



## City of Onalaska

P.O. Box 880 • Onalaska, Texas 77360

### REGULAR MONTHLY MEETING

### MINUTES

March 8, 2022

**THE STATE OF TEXAS ]**  
**THE COUNTY OF POLK ]**  
**THE CITY OF ONALASKA ]**

The City Council of the City of Onalaska, Texas, met in the chamber room of City Hall for a Regular meeting on March 8<sup>th</sup>, 2022, at 5:00 p.m. Roll was called and the following were present:

|                 |   |                    |
|-----------------|---|--------------------|
| Shirley Gilmore | ] | Mayor Pro Tem      |
| James Arnett    | ] | Councilmembers     |
| JR Chance       |   |                    |
| Paul Laverty    |   |                    |
| Angela Stutts   | ] | City Administrator |
| Jessi Stanton   | ] | Chief of Police    |
| Jay Stutts      | ] | Fire Chief         |
| Sherry Brecheen | ] | Librarian          |

#### **And the following visitors:**

Sign in sheet attached.

Quorum being present, the Mayor Pro Tem continued with the meeting. The purpose of the meeting was to hear from the public, approve the consent agenda minutes, voucher list and accept the financial report, hear reports from the departments, Presentation of 3-minute video filmed in 1946 of a Ford Model A utilized to transport people between Trinity, Livingston, Blanchard and Onalaska which in earlier years was utilized by the Wobbly Bobbly Train filmed by Robert W. Richardson - original film is stored in the Railroad Museum in Colorado, motion to approve Ordinance 421 Budget Amendments to Ordinance 407 FY 2020-2021 Annual Budget, presentation of FY 2020-2021 Annual Audit by Darla Dear with Belt Harris Pechacek, LLLP of Houston, motion to accept FY 2020-2021 Annual Audit performed by Belt Harris Pechacek, LLLP of Houston as presented, presentation by Frank C. Miller and/or Michael S. Miller or representative regarding property located at 126 Gazelle Loop and 132 Gazelle Loop in Onalaska, Texas (Impala Woods Subdivision Section 3, Block 8 Lots 26 and 27 described in a deed dated May 31, 2012 from Jack A. Miller Jr. to Frank Miller recorded in Volume 1847, page 665 of the Official Public Records of Polk County, Texas to show cause why such building should not be declared unsafe and/or dangerous, action to declare building dangerous or unsafe as determined by City Council regarding property owned by Frank C. Miller and/or Michael S. Miller or representative regarding property located at 126

Gazelle Loop and 132 Gazelle Loop in Onalaska, Texas (Impala Woods Subdivision Section 3, Block 8 Lots 26 and 27 described in a deed dated May 31, 2012 from Jack A. Miller Jr. to Frank Miller recorded in Volume 1847, page 665 of the Official Public Records of Polk County, Texas and order to vacate, remove or demolish said structure, approve Resolution 2022-03 Interlocal Agreement with the City of Onalaska and the Greater Onalaska Heritage Society for the Community Garden Project, approve Adron Seward for Part-Time Telecommunications Operator with the standard probationary period, review and approve updated Police Department Policies 1.7 Department Goals and Objectives, 2.1 Rules of Conduct, 2.3 Sexual or Other Illegal Harassment, 2.4 Internal Investigation Process and 2.5 Employee Disciplinary Process, approve Ordinance 422 Continuation of Exclusive Franchise Agreement with Piney Woods Sanitation and announce any other upcoming events.

### **PLEDGE & PRAYER**

Kathy Lott, opened the meeting with a prayer and led the pledge to the American and Texas Flags.

### **PUBLIC FORUM**

None

### **PRESENTATION OF 3-MINUTE VIDEO FILMED IN 1946 OF A FORD MODEL A UTILIZED TO TRANSPORT PEOPLE BETWEEN TRINITY, LIVINGSTON, BLANCHARD AND ONALASKA WHICH IN EARLIER YEARS WAS UTILIZED BY THE WOBBLY BOBBLY TRAIN FILMED BY ROBERT W. RICHARDSON**

Historical video for information only. Not an action item.

### **CONSENT AGENDA**

It was moved by James Arnett and a second was made by Paul Laverty to accept and approve items listed on the consent agenda as presented.

**VOTE: For – All; Against – None. Motion carried.**

### **REPORTS – POLICE DEPARTMENT**

Police Department reported that the department traveled 2879 miles during February 2022; 331 Subdivision Patrols, 106 Business Checks, 328 Calls for Service, 14 Felony Arrests, 5 Misdemeanor Arrests, 100 Citations, 123 Warnings, Assisted PCSO 11 times, Assisted DPS 0 times and Assisted OVFD/EMS 12 times, 45 Cases, 7 Narcotic/DWI Arrest and worked on 15 warrants worked.

