a few regarding driveways, and the project foreman and crew have made a conscious effort to assist when asked.
2. Upcoming Road Project on Willow Bend
City Secretary Quintana indicated that the resurfacing of the back section of Willow Bend was scheduled to begin soon, and City Council made comments regarding it.

IX. COMMUNITY INTEREST ANNOUNCEMENTS BY MAYOR, CITY COUNCIL AND CITY SECRETARY:

A. Self Defense Class Reminder

City Secretary Quintana made mention of the next Self Defense Class scheduled for March 18th from 9:00 a.m. to 11:00 a.m.

B. Spring Newsletter Reminder

City Secretary Quintana indicated that the Spring Newsletter would be coming out in the next two or three weeks.

C. Spring Clean-up Reminder

City Secretary Quintana commented that city's Spring Clean-up Event is scheduled for April 22nd and City Staff would be making inquiries to find workers for it.

X. **ADJOURNMENT:**

Councilman Liptak moved to adjourn at 8:29 p.m. and Councilman Little seconded the motion. Mayor Rader called for a vote.

Ayes: All Present

Nays: None

The motion passed.

APPROVED THIS 11th DAY OF APRIL, 2017

Bob Rader
Bob Rader, Mayor

ATTEST: Ronda Quintana
Ronda Quintana, City Secretary

