



City of Onalaska

P.O. Box 880 • Onalaska, Texas 77360

REGULAR MONTHLY MEETING

MINUTES

January 12, 2020

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 the regular monthly meeting on January 14th, 2020, at 7:00 p.m. Roll was called and the following were present:

Chip Choate]	Mayor
Shirley Gilmore]	Mayor Pro-Tem
James Arnett]	
J. R. Chance]	Councilmembers
Carl Cruse]	
Paul Lavery]	
Angela Stutts]	City Administrator
John Maddox]	Police Chief
Jay Stutts]	Fire Chief
Lee Parrish]	Police Captain/Code Enforcement
Sherry Brecheen]	Librarian

And the following visitors:

Sign in sheet attached.

Quorum being present, the Mayor 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 Christmas Decorating Certificates, presentation of City Audit conducted by Belt Harris Pechacek for fiscal year ending September 30, 2019 with action to accept, review and approve recruitment of Reserve Police Officer Jacob Resch, accept the Racial Profile Report for 2019 as presented, review and approve Resolution 20-001 amended Employee Vacation Policy, review and approve Resolution 20-002 Establishing policy regarding civilian riders to be included in the Police Department Policies and Procedures manual, review and approve Resolution 20-003 Creating a Part-time/Temporary Police Officer Position for the purpose of working Warrants, Code Enforcement and filing vacant shifts, review and approve Resolution 20-004 authorizing the purchase of a 2020 Tahoe with

financing through First National Bank of Livingston for 36 months at 2.85% interest, authorizing Chip Choate, Mayor, Shirley Gilmore, Mayor Pro-Tem and Angela Stutts, City Administrator as Authorized Signers on behalf of the City of Onalaska, review and approve Resolution 20 005 authorization to open two new checking accounts, designating authorized function abilities and signatories for the City of Onalaska, review and approve Ordinance #393 Ordering the General Election on May 2, 2020, review and approve Inter-local Agreement between the City of Onalaska and Polk County to acquire the use of certain items of equipment and services of the County in compliance with the requirements of the Texas Election Code and regulations promulgated by the Texas Secretary of State, review and approve Inter-local Agreement between the City of Onalaska and the Onalaska Independent School District for the purpose of conducting a joint election in compliance with the requirements of the Texas Election Code and regulations promulgated by the Texas Secretary of State, review and approve Inter-local Agreement between the City of Onalaska and Polk County Fresh Water Supply District #2 for the purpose of conducting a joint election in compliance with the requirements of the Texas Election Code and regulations promulgated by the Texas Secretary of State and announce any other upcoming events.

PLEDGE & PRAYER

Mayor Chip Choate opened the meeting with a prayer and led the pledge to the American and Texas Flags.

PRESENTATION OF CHRISTMAS DECORATING CERTIFICATES

Mayor Chip Choate presented Christmas Decorating Certificates to the following:

Business: 1st Place - First National Bank, 2nd Place - First State Bank and 3rd Place - DP Floor Care & Interior

Residential: 1st Place - James and Susan Mitchell, 2nd Place - Debbi Roberts and 3rd Place - George White

Subdivision: 1st Place - Twin Harbors and 2nd Place - Yaupon Cove

We thank everyone who participated and look forward to next year!

PRESENTATION OF CITY AUDIT BY DARLA DEAR CONDUCTED BY BELT HARRIS PECHACEK FOR FISCAL YEAR ENDING SEPTEMBER 30, 2019 WITH ACTION TO ACCEPT

It was moved by Carl Cruse and a second was made by Shirley Gilmore to accept as presented the City Audit conducted by Belt Harris Pechacek for fiscal year ending September 30, 2019.

PUBLIC FORUM

Chip Choate congratulated Angela Stutts for her completion of the Certified Public Manager Program.

CONSENT AGENDA

It was moved by Shirley Gilmore 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 6628 miles during November 2019; responded to 1566 non-dispatched calls; 283 dispatched calls; 27 officer assists, and assisted the fire department 8 times. Besides all of this, 184 citations, 33 warnings. Worked 58 cases, 34 misdemeanor arrests and 22 felony arrest were made.

Police Department reported that the department traveled 6763 miles during December 2019; responded to 1529 non-dispatched calls; 189 dispatched calls; 23 officer assists, and assisted the fire department 4 times. Besides all of this, 184 citations, 57 warnings. Worked 11 cases, 46 misdemeanor arrests and 12 felony arrest were made.

FIRE DEPARTMENT

Fire Department reported that the Fire Department responded to 33 calls for assistance during November 2019. 26 medical calls, 1 structure fire, 1 grass fire, 0 vehicle fires, 2 motor vehicle accidents, 0 lake rescues, 0 landing zones, 0 hazmat calls, 3 assist calls and 0 mutual-aide calls, totaling 51 volunteer man hours.

