



***Draft* SPECIAL MEETING MINUTES**
City Council – City Of Quitman, Texas

Thursday, June 1, 2017 – 5:30 PM

City Council Chambers, City Hall - 401 E Goode Street, Quitman, TX

Council Present: David Dobbs, Mayor; Randy Dunn, Mayor Pro-Tem; Susan Resnik, Alderman; Brad Medlin, Alderman and Kevin Gilbreath, Alderman.

Council member absent: none

Staff Present: Walter Lutonsky, Streets & Maintenance Director; Dee Gilbreath, Utilities Director; and Greg Hollen, City Secretary / Administrator. Quitman EDC Director Denea Hudman was also in attendance.

Mayor Dobbs called the meeting to order at 5:31 PM.

Alderman Gilbreath gave an invocation and Alderman Medlin led the recitation of the United States Pledge and the Texas Pledge.

Item 1 – Citizen Comments Dr. Randal Bennett, Chair of the Quitman EDC, spoke in support of providing targeted tax abatements to encourage development, especially in the downtown area.

Item 2- Workshop discussion to review city construction projects, with KSA

Mayor Dobbs stated he wanted to ensure the city council was informed of the history, the current status, including immediate needs and the financial requirements in the near term to retain our systems uptime and provide timely maintenance on the infrastructure.

John Ringler, P.E., Principal with KSA Engineers provided an extensive overview of the past decisions regarding the water plant and waste treatment plant operations. He spoke of the engineering differences as well as legal requirements regarding both well water systems and surface water programs. John noted the engagement of the prior mayor in working with the staff and engineering firm to make decisions on direction and design.

Utilities Director Dee Gilbreath spoke of recent developments and the importance of attending to the prioritization process agreed to with KSA.

Discussion turned to specific project priorities outlined, including a 12-in Water Line from our WTP to Stephens Street GST and the Sewer main work along US 154, from the school to Elaine St to the lift station. Specific ROW (*right of way*) acquisition documents for the 12 –in water line are being created with our legal counsel to move this forward.

The fiscal tools and methods for funding municipal water programs were reviewed, including analysis of the city's past financial commitments. Monies available as well as tax base usage considerations will determine our timetable to make necessary repairs and improvements.

Item 3- Workshop discussion on upcoming health care changes with TML

Mayor Dobbs introduced the topic of employee healthcare costs and asked City Secretary / Administrator Hollen to provide an update. Greg reviewed our historical health care rate increases. He mentioned the transition from BCBS to TML this past year and the savings that has provided. Healthy Lifestyle Programs underway by TML are designed to give employees a financial incentive to catch and treat diseases and illnesses early. Rising costs are requiring municipalities to revisit the cost-sharing approaches with their

employees and investigate possible employee contributions to those rising premium costs as well as surcharges for employees who use tobacco products. The city's budgeted increase for the coming year from TML likely to be in the 15% range, which is the lowest level of increase being shared by TML.

Item 4- Workshop discussion overview of current city abatement agreement processes

The Mayor outlined our current tax abatement process and the council reviewed tax abatement guidelines and resolutions from R121814 (B). The current guidelines and criteria were reviewed and discussion of activity in the downtown area as well as the west side development was held, with Economic Development Director Denea Hudman sharing the latest successes. A revised city tax abatement resolution will be scheduled for the June 22 CC meeting.

Item 5- Workshop discussion regarding city personnel manual changes

Mayor Dobbs mentioned that we would be continuing the dialogue around our city administrative management structure and personnel manual upgrading needs to capture expanding duties, responsibilities and reporting structures. City Secretary / Administrator Hollen discussed the need to update his job description and shared prior position description documents. He noted that as he and the Mayor meet with department heads they are seeking to gain a better understanding and alignment of and between these departments. Striving for a unity of purpose is the goal with all city employees and previous mission, vision, values statements were mentioned as we will be seeking to create a framework for the city's strategic planning and execution model. More on this topic will be forthcoming at our June 22 city council meeting.

A motion was made by Alderman Resnik, seconded by Alderman Medlin to adjourn at 7:55 pm.

ADJOURN

(ALL ITEMS ARE POSTED FOR DISCUSSION AND ACTION UNLESS OTHERWISE NOTED)

THE CITY COUNCIL OF THE CITY OF QUITMAN RESERVES THE RIGHT TO RECESS THE MEETING AND CONDUCT AN EXECUTIVE SESSION AT ANY TIME DURING THE COURSE OF THIS MEETING TO DISCUSS ANY OF THE MATTERS LISTED, AS AUTHORIZED BY THE TEXAS GOVERNMENT CODE SECTION 551.071-551.088