



City of Onalaska

P.O. Box 880 • Onalaska, Texas 77360

SPECIAL MONTHLY MEETING

MINUTES

January 25, 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 Special meeting on January 25th, 2022, at 5:00 p.m. Roll was called and the following were present:

Shirley Gilmore]	Mayor Pro Tem
James Arnett]	Councilmembers
JR Chance		
Angela Stutts]	City Administrator
Jay Stutts]	Fire Chief
Lee Parrish]	Permit Manager
Sherry Brecheen]	Librarian

And the following visitors:

Sign in sheet attached.

Quorum being present Paul Laverty's absence was excused, 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, review and approve Ordinance 416 Animal Control amending Ordinance 394, accept the 2021 Racial Profile Report as presented, review and approve updated Police Department Policies by replacing sections specified, review and approve Resolution 2022-01 City of Onalaska Personnel Policy, review and approve the 2022 Holiday Schedule, review and approve Resolution 2022-02 authorizing Shirley Gilmore, Mayor Pro Tem to sign a Non-Exclusive License and Service Agreement with Local Government Solutions for our Municipal Court Software, review and approve Ordinance #417 Ordering the General Election on May 7, 2022, review and approve Ordinance #418 Ordering the Special Called Election on May 7, 2022, 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 No. 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

JR Chance opened the meeting with a prayer and J. C. Stutts led the pledge to the American and Texas Flags.

PUBLIC FORUM

None

CONSENT AGENDA

It was moved by James Arnett and a second was made by JR Chance 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 3372 miles during November 2021; 393 Subdivision Patrols, 123 Business Checks, 811 Calls for Service, 14 Felony Arrests, 2 Misdemeanor Arrests, 84 Citations, 39 Warnings, Assisted PCSO 15 times, Assisted DPS 0 times and Assisted OVFD/EMS 5 times, 34 Cases, 1 Narcotic/DWI Arrest and worked on 26 warrants worked.

Police Department reported that the department traveled 2611 miles during December 2021; 349 Subdivision Patrols, 81 Business Checks, 332 Calls for Service, 18 Felony Arrests, 9 Misdemeanor Arrests, 68 Citations, 79 Warnings, Assisted PCSO 10 times, Assisted DPS 1 time and Assisted OVFD/EMS 11 times, 30 Cases, 10 Narcotic/DWI Arrest and worked on 36 warrants worked.

FIRE DEPARTMENT

Fire Department reported that the Fire Department responded to 41 calls for assistance during November 2021. 20 medical calls, 3 structure fires, 4 grass fires, 0 vehicle fires, 4 motor vehicle accidents, 2 lake rescues, 1 landing zone call, 1 hazmat call, 6 assist calls and 0 mutual-aid calls, totaling 87 volunteer man hours.

Fire Department reported that the Fire Department responded to 66 calls for assistance during December 2021. 37 medical calls, 3 structure fires, 4 grass fires, 0 vehicle fires, 4 motor vehicle accidents, 2 lake rescues, 8 landing zone calls, 0 hazmat calls, 6 assist calls and 0 mutual-aid calls, totaling 122 volunteer man hours.

CODE ENFORCEMENT/PERMITTING

15 warnings issued with 10 coming into compliance within 10 days. There were 12 warrants issued for animal ordinance violations. These warrants were for a multi time repeat offender who refuses to show proof of vaccination, has number of dogs exceeding the 4 allowed by ordinance and does not have the dogs registered with the city.

There are currently 21 new open cases for violations. There are 7 properties being monitored that are working towards compliance. There are also 4 properties that I am researching trying to find heirs of the owner of record.

FIRE INVESTIGATIONS

There were 5 reports of illegal burning within the City. 4 were determined to be unfounded as the items being burned were not prohibited materials the fifth one resulted in a warning being issued.

LIBRARY BOARD REPORT

No Report

LIBRARIAN'S REPORT

Librarian reported for the month of November: Current borrowers 1719. Books checked out: 465; Patrons: 311; Computer Usage: 75; Copies/Faxes \$205.75; Fines: \$0.00; Membership Fee: \$9.00; Postage: \$200.00; Book Replacement: \$0.00; Restricted Donations: \$0.00 and Regular Donations: \$28.85 and 45 Volunteer Hours were documented.

Librarian reported for the month of December: Current borrowers 1731. Books checked out: 450; Patrons: 407; Computer Usage: 108; Copies/Faxes \$390.00; Fines: \$11.60; Membership Fee: \$10.00; Postage: \$3.00; Book Replacement: \$0.00; Restricted Donations: \$100.00; Regular Donations: \$156.75; Auxiliary Fund: \$331.00 and 45 Volunteer Hours were documented.

CITY ADMINISTRATOR WILL REPORT ON STREET REPAIR AND MAINTENANCE

Chelsea Street is complete with the added materials and road work as planned. We are waiting on the weather to add material to Holmes Road. The 2020 TDA project construction is underway in Oakridge Subdivision. Once complete we will be able to move forward on additional work needed on Pine Grove and Sycamore.

