

City of Newark
City Council Minutes
Thursday, November 20, 2014

I. Call to Order

Mayor Gary Van Wagner called the meeting to order at 7:00 p.m. on Thursday, November 20th, 2014 in the Newark Municipal Building located at 209 Hudson Street, Newark, Texas. Those present were: Mayor Gary Van Wagner, Mayor Pro Tem Linda Anderson, Councilmember Cary Mellema, Councilmember Mark Wondolowski, Councilmember Dan Sessler, Public Works Director William Allen, Library Director D'Laine Young, and City Secretary Diane Rasor.

II. Invocation and Pledge of Allegiance to the Flag – Mayor Gary Van Wagner delivered the invocation and led the Pledge of Allegiance to the Flag.

III. Citizen Comments – None.

IV. Consent Agenda – Consider and act on the following items: **A. October 16th and November 10th, 2014 Minutes, B. Accounts Payables from October 17-November 14, 2014, C. Budget vs Actual Revenues and Expenses and Financial Statements, D. City Administrator Staff Report – Summary of Projects/Public Works Activities**

City Administrator Diane Rasor requested the November 10, 2014 minutes be removed from consideration since they were not complete.

Mayor Pro Tem Anderson moved to approve the October 16, 2014 minutes; Councilmember Mellema seconded the motion. All approved. Motion passed.

Councilmember Sessler moved to approve the accounts payables as written; Councilmember Mellema seconded the motion. All approved. Motion passed.

Mayor Van Wagner requested the budget vs. actual report be added to the January agenda for further review. The Council is concerned about some of the budget line items being above the percentage amount that they should be at this time. Library Director D'Laine Young briefly reviewed the overages in her budget.

Councilmember Mellema moved to approve the "Budget vs. Actual" report; Councilmember Wondolowski seconded the motion; All approved. Motion passed.

Councilmember Sessler moved to accept the City Administrator's staff report; Mayor Pro Tem Anderson seconded the motion. All approved. Motion passed.

V. Regular Meeting

- 1. Consider and act on granting a variance resident at 520 Pettit for allowing tall grass and weeds on the property since they are cut periodically and used for other purposes.**

Ms. Cheryl Porter stated she has lived at 520 Pettit for 21 years. She has allowed Johnson grass to grow along her fence line because to her it is pretty. The rest of her lawn is kept mowed and she objects to the Johnson grass being referred to as weeds. She allows it to grow on purpose and uses it for decorative purposes. She does not believe the grass is a health or safety issue. Mayor Van Wagner recommends allowing Ms. Porter to cut the grass down and then making a decision as the grass grows as to whether it needs to be cut or not. No action taken.

- 2. Consider and act on the update from the property owner manager on the progress of repairing manufactured homes on Sandy Bass Lane.**

Ms. Sandra Rhea, the new property manager of the Newark Estates, gave an update on refurbishing some of the company's homes on Sandy Bass Lane. The home at 427 Sandy Bass has recently been completed and they are currently working on the home at 454 Sandy Bass. Their goal is to refurbish one home per month.

- 3. Consider and act on appointing/hiring Bury Engineering as the City Engineers.**

Councilmember Mellema moved to appoint and hire Bury Engineering as the City Engineers for the City of Newark; Councilmember Wondolowski seconded the motion. All approved. Motion passed.

- 4. Consider and act on allocating additional funds to upgrade the water and wastewater systems by installing a SCADA system.**

Public Works Director William Allen explained that currently the only way to determine if there is a problem with the City's wells and lift stations is to check them every day or receive calls from citizens. The Verizon phone system previously approved is a call system that will alert the City when a problem occurs. William is requesting the Council reconsider changing the decision and purchasing a SCADA (supervisory control and data acquisition) System, which will be able to transmit information to the operator instantly via a computer or smart phone and therefore prevent problems from occurring. The SCADA System will allow the pumps to work more efficiently. It will take two to three months to build and install.

Twenty thousand (\$20,000) is budgeted in the water and sewer budget under "equipment purchases", thirteen thousand (\$13,000) is dedicated already from the remaining 2013 Certificates and Obligation monies and the additional requested ten thousand (\$10,000) is the reimbursement from the State of ten-thousand five hundred (\$10,500) in grant funds.

Public Works Director William Allen clarified that this is basically a start-up package for the SCADA System to be able to discontinue the phone service with AT&T, which is costing the City approximately \$12,000 per year. This cost does not include the Water Tank at Wells 5 & 7 or

four (4) lift stations. It will include the phone lines from the Standpipe Water Tower to Wells 3 & 4, the Wastewater Treatment Plant and the Central Lift Station.

Councilmember Mellema moved to allocate the additional funds to upgrade the water and wastewater systems for adding the SCADA System by approving an additional eleven-thousand (\$11,000); Councilmember Sessler seconded the motion. All approved. Motion passed.

5. Consider and act on amending the City of Newark Personnel Policy and Employee Handbook to include Section 2.5.1 – Part-Time Employment and Benefits.

Councilmember Sessler moved to approve and act for the same; Councilmember Wondolowski seconds the motion. All approved. Motion passed.

6. Consider and act on the Bid Specifications for Surplus Land and starting bid amount for the property located at the corner of Rogers Road and Marshal Street.

This item is postponed until the December 18th meeting in order to consider rezoning the property prior to selling and decide whether to repair the well on the property.

7. Consider and act on DFW Paving's proposal to pave the portions of Berke Street and Pettit Street that are currently graveled.

This item is tabled in order to allow the City Engineer to research the options.

8. Consider and act on the Contract for Assessment and Collection Services for property taxes between the City of Newark and Wise County Appraisal District.

Mayor Pro Tem Anderson moved to accept the Contract for Assessment and Collection Services; Councilmember Mellema seconded the motion. All approved. Motion passed.

9. Consider and act on the Interlocal Agreement between Wise County, Texas and the City of Newark for Road Repairs and Maintenance.

Councilmember Sessler moved to approve the Interlocal Agreement; Councilmember Mellema seconded the motion. All approved. Motion passed.

VI. Executive Session – The City may enter into executive session during the meeting to seek legal advice from its attorney on any posted agenda item, or to discuss any item that is authorized by the Texas Open Meetings Act to be discussed in closed session, including: Section: 551.074 Personnel Matters; Closed Meeting. (a) This chapter does not require a governmental body to conduct an open meeting: (1) to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee.

Three (3) month probationary review of Library Director D'Laine Young

The City Council entered into executive session at 8:44 p.m. and returned to open session at 9:30 p.m.

10. Consider and act on executive session item(s).

No action at this time. Reschedule for the December 18th meeting.

11. Adjourn - The meeting adjourned at 9:30 p.m.

Approved:

Gary Van Wagner, Mayor

Date

Attest:

Diane Rasor, City Administrator