

City of Hawkins
City Council Minutes
December 2, 2019

On this day December 2, 2019 at 6:00 PM, Mayor Tom Parker called a special City Council Meeting and Ordinance Workshop to order with council members Clara Kay, Stephen Lucas, Wende Haney, and Cody Jorgenson present. Greg Branson was not present for the meeting. The department head present was Dona Jordan.

Clara Kay gave the invocation.

Mayor Parker asked for a vote regarding the approval of the 2019 TxCDBG Administration Contract for Traylor and Associates. Council members, Wende Haney and Stephen Lucas reviewed the contract. Clara Kay made a motion to approve the contract; seconded by Stephen Lucas. The motion passed unanimously.

The Council reviewed various sections of the Hawkins Ordinance book and made minor changes. Mayor Parker called for a motion to adjourn the workshop.

Wende Haney made a motion to adjourn the workshop; seconded by Cody Jorgenson. The motion passed unanimously.




Tom Parker, Mayor

12-3-19

Date

Attest:



Dona R Jordan, City Secretary

City of Hawkins
City Council Minutes
December 16, 2019

On this day December 16, 2019 at 6:00 PM, Mayor Tom Parker called a regular City Council meeting to order with council members Greg Branson, Stephen Lucas, Clara Kay, Wende Haney, and Cody Jorgenson present. The department heads present were: Norma Hallmark, Manfred Gilow, Cindy Douthitt, Dee Wheeler, and Dona Jordan.


Clara Kay gave the invocation.

Each department head gave a verbal report of the activities in their department. Clara Kay stated that she wanted written reports from each department along with the verbal reports. Clara Kay made a motion to approve the departmental reports; seconded by Stephen Lucas. The motion passed unanimously.

Greg Branson made a motion to approve Ordinance 2019-1216 Environmental & Health Code for nuisances, environmental issues and substandard buildings. Stephen Lucas seconded the motion. The motion passed unanimously.

Mayor Parker called the meeting into executive session at 6:13 pm per 551.074 GC to discuss personnel issues with the Hawkins Volunteer Fire Department. Mayor Parker called the meeting back into open session at 7:22 pm.

Wende Haney made a motion to adjourn the meeting; seconded by Clara Kay. The motion passed unanimously.



Tom Parker, Mayor

12-23-19

Date

Attest:



Dona R Jordan, City Secretary

City of Hawkins
City Council Minutes
January 21, 2020

On this day January 21, 2020 at 6:00 PM, Mayor Tom Parker called a regular City Council meeting to order with council members Greg Branson, Stephen Lucas, Clara Kay, Wende Haney, and Cody Jorgenson present. The department heads present were: Norma Hallmark, Manfred Gilow, Cindy Douthitt, Mike Maberry, Dee Wheeler, and Dona Jordan.

Mayor Tom Parker gave the invocation.

Mayor Parker stated that the packets were available for candidates to pick up at City Hall for the election in May. He further stated that the office of Mayor, Alderman, Place 1, and Alderman, Place 3 were the seats that would be up for election on May 2, 2020.

Stephen Lucas made a motion to approve the minutes from the December 16, 2019 Council Meeting; seconded by Clara Kay. The motion passed unanimously.

Each department head gave a verbal report of the activities in their department. Manfred Gilow presented the Council with his 2019 Racial Profile Report. Norma Hallmark stated that a new program would soon be available at the Library for citizens to have access to blood pressure equipment and that the cost of the program would be paid for by UT Health. Stephen Lucas made a motion to approve the departmental reports; seconded by Greg Branson. The motion passed unanimously.

Greg Branson made a motion to approve the Order for the Election to be held on May 2, 2020 for the offices of Mayor, Alderman, Place 1, and Alderman, Place 3. The motion was seconded by Clara Kay. The motion passed unanimously.

Clara Kay made a motion to approve an Interlocal Agreement with Hawkins Independent School District to conduct the election for May 2, 2020; seconded by Stephen Lucas. The motion passed unanimously.

Mayor Parker stated that the City needed to set a date for the City clean up day. After minimal discussion, Stephen Lucas made a motion to set the clean up day for May 16, 2020 with a back up date being May 23, 2020. The motion was seconded by Greg Branson. The motion passed unanimously.

