

MINUTES OF APRIL 14, 2025, REGULAR MEETING

On this, the 14th day of April 2025, beginning at 6:00 p.m., the City Council convened in regular session in the City Council Room. The meeting being open to the public and notice of said meeting having been given as prescribed by Chapter 51 of the Government Code with the following being present and in attendance to wit:

Mayor Joe Davis, Council Members Ed Bailey, Ray Dickson, David Gilbert, Leslie Ivy, Melisa McIntosh, and Lloyd Roberts. Council Member Woody Richardson was absent. Employees present were City Secretary Cindy Woodard, Public Works Director Jr Casas, Municipal Court Judge David Aleman, Administrative Assistant Amalia Gaxiola, Librarian Jackie Owens, Landfill Supervisor David Morris Jr., Water Clerk Marla Green, Police Chief Rex Plant, and Fireman Nick Narvaez. Others present were Kim Cloyd, Mollie Moffitt, Cason Cartwright with Parkhill, Melissa Hibbitts, and Zack Altman.

CALL TO ORDER, INVOCATION AND PLEDGE OF ALLEGIANCE

Mayor Davis called the meeting to order at 6:02 p.m. and noted a quorum present. He asked Alderman Roberts to voice the invocation and lead the Pledge of Allegiance.

PUBLIC COMMENT

Mollie Moffitt addressed the council with concerns on the rubber donuts left at the square being ridiculous and disrespectful to our town and something needs to be done.

APPROVE CONSENT AGENDA ITEMS

The consent agenda items were presented for approval: the regular meeting minutes on March 10, 2025, accept collections & pay expenditures for March 2025. Alderwoman Ivy added that her request list was not on the agenda and Secretary Woodard added that her items will be discussed during different areas on the agenda. Alderman Bailey moved to approve the consent agenda items, seconded by Alderman Roberts. The vote was unanimous in favor.

DEPARTMENT HEAD REPORTS ON MONTHLY ACTIVITIES

Municipal Court Judge David Aleman read his written report. Alderwoman Ivy asked about the aging report. Judge Aleman said he is almost done sending everything to Perdue so the earliest would be the end of May or the latest would be the end of June. Secretary Woodard added that the aging report is an item Alderwoman Ivy had on her request list.

Librarian Jackie Owens said they have been busy. She finished her annual report and needs Mayor Davis to sign her accreditation. Amy Godfrey is in the hospital so she cannot sign for board president so Owens is going to appoint Kay McCarty as temporary board member till Godfrey returns. Owens is planning the summer reading program and she will be going to talk to the school for participation from summer school kids.

Public Works Director Jr Casas reported that all street signs are complete and alleys are cleaned with the exception of tree limbs. The swimming pool cleaning and bathrooms have started. He has sprayed inside but not the whole park yet. Alderman Gilbert mentioned Casas getting a

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good mix for potholes. Alderman Ivy asked if it was on sale and Casas said yes. It's supposed to last 3 years. Casas informed the council that a TCEQ mandatory letter will be sent out with upcoming water bills concerning the lead service line inventory report that was not submitted to TCEQ back in October.

Police Chief Rex Plant read his written report. Code and grass letters are going out along with dilapidated houses. Plant reported that he and Eric are back full time. A couple of part-time workers are also working. They are all back to writing tickets. He addressed Mollie Moffitt's public comment concern stating they are working on it. He informed that they are also working on the vandalism that happened at the City Park. Alderwoman Ivy questioned Rex about Cassie's walk-ins. He stated she's fielding phone calls on things not needed to address in person, helping Brian since he cannot write or issue tickets, sex offender database, protective orders, arrest warrants, theft of service, answering the phone 24/7 per Mayors request, campground, Nibers, and various monthly reports. He welcomes any council member to come sit in the office to watch what goes on. Alderwoman McIntosh asked about leaving the park gates open longer due to a complaint of it being closed at 5 o'clock. Plant informed that its rare for it to be closed early but during bad weather or due to spraying it will be closed early. During the day, when the gates are closed, the park is only closed to car traffic but it's not closed to foot traffic.

