

**WHITE OAK CITY COUNCIL  
REGULAR MEETING  
WHITE OAK CITY HALL  
JANUARY 13, 2015  
5:00 P.M.**

MEMBERS PRESENT : Mayor Rick May, Mayor Pro-Tem Barbara Ray, Lance Noll, Kyle Kutch, Greg Hulett, Jerry Blankenship

STAFF PRESENT : Charlie Smith, Sherry Roberts, Billy Morgan, Randy Dodson, Maureen Carrigan, Wendell Basham, Tracey Fears

**CALL TO ORDER**

- A. Invocation
- B. Pledge of Allegiance

Mayor May called the meeting to order at 5:00 p.m. Mayor May led both the invocation and Pledge of Allegiance.

**CONSENT AGENDA**

- A. Consider and/or approve payment of bills for November and December 2014.
- B. Consider and/or approve City Council minutes from November 12 and December 9, 2014.
- C. Consider and/or approve Quarterly Investment Report ending December 31, 2014.
- D. Consider and/or approve Resolution 2014-01; Ratifying the Investment Policy with amendments.
- E. Consider and/or approve the 2015 City Holiday Schedule.

Mayor Pro-Tem Ray asked that an incorrect date on the last page on the investment report which is for the banks to fill out to be changed.

Motion to approve by Mayor Pro-Tem Ray, seconded by Councilmember Hulett. Carried unanimously.

**CITIZEN COMMENTS**

Larry Gilliam, 8497 N. Hwy 259, Longview. Mr. Gilliam explained that he would like to put in ten lots outside the city limits, which will need water service. He requested to be placed on next month's council agenda. City Coordinator Smith and Public Works Director Tracey Fears met with Mr. Gilliam. This property is off 1845, north of George Richey and south of Shiloh, and would be an extension.

**CONSIDER AND/OR APPROVE engineering contract with Schaumburg & Polk, Inc. for the Group Seal Coat Program.**

City Coordinator Smith explained that back in December, Council approved the piggyback seal coat interlocal agreement with Gladewater, which includes other cities. At that time, it was known there would be an engineering contract to follow, then last would be a construction contract. This agenda item is for a contract between the City and SPI, which the city attorney has approved. Allen Ross from SPI is here tonight to answer any questions.

Gladewater will approve their contract with SPI this Thursday, and Kilgore on January 27; Whitehouse will do both at the same meeting this month. The interlocal agreement must have the approval of all participating cities, but is more advantageous when more cities join. Councilmember Noll asked if everyone pays the same engineering costs. Mr. Ross answered no; some cities have a larger amount of work; for example, Gladewater has twice the amount of streets than White Oak, so they will pay a higher contract price.

Councilmember Hulett questioned if these engineering fees were comparable to what we have paid in the past. City Coordinator Smith stated Hayes Engineering performed the engineering services in 2010 and the fees were only in the \$2,500 range for 15,900 square yards. Councilmember Hulett then asked what the expectation of square yardage would be for this work. City Coordinator Smith answered around 16,858 square yards.

Allen Ross explained as the engineer, he would deal with only one contractor; but the engineers have more coordination that goes on. He explained how he is trying to promote this throughout East Texas to get more cities to join which increases the quantity and decreases the cities' costs. Councilmember Hulett asked if the City would save enough on the construction costs to offset the extra engineering fees. Mr. Ross answered the City should save around 30% on construction costs, which will more than offset the engineering fees. City Coordinator Smith verified with Mr. Ross that the City has the option to opt out until the bid process. Mr. Ross answered yes; however, if SPI would still expect payment if all engineering work is completed.

Councilmember Hulett emphasized that in order for this to work, there needs to be participation by all four cities; it will not be until after the project is complete that any savings will be seen. Mr. Ross explained that he plans to work hard to promote this process to other cities, counties, schools, and even a cemetery association that is interested. Councilmember Noll commented that since the City is buying the material in bulk, it is less expensive; but voiced his concern regarding the quality of material. Mr. Ross explained how it is the same material used by the State of Texas, and Gregg and Smith counties. Mr. Ross added that part of the construction contract would be for representation and oversight during the project.

