

MINUTES

A regular meeting of the City Council of the City of Pinehurst was held on July 21, 2020 at 6:00p.m. by teleconference via GoToMeeting. The following council members were present: Dan Mohon, T.W. Permenter, Cynthia Adams, J. Michael Shahan and John Zerko. Councilwoman Sarah McClendon was absent. Having established a quorum, Cynthia Adams gave the invocation then Dan Perrine of KOGT recited the United States and Texas Pledges of Allegiance. The following business was transacted.

On a motion made by Mayor Pro Tem T.W. Permenter and seconded by Councilman John Zerko, council members unanimously voted to approve the minutes of the Regular Session held on June 9, 2020 and the Special Session held on June 23, 2020.

At this time, council members reviewed the budgeted expenditures for May 2020. City Secretary Debbie Cormier began by saying that there were no capital outlays in May 2020. When comparing YTD income for May 2020 versus May 2019, she stated that the General Fund was ahead of the prior year by slightly more than \$49,000. She noted that the increase was attributable to increased collections of court fines and property tax revenues. She continued by advising that May 2020 revenues for the Garbage Fund exceeded the previous YTD by a little more than \$9,000. Ms. Cormier informed that the Water/Sewer Fund was behind the prior year by about \$11,000 once all one-time occurrences were removed. She explained one-time occurrences as monies received from grants or FEMA reimbursements that occurred in one of the years but not the other. Overall, she reported that YTD revenue as of May 2020 exceeded those through May 2019 by approximately \$50,000. Upon comparing YTD actual revenues versus YTD actual expenditures, Ms. Cormier advised that revenues exceeded expenditures in all funds except the Water/Sewer Fund, which reflected a \$6,500 deficit. She noted that overall revenues exceeded overall expenditures year-to-date by \$178,779. In summary, she informed that the City's reserves were virtually unchanged from the previous month with 6.57 months of reserves in April and 6.56 months of reserves in May. Council members did not have any questions regarding the budgeted expenditures for May 2020.

Under the Citizens Comments section of this agenda, Vivian Holbrooks commented that she was unhappy about the first responders not being able to make runs except for people who were having a heart attack. She stated that a neighbor had fallen out of bed and it took the ambulance 30 minutes to arrive. She said that the first responders from the Pinehurst Volunteer Fire Department (PVFD) would have been there within 5 minutes. Mayor Mohon remarked that the issues with the fire department would be discussed at a later time.

Christie Thompson commented that she was handicapped and lived alone. She stated that it caused her great anxiety to think that if she fell, the fire department would not be able to come to help her. She stated that Pinehurst had many elderly residents and they needed the fire department's assistance for incidents of falls and other non-cardiac related situations.

Charity Willingham, former Fire Chief Shon Branham's daughter, stated that she felt a hasty decision had been made with the limitations put on the PVFD. She informed that the increase in dispatch fees would be covered with the PVFD's existing budget. She said that the increased fee

should be a non-issue. She explained that the Pinehurst Nursing Home and Optimist Village would now be restricted with the new rules on calls for things such as strokes, falls, diabetic emergencies, etc. She stated that response times were precious since the community no longer had a hospital. She noted that the fire department had two paramedics. She advised that there was an elderly man that collapsed at the Sr. Labor Day Picnic last year and the fire department assisted the man.

At this time, City Administrator Jerry Hood advised that the City would be having fire department discussions during future meetings. He noted that comments would be welcomed at that time. He stated that no fire department services had been cut and no citizens had been neglected. He recommended moving on with the agenda. Mayor Mohon thanked everyone for their comments and stated that the City would be working on this important issue.

On consideration of approving Employee Health, Dental, and Life Insurance plans for fiscal year 2020-2021, TK Health Insurance representative Liz McKee presented quotes from four insurance companies. Mrs. McKee obtained quotes from TML Health (the current carrier), BCBS, UHC, and Humana. She noted that none of the other carriers had a deductible as low as TML Health. She advised that the company closest to the current plan in terms of coverage would be \$8,000 per month more than the current plan. She recommended that the City stay with TML Health. Mrs. McKee advised that Principal Life Insurance would not be increasing any of the City's rates due to COVID-19. She stated that premiums for dental, vision, and life insurance would remain at the current rates. She recommended that the City stay with Principal Life Insurance for dental, vision, and life insurance coverage. On a motion made by Councilman J. Michael Shahan and seconded by Councilman John Zerko, council members unanimously voted to accept Mrs. McKee's recommendations and keep all insurances with the current carriers.