City Secretary Cindy Woodard addressed the council about items on Alderwoman Ivy's request list. All bank balances requested for each meeting were included in packets and all expenditures should be presented at every meeting and Woodard asked for clarification on that. Alderwoman Ivy said there is not a real total of expenditures and Woodard stated that a check list can be provided since some expenditures are done mid-month and some at the end of the month. A water aging report was on Ivy's list as well and Woodard stated it has deceased individuals totals on there. Woodard said totals can be provided every month. Also, Perdue has no statute of limitation on water collections so they will work on all.

Fireman Nick Narvaez read his written report. Equipment is working good. Alderman Gilbert asked how many volunteers there are and Narvaez said 16. In the community building there's an ac unit down and they will be back to fix the issue.

Alderwoman Ivy asked if the council could jump down to new business item a to let Cason Cartwright from Parkhill present his agenda item before old business and Mayor Davis agreed.

NEW BUSINESS

CONSIDER AND AWARD CONSTRUCTION CONTRACT TO SUCCESSFUL LOW BIDDER FOR SH256 UTILITY RELOCATION PROJECT

Cason Cartwright from Parkhill reported they received two bids, 1.9 million and 3.2 million. Cartwright recommended awarding the low bidder, Amarillo Utility contractors, for the amount of 1.9 million. Alderman Gilbert made the motion to accept the low bidder, seconded by Alderwoman Ivy. The vote was unanimous in favor.

OLD BUSINESS

MOTION TO REMOVE THE TABLED ITEM FROM THE TABLE

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Alderman Gilbert made the motion to remove tabled item from the table, seconded by Alderwoman McIntosh. The vote was unanimous in favor.

CONSIDER CHANGING NON-DEPARTMENT HEAD EMPLOYEES FROM SALARY TO HOURLY

Secretary Woodard stated this is an item Alderwoman Ivy wanted to readdress since it was not resolved. Woodard let the council know the reason for salary was so employees weren't subject to overtime since the threshold for overtime was twenty-four thousand five hundred dollars but now the threshold is thirty-six thousand dollars so they are subject to overtime. Alderman Gilbert made a motion to review at budget time, seconded by Alderwoman Ivy. The vote was unanimous in favor.

NEW BUSINESS

CONSIDER REQUEST FOR ASSISTANCE FROM HOTEL OCCUPANCY TAX TO HERITAGE HALL

Mollie Moffitt requested four thousand dollars to hire one individual to open during the summer months and to assist in paying utility bills and insurance. Two thousand eighty dollars would go towards an hourly individual and one thousand nine hundred twenty dollars would go towards a portion of the insurance. Alderwoman McIntosh made the motion to give the Heritage Hall four thousand dollars, seconded by Alderman Roberts. The vote was unanimous in favor.

CONSIDER PROPERTY EXCHANGE AT FAIRVIEW CEMETERY

Secretary Woodard informed the council that a daughter called asking why two individuals were buried in a plot that her father purchased. Woodard informed that the City received records from Spicer Funeral Home in the late 90's. Three receipts were found in office from both families. Spicer Funeral Home resold two of those lots in that block to the different family and that family has since then put up curbing and is buried with one being a World War II Veteran. The family members asked for the individuals to be exhumed and moved or get reimbursed for those two lots. Woodard added that this has happened before and the City has compensated by giving lots in another section of the cemetery. Mayor Davis added that the Funeral Home kept records and had control of the cemetery and since the City has taken over, there have been little discrepancies. Alderwoman McIntosh made the motion to reimburse seventy dollars or give two lots in another section in exchange and no one will be exhumed, seconded by Alderman Dickson. The vote was unanimous in favor.

ADDRESS DILAPIDATED MOVIE THEATER ON NOEL STREET

Secretary Woodard said it was submitted as a potential project for the Downtown Revitalization Grant to possibly demo the building and expand the park there which could take two years to get to that. Alderman Dickson made a motion to address later, seconded by Alderman Gilbert. The vote was unanimous in favor.

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ADDRESS TIRE ISSUES AT LANDFILL

Landfill Supervisor David Morris said the inspection representative gave him people to talk with but there is not enough money. Morris suggested loading the Denver City box to get rid of the tires and then the next box will need to be loaded to ship off. Alderwoman McIntosh made a motion to take three employees from a different department to load tires as soon as possible, seconded by Alderwoman Ivy. The vote was unanimous in favor.