Wende Haney made a motion to approve the City of Hawkins Personnel and Volunteer Policy Addendum regarding expense and mileage reimbursement. The motion was seconded by Cody Jorgenson. The motion passed unanimously.

Wende Haney made a motion to approve the Hawkins Police Department Racial Profiling Report for January 1, 2019 to December 31, 2019. Chief Gilow had presented the report during departmental reports. The motion was seconded by Greg Branson. The motion passed unanimously.

The next several items on the agenda were regarding the TxCDBG grant from the Texas Department of Agriculture for a Sewerage lift station and lines for the Jefferies Street station. Beth Eddings with Traylor and Associates explained that the Council had to approve a Resolution to authorize signatories for the TxCDBG Contract No 7219190. Ms. Eddings explained that the signatories would be the Mayor, Mayor Pro-Tem, City Secretary, and Utility Clerk. Clara Kay made a motion to approve the signatories; seconded by Stephen Lucas. The motion passed unanimously.

Stephen Lucas made a motion to approve a Resolution adopting and/or reaffirming policies and procedures for civil rights authorizing publication of required notice; seconded by Wende Haney. The motion passed unanimously.

Beth Eddings explained that April is fair housing month on State and Federal levels. Ms. Eddings further stated that the City was required to name a month for fair housing for the TxCDBG grant because the money for the grant comes from Housing and Urban Development to the Texas Department of Agriculture for distribution. Greg Branson made a motion to proclaim April as Fair Housing Month authorizing the publication; seconded by Cody Jorgenson. The motion passed unanimously.

Mayor Parker called the meeting into executive session per 551.074 GC to discuss personnel issues with the Hawkins Fire Department at 6:46pm. Mayor Parker called the meeting back into open session at 8:22pm.

Mayor Parker called for a motion for a request from the Fire Chief for an additional \$13000.00 to be added to his budget. Stephen Lucas stated that the engine was operational and that there was no room in the budget for more money. Mr. Lucas stated that it would be a top priority for next year's budget. Mayor Parker again called for a motion. No motion was made. The motion fails and is moot.

Mayor Parker called for a motion for a request from the Fire Chief for reimbursement for use of his personal vehicle. Stephen Lucas stated that the issue had been resolved with the passage of the City of Hawkins Personnel and Volunteer Policy Addendum regarding expense and mileage reimbursement. Mayor Parker again called for a motion. No motion was made. The motion fails and is moot.

Mayor Parker called for a motion to approve a building permit for 130 South Green Street to Steven Nissley. Mike Maberry stated that the address was not correct. Clara Kay made a motion to table the item until the correct address could be determined. Stephen Lucas seconded the motion. The motion passed unanimously.

Greg Branson made a motion to approve Ordinance 2020-2101 Codifying and Compiling Existing General Ordances for the City of Hawkins; seconded by Wende Haney. The motion passed unanimously.

Stephen Lucas mad a motion to adjourn the meeting; seconded by Wende Haney. The motion passed unanimously.



Tom Parker, Mayor

1-22-2020

Date

Attest:



Dona R Jordan, City Secretary

City of Hawkins
City Council Minutes
February 18, 2020

On this day February 18, 2020 at 6:00 PM, Mayor Tom Parker called a regular City Council meeting to order with council members Greg Branson, Stephen Lucas, Wende Haney, and Cody Jorgenson present. The department heads present were: Manfred Gilow, Cindy Douthitt, Mike Maberry, Dee Wheeler, and Dona Jordan.

Wende Haney gave the invocation.

Mayor Parker stated that he had no comments other than the City was in receipt of a small grant for the Fire Department.

Stephen Lucas made a motion to approve the minutes from the January 21, 2020 Council Meeting; seconded by Cody Jorgenson. The motion passed unanimously.

Greg Branson made a motion to approve the departmental reports; seconded by Stephen Lucas. The motion passed unanimously.

Wende Haney made a motion to approve an Interlocal Cooperation Contract with the Failure to Appear Program through the Department of Public Safety of the State of Texas; seconded by Stephen Lucas. The motion passed unanimously.

