

**MINEOLA CITY COUNCIL MINUTES  
REGULAR MEETING - MINEOLA CITY HALL  
MAY 18, 2020, 5:30 P.M.**

**MEMBERS PRESENT**     **In person:** Mayor Kevin White, Council Members Sue Jones, Mitchell Tuck and Novada Bigham **Via video/phone conference:** Council Members Jayne Lankford, Polly Jones, and Greg Hollen

**MEMBERS ABSENT**     None

**STAFF PRESENT**     **In person:** Mercy Rushing, Cindy Karch, Charles Bittner, William Crump, Doris Newman, Lynn Kitchens and David Madsen

**OTHERS PRESENT**     **In person:** Representative Cole Heffner, Senator Bryan Hughes, Cassandra Sampson, Channing Bush, Carlist Brinkley, Rufus Jackson, Audrey Turman, Gwen Perkins and Cleotrice Walton. **Via video/phone conference:** Phil Major, Wood County Monitor

**CALL TO ORDER**     Mayor Pro-Tem Novada Bigham called the meeting to order at 5:30 p.m. and confirmed a quorum of the council was present.

Invocation led by Mitchell Tuck and Pledge of Allegiance lead by Greg Hollen

**CITIZEN COMMENT** – None

**PRESENTATIONS AND PROCLAMATIONS**

1. Mayor White presented Councilmember Novada Bigham an award for her length of service on the City Council. Representative Cole Heffner presented her with a flag flown over the Texas State Capital and Senator Hughes presented a gavel and a Joint Proclamation from both the Texas House and the Senate honoring her years of public service. Mayor White called a short five-minute break for a reception for Mrs. Bigham.

**INCOMING COUNCIL**

City Secretary Cindy Karch administered the oath of office to incoming councilmembers Sue Jones, Ward 1, Jayne Lankford, Ward 2 and Cassandra Sampson, Ward 3.

**CONSENT AGENDA**

1. Consider approval of minutes of the Regular City Council Meeting on April 27, 2020.
2. Consider approval of the Financial Statement for the month of April, 2020.
3. Consider approval of the Monthly Investment Report for the month of April, 2020.
4. Consider approval of the Monthly Department Head Reports for the month of April, 2020. (Building Inspections, Code Enforcement, Fire, Police, Main Street, Marketing, Street, Water, Wastewater)
5. Consider action on a resolution authorizing correction of typographical and/or scrivener's errors in city ordinances, resolutions and related city documents.
6. Consider approval of a resolution amending the Employee Handbook to amend section 8.15, Political Activities.

Councilmember Greg Hollen made the motion to approve the consent agenda. The motion was seconded by Councilmember Sue Jones and carried by a unanimous roll-call vote.

#### **DISCUSSION ON ACTION ITEMS, PUBLIC HEARINGS, PRESENTATIONS AND ANNOUNCEMENTS**

**7. Discuss and consider action on election of Council Mayor Pro-Tem for 2020-2021.**

Mayor White called for nominations from the floor. Councilmember Tuck nominated Councilmember Sue Jones. Councilmember Lankford nominated herself, and Councilmember Sampson nominated herself. There being no further nominations, Mayor White called for a vote. Councilmember Sue Jones received four votes, Lankford 1 and Sampson 1. Mayor White announced Mrs. Jones elected.

**8. Discuss and consider action on a site location for a new communications tower for the City of Mineola, on Bromberg St. near the Animal Shelter.**

Fire Marshal David Madsen explained the need for a new radio tower for emergency communications. The city has equipment on a tower not owned by us and that is likely being torn down. He requested the council approve construction of a new tower on city-owned property on Bromberg Street. Construction of the tower will be funded by a grant. Councilmember Sue Jones made the motion to approve the site. The motion was seconded by Councilmember Mitchell Tuck and carried by a unanimous roll-call vote.

**9. Hold a public hearing to hear public comments on adopting an ordinance to annex and zone property as requested by Steward Partners LLC.**

Mayor White opened the hearing. There being no citizens present for comment, the hearing was closed.

**10. Discuss and consider action on an ordinance to annex approximately 1.22 acres of land on Loop 564 as requested by Steward Partners, LLC.**

City Manager Mercy Rushing explained the property to be annexed is the current site of Sears on Loop 564. Councilmember Sue Jones made the motion to adopt the ordinance approving annexation. Councilmember Cassandra Sampson seconded the motion and it carried by a unanimous roll-call vote.

**11. Discuss and consider action on an ordinance to zone 1.22 acres of land on Loop 564, owned by Steward Partners, LLC, as C-2, General Business.**

Councilmember Mitchell Tuck made the motion to adopt the ordinance. The motion was seconded by Councilmember Sue Jones and carried by a unanimous roll-call vote.

**12. Discuss and consider action on past due water utility accounts due to the COVID-19 Disaster Declaration.**

Mayor White outlined a plan to get past due water accounts caught up by the July billing cycle. When the disaster was declared, Mayor White suspended all late fees and disconnections. By the time of the meeting, many accounts were significantly past due and in danger of being assessed large fees once the city started assessing them again. Staff is to send a letter to each past due customer outlining their amount due. Accounts that pay at least half of the past due will not be assessed fees in June. Additionally, all accounts must be paid in full by the July 10<sup>th</sup> due date and disconnection for non-payment will begin again on July 21<sup>st</sup>. No action was taken on the item

**13. Discuss and consider action on the July 4<sup>th</sup> Fireworks Display, to decide on funding and location.**

Due to COVID-19, many cities are deciding whether to hold their annual fireworks display. Staff asked the council to decide whether to hold it at the Civic Center as it has in the past or consider moving the show to the Nature Preserve, where a bigger show can be put on and crowds will have more space to spread out. Discussion was held on both locations and ultimately it was determined that the consensus was that the show would stay at the Civic Center and the city would not seek donations from the public to offset the cost. Councilmember Polly Jones made the motion to allow the show at the Civic Center. Councilmember Lankford seconded the motion and it carried by a unanimous roll-call vote.

**14. Mayor Comments – regarding matters appearing on the agenda; recognition of community members, city employees, and upcoming events; inquiry of staff regarding specific factual information or existing policies.**

Mayor White thanked the staff for continuing to work during the shutdown, keeping up with everything coming in from the governor and figuring out how to apply it daily, and trying to help the businesses downtown. In addition, the essential public works employees out there every day taking care of our city who do not have the option of working from home.

**15. City Manager Briefing and Announcements**

City Manager Mercy Rushing updated the council on reopening businesses at 50% occupancy. Also, been working with MISD Superintendent and High School Principal celebrating the seniors of 2020. Doris worked with Gary Bright of Gene's Photography on a project downtown congratulating the seniors that would be unveiled in a few days. She also provided them with the plan for the graduation ceremony and other happenings at the school. She also outlined the plan to reopen City Hall after the Memorial Day holiday.

**ADJOURNMENT**

There being no further items for consideration, a motion to adjourn was made and the meeting adjourned.



Kevin White, Mayor

ATTEST:



Cindy Karch, City Secretary