

M I N U T E S

A regular meeting of the City Council of the City of Pinehurst was held on January 8, 2019 at 6:00 p.m. in the City Hall. A quorum having been established, Mayor Joseph L. Runnels called the meeting to order with the following council members present: John Zerko, T.W. Permenter, Dan Mohon, Sarah McClendon, and Cynthia Adams. The following business was transacted.

On a motion made by Councilman T.W. Permenter and seconded by Councilman John Zerko, council members unanimously voted to approve the minutes of the Regular Session held on December 11, 2018.

At this time, council members reviewed the budgeted expenditures for October 2018 and November 2018. City Secretary Debbie Cormier advised that there were no capital outlays in October 2018. She informed that the City was doing well with regards to year-to-date (YTD) revenues when comparing 2018 to 2017. She noted that the General Fund was ahead of the prior year by almost \$9,000. In addition, she pointed out that the 2018 YTD Garbage Fund revenues exceeded 2017 by approximately \$3,500. She stated that the Water & Sewer Fund revenues were slightly behind the prior year, by about \$5,000. Overall, she remarked that 2018 YTD revenues exceeded 2017 YTD revenues by slightly more than \$7,000. Ms. Cormier commented that the YTD revenue versus YTD expenditures report was not as positive. She explained that October, November, and December were the worst months for that comparison because ad valorem taxes typically trickled in until January. She advised that cities expected expenditures to be more than revenues in those three months. She noted that the City paid all of its annual insurance premiums in October and stated that was why the General Fund and Water & Sewer Fund reflected a deficit. Ms. Cormier informed that the City's reserves went down from 6.23 months in September to 5.95 months, or about ¼ of a month, in October. She told council members that the decline was due to changes in the recommended cash levels because of the new fiscal year and new budget.

Ms. Cormier continued by saying that there were no capital outlays in November 2018. On the Income Comparison report, she commented that YTD revenues for 2018 exceeded the prior year in all funds: General Fund by almost \$15,000; Garbage Fund by approximately \$8,000; and Water & Sewer Fund by slightly less than \$15,000. Overall, she noted that YTD revenues were ahead of the prior year by almost \$38,000. She stated that \$34,000 of that increase was due to an increase in sales tax revenues. She explained that YTD expenditures still exceeded YTD revenues in the General Fund and the Water & Sewer Fund. She commented that this would likely change in January or February when the majority of ad valorem tax revenues were typically received. In summary, Ms. Cormier advised that the overall reserves were unchanged from October to November 2018 and remained at 5.95 months.

No one signed up to address the Council under the Citizen Comments section of this agenda.

At this time, Police Chief Fred Hanauer recognized police officers Joshua Lockett and Kevin Norton for exhibiting service above and beyond the call of duty. Chief Hanauer read aloud a commendation letter. Officer Lockett responded to a call on 12/7/18 on Strickland Drive in reference to a medical call in which a man's arm had been partially amputated in an industrial

accident. Being the first on the scene, Officer Lockett quickly applied a tourniquet to the victim's arm to stop the bleeding. The victim ultimately lost his arm but survived the accident. If not for Officer Lockett's quick thinking and actions, the outcome could have been much different. The victim was present at this meeting. Chief Hanauer continued by reading a letter of commendation for Officer Norton. On 12/29/18, Officer Norton responded to a call on West Park in reference to a medical situation in which a child was believed to be in cardiac arrest. Officer Norton had just completed an off-duty job and was not technically on duty but chose to respond to the call. Upon arrival, Officer Norton found that the child had an obstructed airway. Using his first aid training, Officer Norton was able to clear the child's airway, enabling the child to breathe. Officer Norton's actions probably saved the child's life. The family and the child were present at this meeting. Both officers were presented a Meritorious Service Award. Lainie Brown of Congressman Babin's office was present at this meeting. Mrs. Brown presented both officers with a Certificate of Special Congressional Recognition signed by Congressman Babin.

City Attorney Tommy Gunn administered the Oath of Office to the newly elected officers of the Pinehurst Volunteer Fire Department. Newly elected officers were Chief Shon Branham, Assistant Chief Samuel Johnson, Captain 1 Mike Wiley, and Captain 2 Jason Wells.

On consideration of revising and/or readopting the City of Pinehurst Investment Policy and approval of the corresponding Resolution, Ms. Cormier noted that this policy was required to be reviewed and readopted annually. She stated that she and City Administrator Robbie Hood had reviewed the policy and recommended readopting the policy with no changes. Tommy Gunn read the resolution aloud and in its entirety. On a motion made by Councilman Dan Mohon and seconded by Councilman T.W. Permenter, council members unanimously voted to readopt the investment policy with no changes and approve the resolution.

On consideration of ordering a Municipal Election to be held on May 4, 2019 for the purpose of electing three (3) Alderpersons at Large, Ms. Cormier advised that the three positions expiring this year were Dan Mohon, T.W. Permenter, and Sarah McClendon. She informed that early voting would be held at the Orange Public Library, April 22 to April 30, from 8:00a.m. to 4:30p.m. each weekday. She noted the exceptions to be Tuesday, April 23 and Tuesday, April 30 when the times would be 8:00a.m. to 8:00p.m. Ms. Cormier stated that the filing period for this election would be January 16 through February 15. On a motion made by Councilman T.W. Permenter and seconded by Councilwoman Cynthia Adams, council members unanimously voted to order the Municipal Election to be held on May 4, 2019.

