

**MINUTES**

A regular meeting of the City Council of the City of Pinehurst was held on June 13, 2023, at 6:00p.m. at Pinehurst City Hall Council Room. The following council members were present: Cynthia Adams, J. Michael Shahan, Joey Vance, Troy Pierce, and Greg Willis. Mayor Sarah McClendon was absent. Mayor Pro-Tem J. Michael Shahan called the meeting to order and established a quorum. The Mayor Pro-Tem gave the invocation followed by the reciting of the United States and Texas Pledges of Allegiance, led by Councilman Greg Willis. The following business was transacted.

On a motion made by Councilman Greg Willis and seconded by Councilwoman Cynthia Adams, council members unanimously voted to approve the minutes of the Regular Session of May 16, 2023.

Council members reviewed the budgeted expenditures of April 2023. City Secretary Debbie Cormier began the financial report by saying that there were no new capital outlays to report. Ms. Cormier advised that year-to-date (YTD) revenue for the General Fund was behind the prior year by almost \$1.3 million. She noted that the entire shortfall was due to GLO grant funds received in the prior year. She informed that the 2023 YTD revenue for Garbage Fund exceeded the previous year by about \$39,000. She stated that the Water/Sewer Fund, much like the General Fund, was behind the prior year by slightly more than \$972,000 but again noted the entire shortfall was due to GLO and TxCDBG grant funds received in the prior year. She reported that the Debt Service was behind the previous year by approximately \$15,000. Overall, she explained that the \$2.2 million difference in revenue was completely due to grant funds received in fiscal year 2022. Ms. Cormier advised that YTD revenue exceeded YTD expenses in the General Fund and the Garbage Fund. She stated that YTD expenses exceeded YTD revenue in the Water/Sewer Fund and the Debt Service Fund. She noted that total revenues exceeded total expenses by about \$229,000. In summary, Ms. Cormier explained that the city had 7.31 months of cash reserves in March 2023 and dropped to 7.25 months of cash reserves in April 2023. There were no questions or comments regarding this financial report.

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

City Administrator Jerry Hood reported that the city had sustained some minor damage during the recent storm, approximately three weeks prior to this meeting. Mr. Hood advised that there was damage to the fence behind City Hall; damage to the roof at the Operations & Maintenance (O&M) building; the roof was blown off a shed at the maintenance yard; and an air condition unit at the O&M was damaged by lightning. He stated that he had been working with the insurance adjustors on the claim and he felt like the city would receive insurance proceeds in order to make repairs.

Mr. Hood reported that the \$300,000 Resiliency grant was being finalized and would be submitted to the General Land Office in about a week. He noted that these funds, if awarded, would be used to codify the city ordinances and publish them online.

Mr. Hood reported that COVID had disrupted the city's leased vehicle program, but he advised that the city had not paid a note on the vehicles in about a year, so the program was working as

intended. He stated that the new vehicles had finally arrived and noted that the current vehicles would be returned and sold. He informed council members that the equity in those three vehicles should be enough to pay for the new vehicles for the next year.

Mr. Hood reported that the slope mower, previously approved by the Council, was scheduled to arrive in mid-July. He noted that the current slope mower had no air conditioner so the operator could only mow for a few hours very early in the morning.

Mr. Hood reported that he would be going before the Council soon to approve the auctioning of surplus equipment. He advised that these items would include the old Gradall, the old slope mower, and several other items.

Mr. Hood commended Code Enforcement Official Leonard Roff for taking over that position so efficiently. He stated that Mr. Roff was reviewing all seven sections of the city for Code infractions.

Mr. Hood requested that the July meeting be delayed until July 18. Council members agreed to his request.

On consideration of approving a Rerate Agreement with TML Health to provide medical insurance benefits to City of Pinehurst employees, Ms. Cormier advised that this was an annual agenda item. She explained that the city had medical coverage through a pool, TML Health. She stated that the city had to agree to the TML Health rerate by the end of June 2023. She noted that the rerate agreement would not lock the city into a commitment with TML Health but simply lock in the rates listed in the agreement IF the city decided to continue health coverage with TML Health for the 2023-2024 fiscal year. She informed council members that the rerate agreement included an average premium increase of 7.75%. She advised that Liz McKee of TKHealth Insurance would be seeking insurance bids in an effort to find comparable coverage at a lower rate. She noted that Mrs. McKee would not be able to obtain those bids until the first week of August. On a motion made by Councilman Greg Willis and seconded by Councilman Joey Vance, council members unanimously voted to approve the Rerate Agreement with TML Health.

At 6:20p.m., council members convened in a closed meeting pursuant to the Texas Local Government Code, Section 551.074, Personnel Matters to discuss employee compensation adjustments and to conduct interviews of candidates for alderperson to complete the unexpired term of Joey Vance.

Council members reconvened in open session at 6:45p.m. City Administrator Jerry Hood made the following recommendations regarding employee compensation adjustments:

- 1) Telecommunicators receive the listed certification pay according to experience:
  - a. Intermediate Telecommunicator Pay of \$125 per month
  - b. Advanced Telecommunicator Pay of \$175 per month
  - c. Master Telecommunicator Pay of \$225 per month
- 2) Officer Eugene Summage receive an increase of \$2.49 per hour
- 3) Michele Andreu receive an increase of \$2.00 per hour
- 4) Charles Spain receive an increase of \$1.48 per hour

Mr. Hood advised that the telecommunicators' certification pay and all increases should be effective with the pay period beginning June 19, 2023. On a motion made by Councilman Troy Pierce and seconded by Councilman Greg Willis, council members unanimously approved all the City Administrator's recommendations. Mayor Pro-Tem Shahan added that Mr. Hood had been advised to do everything possible to find funds to increase employees' compensation during the upcoming budget process.

Regarding the appointment of an alderperson to complete the term of Alderman Joey Vance, Councilwoman Cynthia Adams made a motion to appoint Joey Vance. Councilman Troy Pierce seconded the motion and the motion unanimously passed.

City Attorney Tommy Gunn presented Mr. Vance with a Certificate of Appointment. Subsequently, Mr. Gunn led Mr. Vance in the execution of the Statement of Officers and the Oath of Office. Councilman Joey Vance then took his seat on the council bench.

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

There being no further business to transact, Councilman Greg Willis made a motion to adjourn. Councilwoman Cynthia Adams seconded the motion and the motion unanimously passed. Mayor Pro-Tem Shahan adjourned the meeting at 6:52p.m.

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Mayor

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City Secretary