Fire Department reported that the Fire Department responded to 32 calls for assistance during December 2019. 24 medical calls, 0 structure fires, 1 grass fire, 1 vehicle fire, 0 motor vehicle accidents, 0 lake rescues, 1 landing zone, 0 hazmat calls, 5 assist calls and 0 mutual-aide calls, totaling 195 volunteer man hours.

CODE ENFORCEMENT/PERMITTING

Building Inspector- During November 2019, 10 permits were issued. Total permit fees collected were **\$2,579.20**. The total added value to the city was **\$260,200**.

During December 2019, 8 permits were issued. Total permit fees collected were **\$1,160.80**. The total added value to the city was **\$125,350**.

Code Enforcement – During November 2019 there were 73 citations issued for City Ordinance Violations and 7 for Animal Ordinance Violations.

Code Enforcement – During December 2019 there were 6 citations issued for City Ordinance Violations.

Fire Investigations – There were 0 fire investigations in November 2019 and 1 in December which at this time is ongoing.

LIBRARY BOARD REPORT

No Report

LIBRARIAN'S REPORT

Librarian reported for the month of November: Current borrowers 1560. Books checked out: 544; Patrons: 1122; Computer Usage: 135; Copies/Faxes \$309.00; Fines: \$4.00; Membership Fee: \$1.00; Postage: \$0.00; Book Replacement: \$0.00; Proctoring \$0.00; Auxiliary Fund \$

0.00; Restricted Donations: \$10.00 and Regular Donations: \$219.80 and 77.5 Volunteer Hours were documented.

Librarian reported for the month of December: Current borrowers 1571. Books checked out: 807; Patrons: 1265; Computer Usage: 127; Copies/Faxes \$229.25; Fines: \$11.60; Membership Fee: \$0.00; Postage: \$0.00; Book Replacement: \$0.00; Proctoring \$0.00; Auxiliary Fund \$ 480.50; Restricted Donations: \$0.00 and Regular Donations: \$111.90 and 77.5 Volunteer Hours were documented.

REVIEW AND APPROVE PERSONNEL ACTION REQUEST

It was moved by Shirley Gilmore and a second was made by Paul Laverty to approve the recruitment of Reserve Police Officer Jacob Resch.

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

REVIEW AND ACCEPT THE RACIAL PROFILE REPORT FOR 2019 AS PRESENTED

It was moved by Shirley Gilmore and a second was made by James Arnett to accept the Racial Profile Report for 2019 as presented.

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

REVIEW AND APPROVE RESOLUTION 20-001 AMENDED EMPLOYEE VACATION POLICY

It was moved by Shirley Gilmore and a second was made by Paul Laverty and James Arnett to approve Resolution 20-001 amended Employee Vacation Policy.

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

REVIEW AND APPROVE RESOLUTION 20-002 ESTABLISHING POLICY REGARDING CIVILIAN RIDERS TO BE INCLUDED IN THE POLICE DEPARTMENT POLICIES AND PROCEDURES MANUAL

It was moved by Shirley Gilmore and a second was made by JR Chance to approve Resolution 20-002 Establishing policy regarding civilian riders to be included in the Police Department Policies and Procedures manual.

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

REVIEW AND APPROVE RESOLUTION 20-003 CREATING A PART-TIME/TEMPORARY POLICE OFFICER POSITION FOR THE PURPOSE OF WORKING WARRANTS, CODE ENFORCEMENT AND FILING VACANT SHIFTS

It was moved by Shirley Gilmore and a second was made by James Arnett to approve Resolution 20-003 Creating a Part-time/Temporary Police Officer Position for the purpose of working Warrants, Code Enforcement and filing vacant shifts.

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

REVIEW AND APPROVE RESOLUTION 20-004 AUTHORIZING THE PURCHASE OF A 2020 TAHOE WITH FINANCING THROUGH FIRST NATIONAL BANK OF LIVINGSTON FOR 36 MONTHS AT 2.85% INTEREST, AUTHORIZING CHIP CHOATE, MAYOR, SHIRLEY GILMORE, MAYOR PRO-TEM AND ANGELA STUTTS, CITY ADMINISTRATOR AS AUTHORIZED SIGNERS ON BEHALF OF THE CITY OF ONALASKA

It was moved by Carl Cruse and a second was made by James Arnett to approve Resolution 20-004 authorizing the purchase of a 2020 Tahoe with financing through First National Bank of Livingston for 36 months at 2.85% interest, authorizing Chip Choate, Mayor, Shirley Gilmore, Mayor Pro-Tem and Angela Stutts, City Administrator as Authorized Signers on behalf of the City of Onalaska.