On consideration of adopting an Ordinance setting Water and Sewer Rates for FY2020-2021, City Secretary Debbie Cormier advised that there was no proposal to increase the base rates. She informed that the proposal was to increase the multiplier for per gallon usage. She noted that the current multiplier for water per gallon was .0028 and the proposal was to increase that rate to .0032, or an increase of .0004 per gallon. She advised that the current multiplier for sewer per gallon was .0031 and the proposal was to increase that rate to .0035, or an increase of .0004 per gallon. Ms. Cormier explained that the rate for water would increase by \$2.00 on an average 5,000 gallon bill. She noted that the rate for sewer would also increase by \$2.00 on an average 5,000 gallon bill, making the total increase for water and sewer \$4.00 on an average bill. City Attorney Tommy Gunn read the Ordinance aloud and in its entirety. On a motion made by Mayor Pro Tem T.W. Permenter and seconded by Councilwoman Cynthia Adams, council members unanimously voted to approve the Ordinance setting Water and Sewer Rates for FY2020-2021.

On consideration of approving a Resolution setting FY2020-2021 rates for solid waste disposal, brush and limb disposal, and commercial container service, City Secretary Debbie Cormier advised that Republic Services would be increasing all rates by 3% this year. She stated that waste disposal fees increased every year based on the Consumer Price Index. She informed that the proposal was to pass the 3% increase along to the customers, as was customary. City Attorney Tommy Gunn read the Resolution aloud and in its entirety. On a motion made by

Mayor Pro Tem T.W. Permenter and seconded by Councilman John Zerko, council members unanimously voted to approve the Resolution setting FY2020-2021 rates for solid waste disposal, brush and limb disposal, and commercial container service.

Regarding the discussion and possible action on approving changes to Chapter 5, Compensation and Benefits, of the City's Personnel Policies and Procedures Manual, City Secretary Debbie Cormier stated that the proposed changes had been agreed upon by the members of the committee tasked with reviewing and updating these policies. Ms. Cormier reviewed each of the proposed changes with the Council. Those changes included:

- A change to the waiting period for insurance coverage
- Changing the definition of Immediate Family for Bereavement Time Off purposes
- The addition of Presidents' Day as a recognized holiday
- A change in the number of sick occurrences allowed before an employee is docked the first day
- Approval of the use of sick hours for doctors appointments
- A change in the number of sick days that can be used before a doctor's statement is required
- Approval and rules for using sick time for Immediate Family members
- A change in the waiting period for new employees to receive sick leave
- Addition of an option for employees to sell back 40 hours of accrued vacation every 12 months

On a motion made by Councilman J. Michael Shahan and seconded by Councilwoman Cynthia Adams, council members unanimously voted to approve the changes to Chapter 5 of the City's Personnel Policies and Procedures Manual.

On consideration of approving an extension of the current Disaster Recovery Services Contract between AshBritt, Inc. and the City of Pinehurst, Police Chief/Emergency Management Coordinator Fred Hanauer advised that Pinehurst was part of the Orange County Emergency Management Plan. He stated that each entity within the Orange County plan was required to have its own contract in place for debris removal. Chief Hanauer advised that bids were originally received from AshBritt and two other companies. He stated that he, Code Enforcement Officer Harry Vine, and then City Administrator Robbie Hood reviewed the bids and all agreed that AshBritt was the best company to provide the requested services in the event of a disaster. He noted that nothing in the current contract had changed from the previous contract. Chief Hanauer recommended approval of the AshBritt contract. On a motion made by Mayor Pro Tem T.W. Permenter and seconded by Councilman J. Michael Shahan, council members unanimously voted to approve the AshBritt contract extension.

Regarding the discussion and possible action on selecting an Engineering firm for General Engineering Services, Interim City Administrator Jerry Hood first thanked Mayor Pro Tem T.W. Permenter and City Secretary Debbie Cormier for joining him as members of this rating committee. Mr. Hood stated that the committee members met on June 15 to review and grade the four proposals that were received. He advised that the committee members recommended Schaumburg & Polk for the City's General Engineering Services. On a motion made by Councilwoman Cynthia Adams and seconded by Councilman John Zerko, council members

unanimously voted to engage Schaumburg & Polk Engineering firm for General Engineering Services.

Regarding the discussion and possible approval to direct the Orange County Tax Assessor Collector (OCTAC) to calculate an 8 percent voter-approval tax rate rather than the 3.5 percent voter-approval tax rate as allowed by Senate Bill 2 for a City located in a disaster area, Interim City Administrator Jerry Hood explained that Senate Bill 2 placed a 3.5 percent cap on increasing ad valorem property taxes. He noted that Senate Bill 2 included a provision for entities in a disaster area and allowed those entities to calculate at 8%. Mr. Hood recommended that the Council direct the OCTAC to calculate the current year rate at 8% due to the current pandemic and disaster declaration. He explained that it would not lock the City into an 8% increase but would give the Council the flexibility to increase ad valorem taxes as needed up to 8%. On a motion made by Councilman J. Michael Shahan and seconded by Councilman John Zerko, council members unanimously voted to direct the OCTAC to calculate at 8%.

Under the Announcements, Comments, and Requests from Council section of this agenda, Mayor Mohon requested a meeting with former City Administrator Robbie Hood and Interim City Administrator Jerry Hood for the day after this meeting.

There being no further business to transact, Mayor Mohon adjourned the meeting at 6:54p.m.

/s/ Dan Mohon

Mayor

/s/ Debbie Cormier

City Secretary