M I N U T E S

A regular meeting of the City Council of the City of Pinehurst was held on November 14, 2023, at 6:00pm at Pinehurst City Hall Council Room. The following council members were present: Cynthia Adams, J. Michael Shahan, Troy Pierce, Joey Vance, and Greg Willis. Mayor Sarah McClendon was absent. Mayor Pro-Tem J. Michael Shahan called the meeting to order and established a quorum. Councilwoman Cynthia Adams 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 October 10, 2023.

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

City Administrator Jerry Hood reported that he and City Secretary Debbie Cormier had met with representatives of the General Land Office. He advised that the city had officially entered into two $1 million contracts on November 1st. He stated that one of the grants would be used to elevate and rehabilitate the lift stations throughout the city. He informed the Council that the other grant would be used to continue pipe bursting in several areas.

Mr. Hood reminded council members of the FEMA grant application that was submitted under the Hazard Mitigation program. He noted that this grant would require a 10% cost share if awarded. He advised that the application had moved up to the next level.

Mr. Hood reported that the city had submitted a grant application through the CDBG 23-24 cycle. He stated that one of the applicants was disqualified and the City of Pinehurst’s application was next in line. He noted, while not yet official, it was expected to be approved soon. He informed that this grant would be used for additional pipe bursting on 40th Street, 41st Street, Sparrow, and others in that general area.

Mr. Hood reminded council members of the Resiliency Community grant application that had recently been submitted. He advised that this was a $300,000 grant that would be used to codify the city’s ordinances. He stated that the application was moving through the approval process and additional information had been requested.

Mr. Hood reported that the fire department had submitted a Wildfire grant. He stated that he was unsure of the amount on this grant but said that the cost share would be 25%. He noted that the cost share could be waived. He explained that the fire department was asking for a brush truck, a skid steer with a mulcher, a grapple truck, some fire gear, and hand tools.

Mr. Hood reported that a grant application had been submitted to the Sabine River Authority. If awarded, he stated that the funds would be used for repair work on one of the clarifiers.

Mr. Hood reported that International Paper was in the process of closing the business. He explained that the city had been using International Paper for dumping brush/limbs at no charge. He told council members that the city would have to find an alternate source and there would be a charge.

Mr. Hood reported that the Rene Bates auction ended the prior week. He advised that the city made slightly more than $17,000 from the sale of surplus items. He stated that the only item that did not sell in the initial auction was the Gradall. He noted that the Gradall was relisted at a lower price and currently had one bid.

Lastly, Mr. Hood advised that the burn ban had been lifted.

On consideration of casting a ballot for the 2024 Board of Directors for the Orange County Appraisal District and approval of the corresponding Resolution, City Secretary Debbie Cormier reminded council members that they had chosen not to submit nominations at the August 2023 meeting. She stated that all nominations had been submitted by voting entities choosing to respond and now the OCAD was giving the entities the opportunity to vote. She explained that council members had several options. First, she advised that the Council could abstain from the vote since the City of Pinehurst was only allotted 23 votes. Second, she stated that council members could distribute the 23 votes among as many as 5 different nominees. The third choice would be to cast the ballot placing all 23 votes on one nominee. Council members discussed the options and elected not to cast a ballot.

On consideration of approving a Grant Administration contract for the 2022 TDEM-HMGP / DR‑4485 COVID-19 Pandemic project, City Administrator Jerry Hood recommended approval of the contract presented by Traylor & Associates. On a motion made by Councilman Joey Vance and seconded by Councilman Troy Pierce, the Grant Administration contract presented by Traylor & Associates for the 2022 TDEM-HMGP/DR-4485 COVID-19 Pandemic project was unanimously approved.

On consideration of amending Chapter 58-3, Section (b), *Age of Manufactures Homes*, of the Code of Ordinances, Code Enforcement Official Leonard Roff advised that the current ordinance allowed homes manufactured within the last 10 years to be moved into the City of Pinehurst. Mr. Roff recommended changing the age of the manufactured home to 5 years. He explained that Pinehurst did not have zoning and stated that anyone could move any manufactured home into the city, pending Council’s approval. City Administrator Jerry Hood added that there were large discrepancies among area cities with regards to the age of manufactured homes. City Attorney Tommy Gunn read the Ordinance aloud and in its entirety. On a motion made by Councilman Troy Pierce and seconded by Councilwoman Cynthia Adams, council members unanimously voted to change the age of manufactured homes allowed to be moved into Pinehurst to 5 years.

On discussion and possible approval of an Ordinance regulating Coin-Operated Machines for Amusement within the city limits of the City of Pinehurst, City Administrator Jerry Hood advised that the city already had one establishment with five of these machines. He explained that this ordinance would give the City authority to govern those type machines. He stated that an application would be required, and a background check would be conducted. He noted that there would be a $50 application fee, and $100 permit fee (if approved). Mr. Hood advised that there would also be a $1,000 per machine, annual inspection fee. He stated that the maximum number of amusement redemption machines licensed, permitted, or allowed within the city would not exceed 25. Mayor Pro-Tem J. Michael Shahan recommended changing the per machine fee to $1,200 annually. Councilman Greg Willis made a motion to amend the annual inspection fee per machine from $1,000 to $1,200. Councilman Troy Pierce seconded the motion and the motion unanimously passed. Councilman Troy Pierce made a motion to approve the Coin-Operated Machines for Amusement Ordinance as amended. Councilman Joey Vance seconded the motion and the motion unanimously passed.

City Administrator Jerry Hood announced that the annual Employee/Council Christmas party would be held on December 15, 2023, from 11:00am – 1:00pm.

Councilwoman Cynthia Adams commented that she had visited the new restaurant in town, Rick’s Seafood & Steakhouse, and said that it was very good. Councilman Willis and City Administrator Jerry Hood concurred.

There being no further business to conduct, Mayor Pro-Tem J. Michael Shahan adjourned this meeting at 6:40pm.

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 Mayor

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City Secretary