Mr. Barry N Finkelstein, CPA, presented the audit for fiscal year 2018-2019. Mr. Finkelstein stated that he had an unusual recommendation with a clean audit for the City, but that he could not issue a clean audit for the Hawkins Economic Development Cooperation which is part of the City's audit. Mr. Finkelstein stated that the HCDC paid invoices that were made out to other organizations and that the invoices did not match the payments. Mr. Finkelstein further stated that the City's cash reserves are being depleted. Mr. Finkelstein stated that if another clarifier at the wastewater plant breaks that it could use half of the reserves that the City has remaining. Wende Haney questioned the net position decrease due to funds that were used to repair the wastewater system. Mr. Finkelstein stated that the water and sewer revenue is simply less than the expenses for the departments. Stephen Lucas made a motion to approve the Audit Presentation for the fiscal year 2018-2019; seconded by Wende Haney. The motion passed unanimously.

Greg Branson made a motion to approve a lease contract with Ricoh USA for a copier at City Hall for \$114.90 for 36 months and copy price of \$.009, including supplies; seconded by Cody Jorgenson. The motion passed unanimously.

Wende Haney made a motion to approve a Lease Agreement with American National Leasing Company for a 2020 Dodge Durango police vehicle at \$11858.00 per year for 36 months; seconded by Cody Jorgenson. The motion passed unanimously.

Mayor Parker called for discussion of a request from Steven Myers to remove a criminal trespass warning that had been imposed against him. Chief Gilow explained that the trespass warning had been placed on Mr. Myers because of his involvement with a hate filled social media page against the police department and the City. Chief Gilow explained that a criminal trespass warning is issued when someone feels threatened. Officer, James Hildebrand, for the Hawkins Police Department stated that Mr. Myers had made many public information requests with various agencies and that the information including the police officer TCOLE records had been placed on the media page. Officer Hildebrand stated that the actual public information requests made by Mr. Myers are public information and when he (Officer Hildebrand) requested the information on behalf of the City from TCOLE and other agencies, the requests had been made by Steven Myers; including his name, his address, phone number, email address. Steven Myers stated that all he has done is to try and

help the police. Mr. Myers stated that he has a black charger that he loves and that making a public information request is not against the law. Mr. Myers stated that he could not discuss anything regarding his involvement on the media page because he was going to be sued with a civil suit. Mr. Myers stated that the criminal trespass should be removed because he had been to the City Hall four times and no one considered him a threat. Mr. Myers stated that the police department said he hid behind his key board and his "Mommy" so the police did not consider him a threat. A citizen asked Mr. Myers if he was on the Hawkins Volunteer Fire Department. Mr. Myers stated that he had to step down because he could not be involved in "this". Mr. Myers stated that the City's policy (City of Hawkins social media policy) states that you can't post things unless your supervisor approves the posts. Mr. Myers stated to the Council that if the criminal trespass was not removed that his civil rights were being violated. Wende Haney stated that the Council did not place the trespass warning on him. Mr. Myers stated that Mayor Parker had said that the Council had issued the warning. Mayor Parker stated that he had misunderstood and that he apologized for any misunderstanding. Chief Gilow stated that he would contact the Wood County Sheriff Department and have City Hall removed from the trespass warning. Chief Gilow further stated that the Hawkins Volunteer Fire Department would remain on the trespass warning. No action was taken by the Hawkins City Council.

Stephen Lucas made a motion to approve a building permit for 130 South Green Street to Steven Nissley; seconded by Greg Branson. The motion passed unanimously.

Stephen Lucas made a motion to approve a building permit for Lot 14 Point Heights Addition to Jorgenson Investments; seconded by Wende Haney. Greg Branson, Stephen Lucas, and Wende Haney voted for the motion. Cody Jorgenson did not vote. The motion so carried.

Wende Haney made a motion to approve a building permit for Lot 13 Point Heights Addition to Jorgenson Investments; seconded by Stephen Lucas. Greg Branson, Stephen Lucas, and Wende Haney voted for the motion. Cody Jorgenson did not vote. The motion so carried.

Greg Branson made a motion to approve a building permit for 403 E T Petty to Shawn Wilcox; seconded by Wende Haney. The motion passed unanimously.

Stephen Lucas made a motion to adjourn the meeting; seconded by Wende Haney. The motion passed unanimously.



Tom Parker, Mayor

2-19-20

Date

Attest:



Dona R Jordan, City Secretary