Councilmember Hulett acknowledged his consent with the process and stated his belief that it would not cost the City any more than normal. Mayor Pro-Tem Ray sought clarification about the contingency that included repairs. Mr. Ross answered that this section did not necessarily include repairs, but also included constructor bonds, insurance, and edging the road, etc. Mayor Pro-Tem Ray stated she just wanted clarification as to whose responsibilities were whose. Mr. Ross explained that he would prepare a street assessment report and let City Coordinator Smith know what work will be required before the seal coat work began.

Mayor May asked for clarification that if all the cities go in together, if the cities buy the material in bulk. Mr. Ross clarified how the contractor buys the material and the City is purchasing a construction service. Mayor May questioned that if the contractor buys the material in bulk for one single price, then why would another city get a smaller unit price than White Oak. Mr. Ross confirmed this; however, the difference is in the overhead cost. If White Oak's project quantity is smaller than the other cities, the percentage of overhead cost for the City is higher.

City Coordinator Smith asked if it comes in less per square yard budgeted, can more streets be added. Mr. Ross explained the SPI contract is for the streets considered. If there were a request for additional streets, there would be a need for an engineering and construction change order.

Councilmember Noll made the motion to approve, seconded by Councilmember Blankenship. Carried unanimously.

**APPOINT AND REAPPOINT Board of Adjustments members:**

- A. Consider and/or appoint Dana Mizell as an alternate member for the term January 13, 2015 through December 31, 2017.
- B. Consider and/or reappoint regular members Billy Sallee and Ted Miller for the term January 1, 2015 through December 31, 2017.

City Coordinator Smith stated the person he requested to serve did not work out; however, Dana Mizell was willing to serve.

Councilmember Hulett made the motion to appoint as written. Councilmember Kutch seconded. Carried unanimously.

**CONSIDER AND/OR APPOINT a new member to the Planning & Zoning Board for the term January 1, 2015 through December 31, 2017.**

City Coordinator Smith requested councilmembers to email him with names of people who would be willing to volunteer and the Council can appoint someone in February.

**CONSIDER AND/OR APPROVE participation agreement with Government Payment Services, Inc. for credit and debit card processing.**

Councilmember Hulett questioned if this merchant service was cheaper for the City. City Secretary Sherry Roberts answered the City would have no expense; the customer is charged the fee and the City is removed from collecting the fees from the customer and paying the merchant service.

Councilmember Hulett made the motion to approve, seconded by Mayor Pro-Tem Ray. Carried unanimously.

**CITY COORDINATOR ITEMS**

A. Update on Baseball Field

He performed a walk-thru after the rain, which showed a couple of places where water had entered the concession stand. Everything is working great. The concession stand will be equipped soon and will be a joint venture with White Oak ISD.

B. Update on Wastewater Treatment Plant Upgrades

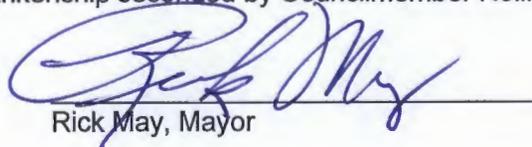
Moving forward and waiting on Texas Commission on Environmental Quality (TCEQ).

C. City Hall security issues.

The City has a court building security fund by law. There have been questions regarding city hall security so no one can get behind the counters. A suggestion was to extend the front counter to the wall and add doors and glass frontage.

**ADJOURNMENT**

Motion to adjourn at 5:35 p.m. made by Councilmember Blankenship seconded by Councilmember Noll. Carried unanimously.

  
Rick May, Mayor

ATTEST:

  
Sherry Roberts, TRMC  
City Secretary

