

***CITY OF TODD MISSION CITY OF TODD MISSION  
CITY COUNCIL MEETING***

***Meeting Minutes***

***January 10,2019***

***I. Call to Order***

***City Manager Neal Wendele called to order the meeting of the Todd Mission City Council at 2:00 pm on January 10, 2019 at City Hall 21718 FM 1774, Todd Mission, TX.***

***II. Roll Call***

***The following people were present:***

***Council member Hal Merritt  
Council member Heather Moon  
Council member Christy Pendley  
Council member Bret Bratcher  
Council member Mike Eubank  
Police Chief -Eric Hagan  
City Manager Neal Wendele  
City Secretary – Julie Lunsford***

***III. Certification of a Quorum:***

***Five of the five Council Members were present. Mayor George Coulam was absent. Quorum was certified.***

#### **IV. New Business**

***-Neal Wendele called meeting to order.***

***-Pledge***

***-Public Comments – Hal Merritt asks about drainage issues. Neal Wendele responds right now the Texas GLO is working with the county and the state to address the areas that can be improved. Hal also asks question to Chief Hagan regarding the fire department activities/number of calls etc. and being able to have the information for council meetings. Chief Hagan refers Hal Merritt to the fire department on that as he does not have much interaction with them. Neal responds currently that information can be received from the Plantersville VFD and when Todd Mission VFD becomes active he will be able to bring that information for council.***

***-Closed public comments-***

***- Minutes of last meeting approved. Unanimous.***

***- Police Report- Chief Hagan – Chief Hagan lets council know he working on writing policy for the department. He lets council know that currently Grimes county is covering for the city if Todd Mission is not on duty. 24-hour staffing problem should be fixed after March when the budget allows. Chief Hagan lets council know the police department will be getting a new phone number. The old number will become an administrative number. Chief Hagan reiterates that he needs all calls to go through dispatch so that they are properly documented for records purposes. Also lets council know TRF will be providing a separate phone for festival so they are separate. Hal Merritt asks if we get reimbursed for Grimes County calls or is it part of the mutual aid agreement. Eric responds that it is part of the mutual aid agreement and they are our backup and we return the favor to them and help them.***

***- Administration Report - Neal Wendele gives report.***

- Financial Update- Neal reports the city has about \$155,000 in the bank account and has received the sales disbursement for October of \$116,000.00 which is a \$16,000 increase. Neal lets council know we are right in line with the budget.***
- Emergency Services- Fire Department is waiting to be issued vehicle identification unit number. The new fire truck is in the shop receiving some repairs and is getting its certification. They hope to be up and running any day.***

- *Election Notice - Neal notes we will start accepting applications on the 16<sup>th</sup> of January for those who are up for election. We have reached out to the county to host an election. If everything runs unopposed, we can cancel the election. Heather Moon asks if Neal thinks all positions will be unopposed. Neal responds it may or may not be. Heather asks how long applications will be taken and when is the election. Neal responds applications are taken for 30 days and elections are beginning of May.*
1. *Consideration and Possible Action- A resolution adopting a policy to permit the City to contract with an Out-of-City depository. Neal explains Texas Law requires the city to pass a resolution to say we can put our money somewhere out side of the city limits. To maintain all legalities and proprieties we must pass the resolution. Heather Moon makes a motion to approve. Hal Merritt 2<sup>nd</sup>. Unanimous.*
  2. *Consideration and Possible Action- A resolution recognizing a holiday, vacation, and sick time policy for police personnel. Chief Hagan informs council that currently the police department does not have a written policy in place for sick, holiday or vacation time. Chief Hagan refers to the pages in the council packet and lets them know this is a standard policy and is a perk to offer and doesn't affect the budget. Chief Hagan summarizes the policy and asks if there are any questions. Heather Moon asks if the days can be rolled over year to year. Chief Hagan answers yes but no more than 320 days. Hal makes a motion to approve. Heather Moon 2<sup>nd</sup>. Unanimous.*
  3. *Consideration and Possible Action- A resolution allowing the City to participate in The Local Government Cooperative Purchasing Program. Neal explains this program is a co-op and we can get a good prices on things that have already been negotiated and approved. Neal notes this will make the process easier and stretch our dollars. Hal Merritt asks if we would do any of the bidding process? Neal explains we would just go to the buy board and its approved for the lowest bidder. Neal notes this buy board doesn't include everything, but includes a lot of items commonly needed in municipalities. Heather Moon makes a motion to approve. Christy Pendley 2<sup>nd</sup>. Unanimous.*
  4. *Consideration and Possible Action - A resolution allowing the City to participate in the Texas Comptroller of Public Accounts Cooperative Purchasing Program. Neal explains this is similar to the previous item on the agenda except this program is where the state has done the same thing on behalf of the cities instead of the Co-op. The Comptroller of Public Accounts receives bids throughout last year on numerous items which allows us to buy from the state with no mark up. Heather Moon asks why we need both programs. Neal explains it just gives the city the ability to compare prices. Also, Neal notes, there could be an item needed that may be on one board but not the*

*other. Heather Moon asks if it cost the city to join these programs. Neal answers it doesn't cost to be on Buy Boards and it will cost \$100 per year to be on the State Comptroller of Public Accounts program. Heather Moon makes a motion to approve. Christy Pendley 2<sup>nd</sup>. Unanimous.*

5. *Consideration and Possible Action* - *A resolution adopting a written investment policy. Neal refers council to their packet to review two policies. One is Texas Municipal League provided and one is one he typed which is the exact same thing the Texas Municipal League recommends. Neal explains this type of investment allows the city to invest our money in a very conservative fashion which is about \$3,000 or \$4,000 dollars return a year. Neal notes that in order to participate in any of these pools the city has to have someone with public finance training which he now has. Hal Merritt makes a motion to approve. Mike Eubank 2<sup>nd</sup>. Unanimous.*
  
  6. *Consideration and Possible Action*- *A resolution to participate in the Texas Cooperative Liquid Assets Securities Systems Trust. Neal explains it is a CO-OP of several municipalities that pool all their money together in a 100% liquid fashion which would get us about 2% per year. The money is always available and is guaranteed. Neal notes we can ladder out the cities money and let it gain interest and pull it out when we need it. Hal asks what the difference is. Neal explains the previous item was approving the policy letting the city participate in this type of program. This item is the actual program that we pass a resolution on. Hal Merritt makes a motion to approve. Brett Bratcher 2<sup>nd</sup>. Unanimous.*
  
  7. *Consideration and Possible Action*- *An ordinance granting the petition for annexation filed by George Coulam; providing for the extension of certain boundary limits for the City to include annexation of a 224.019 acre tract of land and a 0.884 acre tract. Neal explains that this item is a little bit of clean up on the petition for annexation previously voted on. Neal notes it was brought to him that we should have used the language an "Ordinance Granting the Petition for Annexation" so this is just cleaning up the language on that. Hal Merritt makes a motion to approve. Heather Moon 2<sup>nd</sup>. Unanimous.*
- V. *Christy Pendley made the motion to close the meeting, Heather Moon - 2nd motion. The meeting was closed at 2:26 pm.*