Regarding discussion and possible action on entering into a Joint Election Agreement between the political subdivisions within Orange County for the General Election to be held on May 4, 2019, Ms. Cormier noted that this was an annual agenda item. She stated that the political subdivisions involved this year were the City of Pinehurst, City of Orange, West Orange Cove Consolidated Independent School District, and Little Cypress Mauriceville Consolidated Independent School District. She informed that the City of West Orange had its own voting machine and did not participate in the joint election agreement. She advised that this agreement allowed for the sharing of election costs among the political subdivisions and recommended

approval. On a motion made by Councilwoman Sarah McClendon and seconded by Councilman T.W. Permenter, council members unanimously voted to approve the Joint Election Agreement.

Regarding discussion and possible action on entering into a Service Contract with the Orange County Election Administrator to supervise the election to be held on May 4, 2019, Ms. Cormier informed that Election Administrator Tina Barrow would oversee the election and make sure that everything ran smoothly. She advised that Mrs. Barrow was the authority in this area regarding elections and recommended approval of the Service Contract. On a motion made by Councilman John Zerko and seconded by Councilman T.W. Permenter, council members unanimously voted to enter into the Service Contract.

On consideration of entering into an Automark/ExpressVote Lease Agreement with the Orange County Election Administrator to provide electronic voting machines for the General Election to be held on May 4, 2019, Ms. Cormier noted that Orange County had purchased new electronic voting machines. She advised that the voting process was changing and that soon voters would no longer have the option of paper ballots. She explained that Orange County no longer wanted paper ballots and they no longer wanted hand counted ballots. In addition, she stated that Pinehurst would no longer be picking its own election judges and workers. She noted that Orange County would take over that responsibility. She informed that the City was required to provide at least one electronic voting machine and recommended approval of this agreement. On a motion made by Councilwoman Cynthia Adams and seconded by Councilwoman Sarah McClendon, council members unanimously voted to enter into the electronic voting machine lease agreement.

On consideration of approving an Ordinance authorizing participation with other Entergy service area cities in matters concerning Entergy Texas, Inc. at the Public Utility Commission of Texas (PUC) in 2019, Tommy Gunn noted that this was another annual agenda item. He advised that the Ordinance was sent to the City from the Lawton Law Firm, which represented cities across the state in Entergy Texas, Inc. matters that go before the PUC. He stated that this Ordinance simply allowed the law firm to continue to represent the City in those matters. On a motion made by Councilwoman Sarah McClendon and seconded by Councilman T.W. Permenter, council members unanimously voted to approve the Ordinance.

Under the City Administrator Report section of this agenda, Robbie Hood gave a State of the City Address. Mr. Hood began by saying that sales tax revenues for 2018 were up about \$105,000 from 2017 calendar year. He thanked the area citizens for supporting local businesses. In addition, he thanked all employees for their service to the City. He continued by saying that Hurricane Harvey exposed weaknesses in the City drainage, aging sewer lines, and drivable roads. He commented that with devastation comes opportunity. Mr. Hood noted with the \$6.9 million grant allocation from the General Land Office, all of those weaknesses would be addressed.

Mr. Hood advised council members that the City was awarded a \$15,000 grant from Sabine River Authority. He stated that the water well on MLK Jr. Dr. recently had some major issues. He informed that the \$15,000 was used to resolve those issues and the water well was back online. He thanked Sabine River Authority for its continued support.

Mr. Hood reported that the General Land Office had allocated \$6.9 million to the City for infrastructure improvements. He noted that the money was not actually in the City's bank account yet but would be forthcoming. He stated that the original deadline for application submission was January 31, 2019 but he had requested a six month extension. He advised that the request had been granted and now the application would be due at the end of July. He informed that projects would be presented to Council soon and the application would be submitted in March or April.

Under the Announcements, Comments, and Requests from Council, Robbie Hood commented that the annual Spring Cleanup would be held on April 6, 2019 from 8:00a.m. – noon in the HEB parking lot. He stated that Public Works employees would be onsite to help unload the debris and noted that Republic Services would provide complimentary dumpsters for the event. Mr. Hood announced that on April 13, 2019 the City would once again team up with Sabine Federal Credit Union for the Shred-It-And-Forget-It event. He stated that this event would take place at the SFCU parking lot from 9:00a.m. – noon. Mr. Hood reminded council members that the 47th Annual Meeting and Installation of 2019 Officers for the South East Texas Regional Planning Commission would be held on January 17, 2019 at 6:30pm.

There being no further business to transact, Councilman John Zerko made a motion to adjourn. Councilwoman Cynthia Adams seconded the motion and the motion unanimously passed. Mayor Runnels adjourned the meeting at 6:54pm.

/s/ Joseph L. Runnels

Mayor

/s/ Debbie Cormier

City Secretary