REVIEW AND APPROVE ORDINANCE 416 ANIMAL CONTROL AMENDING ORDINANCE 394

It was moved by James Arnett and a second was made by JR Chance to approve Ordinance 416 Animal Control amending Ordinance 394.

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

ACCEPT THE 2021 RACIAL PROFILE REPORT AS PRESENTED

It was moved by James Arnett and a second was made by JR Chance to Accept the 2021 Racial Profile Report as presented.

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

REVIEW AND APPROVE UPDATED POLICE DEPARTMENT POLICIES BY REPLACING SECTIONS SPECIFIED

It was moved by JR Chance and a second was made by James Arnett to approve updated Police Department Policies by replacing sections specified as follows:

- a. 1.1 Mission Value and Written Directive System
- b. 1.2 Jurisdiction, Organization, and Authority
- c. 1.4 Inspections and Audits
- d. 1.5 Mutual Aid
- e. 1.6 Departmental Reports
- f. 2.2 Bias Based Policing
- g. 2.9 Mental Health Leave
- h. 4.8 Reserve Officer Program

- i. 6.1 Use of Force
- j. 7.10 Prisoner Restraints
- k. 7.11 Prisoner Transport
- l. 7.13 Domestic Violence and Protective Orders
- m. 7.3 Arrests with/without a Warrant
- n. 7.30 Traffic Enforcement
- o. 7.4 Search Incident to Arrest
- p. 7.42 Eyewitness Identifications
- q. 7.15 Vehicle Pursuits
- r. 7.5 Search Warrant
- s. 12.1 Property and Evidence

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

REVIEW AND APPROVE RESOLUTION 2022-01 CITY OF ONALASKA PERSONNEL POLICY

It was moved by James Arnett and a second was made by JR Chance to approve Resolution 2022-01 City of Onalaska Personnel Policy.

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

REVIEW AND APPROVE THE 2022 HOLIDAY SCHEDULE

It was moved by James Arnett and a second was made by JR Chance to approve the 2022 Holiday Schedule.

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

REVIEW AND APPROVE RESOLUTION 2022-02 AUTHORIZING SHIRLEY GILMORE, MAYOR PRO TEM TO SIGN A NON-EXCLUSIVE LICENSE AND SERVICE AGREEMENT WITH LOCAL GOVERNMENT SOLUTIONS FOR OUR MUNICIPAL COURT SOFTWARE

It was moved by James Arnett and a second was made by JR Chance to approve Resolution 2022-02 authorizing Shirley Gilmore, Mayor Pro Tem to sign a Non-Exclusive License and Service Agreement with Local Government Solutions for our Municipal Court Software.

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

REVIEW AND APPROVE ORDINANCE #417 ORDERING THE GENERAL ELECTION ON MAY 7, 2022

It was moved by JR Chance and a second was made by James Arnett to approve Ordinance #417 Ordering the General Election on May 7, 2022.

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

REVIEW AND APPROVE ORDINANCE #418 ORDERING THE SPECIAL CALLED ELECTION ON MAY 7, 2022

It was moved by James Arnett and a second was made by JR Chance to approve Ordinance #418 Ordering the Special Called Election on May 7, 2022.

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

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 JR Chance 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 passed.

**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 JR Chance 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 passed.

**REVIEW AND APPROVE INTER-LOCAL AGREEMENT BETWEEN THE CITY OF
ONALASKA AND POLK COUNTY FRESH WATER SUPPLY DISTRICT NO. 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 JR Chance 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 No. 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 passed.

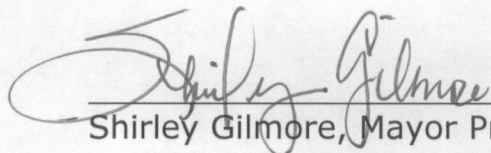
PUBLIC ANNOUNCEMENTS

ADJOURNMENT

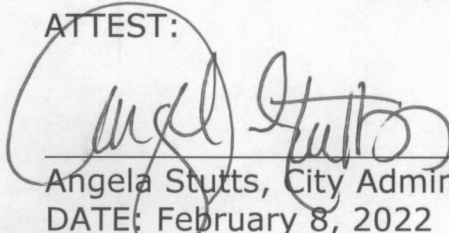
At approximately 5:16 p.m., it was moved by James Arnett and a second was made by JR Chance to adjourn the meeting.

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

APPROVED:


Shirley Gilmore, Mayor Pro Tem

ATTEST:


Angela Stutts, City Administrator
DATE: February 8, 2022





City of Onalaska

P.O. Box 880 • Onalaska, Texas 77360

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

DATE: 01/25/2022

	NAME	SUBJECT
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2.	<hr/>	
3.	<hr/>	
4.	<hr/>	
5.	<hr/>	



City of Onalaska

P.O. Box 880 • Onalaska, Texas 77360

**Tuesday, January 25, 2022
SPECIAL CALLED MEETING
SIGN-IN SHEET**

1	Fire Marshal Lee Parrish	12	
2	Sherry Brecheen	13	
3	Lay Stubb	14	
4	Emily Banks Wooten	15	
5	Carl Cruise	16	
6	Harold Alvarado	17	
7		18	
8		19	
9		20	
10		21	
11		22	