### **FIRE DEPARTMENT**

Fire Department reported that the Fire Department responded to 39 calls for assistance during February 2022. 24 medical calls, 4 structure fires, 5 grass fires, 0 vehicle fires, 3 motor vehicle accidents, 0 lake rescues, 1 landing zone calls, 0 hazmat calls, 0 assist calls and 0 mutual-aide calls, totaling 91 volunteer man hours.

### **CODE ENFORCEMENT/PERMITTING**

There were 13 building permits issued in the month of February. Total collected was \$9,064.20.

There were 4 citations issued in the month of February by Code Enforcement for Unwholesome conditions, unsafe and/or dangerous buildings.



### **FIRE INVESTIGATIONS**

There were two fire investigations for illegal burns where no evidence was observed of anything other than brush and leaves being burned and was ruled unfounded.

### **LIBRARY BOARD REPORT**

No Report

### **LIBRARIAN'S REPORT**

Librarian reported for the month of February: Current borrowers 1751. Books checked out: 481; Patrons: 356; Computer Usage: 94; Copies/Faxes \$287.75; Fines: \$14.20; Membership Fee: \$6.00; Postage: \$6.00; Book Replacement: \$0.00; Restricted Donations: \$105.00 and Regular Donations: \$83.20 and 38 Volunteer Hours were documented.

### **CITY ADMINISTRATOR REPORT ON STREET REPAIR AND MAINTENANCE**

The 2020 TDA project construction is complete in Oakridge Subdivision. The work has a 1-year warranty so if you see anything that needs to be addressed let me know as soon as possible. Currently waiting on the materials for Holmes Road, Pine Grove and Sycamore, however the pot holes on Town and Plaza Streets were filled in.

We are seeking volunteer assistance to clean up and around the city sidewalks.

Last, if anyone has a road complaint, please let me know so that it can be documented and evaluated.

### **Motion to approve Ordinance 421 Budget Amendments to Ordinance 407 FY 2020-2021 Annual Budget**

It was moved by James Arnett and a second was made by Paul Laverty to approve Ordinance 421 Budget Amendments to Ordinance 407 FY 2020-2021 Annual Budget.

**VOTE: For – All; Against – None. Motion passed.**

### **PRESENTATION OF FY 2020-2021 ANNUAL AUDIT BY DARLA DEAR WITH BELT HARRIS PECHACEK, LLLP OF HOUSTON**

Darla Dear presented the City of Onalaska FY 2020-21 Annual Audit Report

### **MOTION TO ACCEPT FY 2020-2021 ANNUAL AUDIT PERFORMED BY BELT HARRIS PECHACEK, LLLP OF HOUSTON AS PRESENTED**

It was moved by Paul Laverty and a second was made by JR Chance to accept FY 2020-2021 Annual Audit performed by Belt Harris Pechacek, LLLP of Houston as presented.

**VOTE: For – All; Against – None. Motion passed.**

### **PRESENTATION BY FRANK C. MILLER AND/OR MICHAEL S. MILLER OR REPRESENTATIVE REGARDING PROPERTY LOCATED AT 126 GAZELLE LOOP AND 132 GAZELLE LOOP IN ONALASKA, TEXAS (IMPALA WOODS SUBDIVISION SECTION 3, BLOCK 8 LOTS 26 AND 27 DESCRIBED IN A DEED DATED MAY 31, 2012 FROM JACK A. MILLER JR. TO FRANK MILLER RECORDED IN VOLUME 1847, PAGE 665 OF THE OFFICIAL PUBLIC RECORDS OF POLK COUNTY, TEXAS TO SHOW CAUSE WHY SUCH BUILDING SHOULD NOT BE DECLARED UNSAFE AND/OR DANGEROUS**

No representative present.

**ACTION TO DECLARE BUILDING DANGEROUS OR UNSAFE AS DETERMINED BY CITY COUNCIL REGARDING PROPERTY OWNED BY FRANK C. MILLER AND/OR MICHAEL S. MILLER OR REPRESENTATIVE REGARDING PROPERTY LOCATED AT 126 GAZELLE LOOP AND 132 GAZELLE LOOP IN ONALASKA, TEXAS (IMPALA WOODS SUBDIVISION SECTION 3, BLOCK 8 LOTS 26 AND 27 DESCRIBED IN A DEED DATED MAY 31, 2012 FROM JACK A. MILLER JR. TO FRANK MILLER RECORDED IN VOLUME 1847, PAGE 665 OF THE OFFICIAL PUBLIC RECORDS OF POLK COUNTY, TEXAS AND ORDER TO VACATE, REMOVE OR DEMOLISH SAID STRUCTURE**

It was moved by James Arnett and a second was made by Paul Laverty to declare building dangerous or unsafe as determined by City Council regarding property owned by Frank C. Miller and/or Michael S. Miller or representative regarding property located at 126 Gazelle Loop and 132 Gazelle Loop in Onalaska, Texas (Impala Woods Subdivision Section 3, Block 8 Lots 26 and 27 described in a deed dated May 31, 2012 from Jack A. Miller Jr. to Frank Miller recorded in Volume 1847, page 665 of the Official Public Records of Polk County, Texas and order to vacate, remove or demolish said structure.