CONSIDER DANGEROUS DOG CODE AMENDMENT

Police Chief Plant mentioned having a dangerous dog incident the other night and would like to add to the dangerous dog ordinance. There have been issues with registered dangerous dogs where they got out and couldn't be found. Plant would like to add a requirement of GPS chip to be tracked. Alderman Gilbert made the motion to table this item till next meeting, seconded by Alderwoman Ivy. The vote was unanimous in favor.

CONSIDER ACCEPTING RETIRMENT LETTER FROM CITY SECRETARY

Mayor Davis read Secretary Woodard's retirement letter. Secretary Woodard added that this was a difficult letter to write. Mayor Davis let Secretary Woodard know that she has done a great job and thanks for keeping them in line. Alderman Gilbert made the motion to accept her resignation, seconded by Alderman Roberts. The vote was unanimous in favor.

CONSIDER FUTURE APPOINTMENT OF CITY SECRETARY POSITION

Secretary Woodard stated this is referred to as succession planning. She has been training Amalia since January. Woodard read the policy on filling a vacancy which included promotion from within. She let the council know that Amalia has been working hard and slowly taking things over and Woodard would like her to be appointed as City Secretary commencing July 1st. Alderman Bailey made the motion to appoint Amalia as City Secretary starting July 1st, seconded by Alderwoman McIntosh. The vote was unanimous in favor.

EXECUTIVE SESSION – THE COUNCIL MAY ENTER INTO CLOSED SESSION TO DISCUSS THE FOLLOWING: PERSONNEL UNDER TEX GOV'T CODE, SEC § 551.074: DELIBERATE THE APPOINTMENT, EMPLOYMENT, EVALUATION, REASSIGNMENT, DUTIES, DISCIPLINE, OR DISMISSAL OF A CITY ADMINISTRATOR

Mayor Davis called the meeting into executive session at 7:35 p.m. under Personnel Tex Gov't Code, Sec. 551.074: Deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a City Administrator.

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RECONVENE INTO OPEN SESSION TO ACT, IF NECESSARY, REGARDING MATTERS DISCUSSED IN EXECUTIVE SESSION

Mayor Davis stated City Council is back in regular session at 8:02 p.m. Mayor Davis added that the City Council looked over applications to fill the position of City Administrator. Alderman Bailey made the motion to offer Jack Owens the City Administrator position with a 90-day probation period and salary to be determined, seconded by Alderman Gilbert. The vote was unanimous in favor.

MAYOR AND COUNCIL ITEMS OF COMMUNITY INTEREST

Alderman Gilbert mentioned it's good to be back in Texas and has missed everyone. Alderwoman Ivy said she is excited about this and directing the City in the right direction. Lots of good things are going on like the police department up and running and we'll have a City Administrator. She is sad Ed will be leaving. She looks forward to working with Zack and appreciates Cindy and will miss her and can't believe all she's done for twenty years going above and beyond. Alderman Bailey thanked Cindy for all she's done and keeping them straight all these years. He has enjoyed being on the council for about twenty-something years and it's time for the younger generation to step up and good luck to everyone. Alderman Roberts wanted to say thanks and has been in this community for three years and hopes to be here at least another three years. He mentioned it's a great place to be and growing up his dad said leave someplace better than you found it. Alderman Dickson thanked everyone and especially Cindy too and she's doing a good job. Alderman McIntosh on Cindy not leaving yet but it will be a void and she will miss her and thanks for keeping it together and it's been a pleasure to serve with Ed. Also, she appreciates everyone for allowing her and David to do what they did. Mayor Davis on behalf of the council thanked them for taking the time to review the applications. He mentioned News Channel 10 wanting to do an interview about Memphis and asked for input on information. People, sense of community, cotton, cattle, peanuts, swimming pool revamping, Chamber, and our water. Davis thanked everyone for serving and hates losing Cindy whose dedicated not only twenty years but her life and cares a lot about it and knows Amalia can fill in and appreciates all of the other crew out there working.

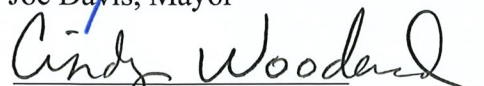
ADJOURN

Alderman Bailey made the motion to adjourn, seconded by Alderman Gilbert. The vote was unanimous in favor. The meeting was adjourned at 8:14 p.m.

Approved:


Joe Davis, Mayor

Attest:


Cindy Woodard, City Secretary