

MINUTES

A regular meeting of the City Council of the City of Pinehurst was held on January 10, 2023, at 6:02p.m. at Pinehurst City Hall Council Room. The following council members were present: Cynthia Adams, Greg Willis, J. Michael Shahan, Joey Vance, and Troy Pierce. Mayor Pro-Tem J. Michael Shahan called the meeting to order and established a quorum. Councilman Greg Willis gave the invocation followed by the reciting of the United States and Texas Pledges of Allegiance, led by Councilman Troy Pierce. The following business was transacted.

On a motion made by Councilwoman Cynthia Adams and seconded by Councilman Joey Vance, council members unanimously voted to approve the minutes of the Regular Session held on December 13, 2022.

Pinehurst resident, Dana Teate, addressed the Council under the Citizen Comments section of this agenda. Ms. Teate advised that she would be opening an alcohol and drug abuse center across the street from Pinehurst City Hall. She noted that she had more than twelve years of experience in the field. She informed that she had certified clinicians that would be working with her including a Licensed Psychologist, a Licensed Chemical Dependency Counselor, a Licensed Clinical Social Worker, and a Licensed Professional Counselor. She stated that she was waiting on contracts and approvals. She advised that she was not registered with the State of Texas. She noted that she would be providing classes and that license clinicians would be working with the individuals using her services. She stated that classes and counseling would be provided both in person and virtually. Ms. Teate advised that she would be opening around April 1st.

City Administrator Jerry Hood reported that Leonard Roff, the new Code Enforcement Officer, would be attending a class in February to obtain his Code Enforcement license. Mr. Hood advised that Mr. Roff could not perform HVAC, plumbing, electrical and other inspections until he became certified. He noted that those inspections would need to be contracted out until Mr. Roff obtained his inspection certifications. He stated that those contract inspectors would charge a fee that would be passed on to the customer. Mr. Hood advised that the ordinance and fee schedules would need to be revised and said that topic would be discussed at the February meeting.

Mr. Hood reported that the Fire Department had submitted an application for a \$5,000 grant. He stated that the department expected notice regarding approval/denial by the end of January 2023. He advised that the grant funds would be used to obtain much needed gear, if approved.

Mr. Hood reported that one of the new Police Department Tahoes had arrived. He noted that the other Tahoe should arrive within a week or two.

Mr. Hood reported that the City had been in communications with McDonalds. He stated that he thought the projections of pulling permits during the first quarter of 2023 was still the plan. He commented that the restaurant would be located across MacArthur Drive from Granger Chevrolet. He stated that McDonalds was currently going through a utility review that required approval from TxDOT since some of the utilities would be located in the right-of-way.

Mr. Hood announced that Giron Hadnott was the employee of the fourth quarter of 2023. He remarked that Mr. Hadnott was not only the fire marshal but also a part-time police officer and had been assisting with Code Enforcement lately. Mr. Hood reported that Christie Thompson was chosen as the volunteer of the fourth quarter. He stated that Ms. Thompson had been instrumental in performing the administrative duties and getting records organized. Lastly, Mr. Hood advised that the Employee of the Year and Volunteer of the Year would be announced at the Council meeting in February.

Regarding the discussion and possible action to approve the selection of the City's Administration Professional Services for the 2023/2024 TxCDBG grant, City Administrator Jerry Hood stated that there was no need for the review committee to grade the bids because only one bid had been submitted. Mr. Hood recommended that Council approve the selection of Traylor & Associates to handle the administrative services for this grant. On a motion made by Councilman Joey Vance and seconded by Councilman Greg Willis, council members unanimously voted to approve Traylor & Associates for Administration Professional Services for the 2023/2024 TxCDBG grant.

On consideration of revising and/or readopting the City of Pinehurst Investment Policy and approval of the corresponding resolution, City Secretary Debbie Cormier noted that this was an annual agenda item. She advised that she and Mr. Hood, as the investment officers, were required to review/revise the policy annual and submit it to the Council for approval. She stated that there were no recommended changes to the policy this year. City Attorney Tommy Gunn read the resolution aloud and in its entirety. On a motion made by Councilman Greg Willis and seconded by Councilwoman Cynthia Adams, council members unanimously voted to approve the investment policy as presented.

On consideration of ordering a Municipal Election to be held on May 6, 2023 for the purpose of electing three (3) Alderpersons at Large, City Secretary Debbie Cormier noted that the three seats up for election were currently held by J. Michael Shahan, Troy Pierce, and Joey Vance. Ms. Cormier informed that the main early voting location would be the Orange Public Library. She stated that the branch locations listed on the order were subject to change in accordance with election cancellations. She advised that early voting would be held April 24 – 28 (Mon.-Fri.) from 8:00a.m. – 5:00p.m. and May 1 – 2 (Mon.-Tues.) from 7:00a.m. – 7:00p.m. On a motion made by Councilwoman Cynthia Adams and seconded by Councilman Joey Vance, council members unanimously voted to order the Municipal Election to be held on May 6, 2023.

Regarding the discussion and possible action on entering into a Joint Election Agreement Services Contract between the Orange County Elections Administrator (OCEA) and select political subdivisions of the State of Texas for the purpose of authorizing the Administrator to conduct and supervise the City's General Election to be held on May 6, 2023, Ms. Cormier stated that Pinehurst had been participating in joint elections for about ten years. She explained that there was a 10% administrative cost plus the cost of ballots, ballot boxes, elections workers, supplies, electronic voting machines, etc. She noted that the budget for the election was \$4,000 and stated that amount usually covered everything associated with a General Election. On a motion made by Councilwoman Cynthia Adams and seconded by Councilman Greg Willis, council members unanimously voted to enter into a Joint Election Agreement Services Contract with OCEA.

Concerning the discussion and possible action to continue, abolish, or modify the City of Pinehurst Curfew Ordinance, City Secretary Debbie Cormier informed that this ordinance was required to be readopted/abolished/modified every three years. Ms. Cormier advised that Police Chief Chris Humble and Lt. Jocelyn Trussell had reviewed the ordinance and did not recommend any changes at this time. On a motion made by Councilwoman Cynthia Adams and seconded by Councilman Joey Vance, council members unanimously voted to readopt the Curfew Ordinance.

There were no announcements, comments, or requests from Council.

There being no further business to transact, Mayor Pro-Tem J. Michael Shahan adjourned the meeting at 7:33pm.

Mayor

City Secretary