**VOTE: For – James Arnett, JR Chance, Carl Cruse and Paul Laverty;
Against – None; Abstained – Shirley Gilmore. Motion carried**

REVIEW AND APPROVE RESOLUTION 20 005 AUTHORIZATION TO OPEN TWO NEW CHECKING ACCOUNTS, DESIGNATING AUTHORIZED FUNCTION ABILITIES AND SIGNATORIES FOR THE CITY OF ONALASKA

It was moved by Shirley Gilmore and a second was made by James Arnett to approve Resolution 20 005 authorization to open two new checking accounts, designating authorized function abilities and signatories for the City of Onalaska.

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

REVIEW AND APPROVE ORDINANCE #393 ORDERING THE GENERAL ELECTION ON MAY 2, 2020

It was moved by James Arnett and a second was made by JR Chance to approve Ordinance #393 Ordering the General Election on May 2, 2020.

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

REVIEW AND APPROVE INTER-LOCAL AGREEMENT BETWEEN THE CITY OF ONALASKA AND POLK COUNTY TO ACQUIRE THE USE OF CERTAIN ITEMS OF EQUIPMENT AND SERVICES OF THE COUNTY IN COMPLIANCE WITH THE REQUIREMENTS OF THE TEXAS ELECTION CODE AND REGULATIONS PROMULGATED BY THE TEXAS SECRETARY OF STATE

It was moved by Shirley Gilmore and a second was made by James Arnett to approve Inter-local Agreement between the City of Onalaska and Polk County to acquire the use of certain items of equipment and services of the County in compliance with the requirements of the Texas Election Code and regulations promulgated by the Texas Secretary of State.

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

REVIEW AND APPROVE INTER-LOCAL AGREEMENT BETWEEN THE CITY OF ONALASKA AND THE ONALASKA INDEPENDENT SCHOOL DISTRICT FOR THE PURPOSE OF CONDUCTING A JOINT ELECTION IN COMPLIANCE WITH THE REQUIREMENTS OF THE TEXAS ELECTION CODE AND REGULATIONS PROMULGATED BY THE TEXAS SECRETARY OF STATE

It was moved by James Arnett and a second was made by Carl Cruse to approve Inter-local Agreement between the City of Onalaska and the Onalaska Independent School District for the purpose of conducting a joint election in compliance with the requirements of the Texas Election Code and regulations promulgated by the Texas Secretary of State.

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

REVIEW AND APPROVE INTER-LOCAL AGREEMENT BETWEEN THE CITY OF ONALASKA AND POLK COUNTY FRESH WATER SUPPLY DISTRICT #2 FOR THE PURPOSE OF CONDUCTING A JOINT ELECTION IN COMPLIANCE WITH THE REQUIREMENTS OF THE TEXAS ELECTION CODE AND REGULATIONS PROMULGATED BY THE TEXAS SECRETARY OF STATE

It was moved by Shirley Gilmore and a second was made by James Arnett to approve Inter-local Agreement between the City of Onalaska and Polk County Fresh Water Supply District #2 for the purpose of conducting a joint election in compliance with the requirements of the Texas Election Code and regulations promulgated by the Texas Secretary of State.

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

PUBLIC ANNOUNCEMENTS

ADJOURNMENT

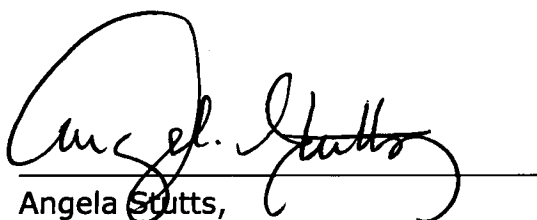
At approximately 7:40 p.m., it was moved by Shirley Gilmore and a second was made by James Arnett to adjourn the meeting.

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

APPROVED:

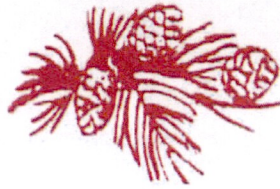

Chip Choate, Mayor

ATTEST:



Angela Stutts,
City Administrator

DATE: February 11th, 2020



City of Onalaska

P.O. Box 880 • Onalaska, Texas 77360

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

DATE: 01/14/2020

NAME

SUBJECT

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____



City of Onalaska

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Tuesday, January 14, 2020
REGULAR CALLED COUNCIL MEETING

PRINT NAME

1 Debbi & Cliff Roberts

2 Capt Lee Parrish

3 Tom Haddon

4 Abby Haddon

5 Sherry Brecheen

6 Howard Anderson

7 Jay Stotts

8 R. L. Lamberth

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