**VOTE: For – All; Against – None. Motion passed.**

**APPROVE RESOLUTION 2022-03 INTERLOCAL AGREEMENT WITH THE CITY OF ONALASKA AND THE GREATER ONALASKA HERITAGE SOCIETY FOR THE COMMUNITY GARDEN PROJECT**

It was moved by JR Chance and a second was made by James Arnett and Paul Laverty to Approve Resolution 2022-03 Interlocal Agreement with the City of Onalaska and the Greater Onalaska Heritage Society for the Community Garden Project.

**VOTE: For – All; Against – None. Motion passed.**

**APPROVE ADRON SEWARD FOR PART-TIME TELECOMMUNICATIONS OPERATOR WITH THE STANDARD PROBATIONARY PERIOD**

It was moved by James Arnett and a second was made by Paul Laverty to approve Adron Seward for Part-Time Telecommunications Operator with the standard probationary period.

**VOTE: For – All; Against – None. Motion passed.**

**REVIEW AND TO APPROVE UPDATED POLICE DEPARTMENT POLICIES BY REPLACING SECTIONS 1.7 DEPARTMENT GOALS AND OBJECTIVES, 2.1 RULES OF CONDUCT, 2.3 SEXUAL OR OTHER ILLEGAL HARASSMENT, 2.4 INTERNAL INVESTIGATION PROCESS AND 2.5 EMPLOYEE DISCIPLINARY PROCESS**

It was moved by James Arnett and a second was made by JR Chance to approve updated Police Department Policies by replacing sections 1.7 Department Goals and Objectives, 2.1 Rules of Conduct, 2.3 Sexual or Other Illegal Harassment, 2.4 Internal Investigation Process and 2.5 Employee Disciplinary Process.

**VOTE: For – All; Against – None. Motion passed.**

**APPROVE ORDINANCE 422 CONTINUATION OF EXCLUSIVE FRANCHISE AGREEMENT WITH PINEY WOODS SANITATION**

It was moved by Paul Laverty and a second was made by James Arnett to approve Ordinance 422 Continuation of Exclusive Franchise Agreement with Piney Woods Sanitation.

**VOTE: For – All; Against – None. Motion passed.**

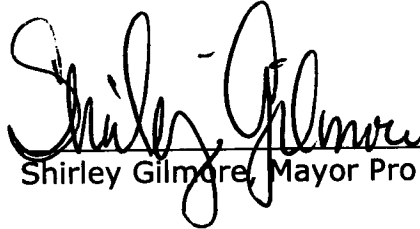
## **PUBLIC ANNOUNCEMENTS**

### **ADJOURNMENT**

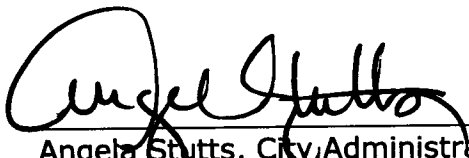
At approximately 5:29 p.m., it was moved by Shirley Gilmore and a second was made by JR Chance to adjourn the meeting.

**VOTE: For – All; Against – None. Motion carried.**

APPROVED:

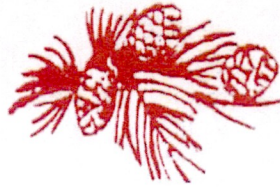
  
Shirley Gilmore, Mayor Pro Tem

ATTEST:

  
Angela Stutts, City Administrator  
DATE: April 12, 2022







## City of Onalaska

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**PUBLIC FORUM  
SIGN-IN  
LIMIT 3 MINUTES**

**DATE: 03/08/2022**

**NAME**

**SUBJECT**

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_



## City of Onalaska

P.O. Box 880 • Onalaska, Texas 77360

**Tuesday, March 8, 2022**  
**REGULAR CALLED MEETING**  
**SIGN-IN SHEET**

|    |                 |    |  |
|----|-----------------|----|--|
| 1  | Sherry Brecheen | 12 |  |
| 2  | Jay Stults      | 13 |  |
| 3  | Al Parrish      | 14 |  |
| 4  | Carl Cruse      | 15 |  |
| 5  | Harold Amos     | 16 |  |
| 6  | Henry Morgan    | 17 |  |
| 7  |                 | 18 |  |
| 8  |                 | 19 |  |
| 9  |                 | 20 |  |
| 10 |                 | 21 |  |
| 11 |                 | 22 |  |