

WHITE OAK CITY COUNCIL MEETING MINUTES  
SEPTEMBER 8, 2020  
5:00 P.M.

MEMBERS PRESENT: Mayor Kyle Kutch, Dana Mizell, Joe Stephens, Thomas Cash, Kevin Hood

MEMBERS ABSENT:

STAFF PRESENT: Charlie Smith, Melba Hart, Leah Brooks, Brian Russell, Jimmy Purcell, Randy Dodson

GUESTS PRESENT: Robert Haberle, Jim Barwell, Stacy Anderson

1. CALL TO ORDER – 5:00 p.m.
  - a) Invocation
  - b) Pledge of Allegiance
  
2. CONSIDERATION OF CONSENT AGENDA
  - a) City Council meeting minutes for August 11, 2020
  - b) City Council special meeting minutes for August 27, 2020
  - c) Interlocal Contract with East Texas Council of Governments for City 9-1-1 Database maintenance

Councilmember Cash moved to approve, seconded by Councilmember Mizell

3. CITIZENS COMMENTS *(Any citizen wishing to address the Council on an agenda item may do so during the citizen comment section of the meeting, or when the item is being considered by the Council.)*

None.

4. OATH OF OFFICE for City Secretary Leah Brooks

Outgoing Asst. City Manager/City Secretary Melba Hart performed the Oath of Office for incoming City Secretary Leah Brooks

5. PRESENTATION by Mayor Kutch

Mayor Kyle Kutch presented a clock to outgoing Asst. City Manager/City Secretary Melba Hart

6. CONSIDERATION of appointing Kevin Hood to WOEDCO Board to fill unexpired term due to Gary Shaver's resignation

Councilmember Cash moved to approve, seconded by Councilmember Mizell. Carried 3-0, with Councilmember Hood abstaining

7. CONSIDERATION of Ordinance 2020-09 amending Electrical, Mechanical and Swimming Pool permit fees

City Coordinator Charlie Smith explains changes to permit fees to include generator installation, update swimming pool permit fees and update the mechanical permit fees

Councilmember Stephens moved to approve, seconded by Mayor Pro-tem Hood. Carried 4-0

8. CONSIDERATION of Resolution 2020-13 authorizing WOEDCO to enter into an economic development performance agreement with Tracey and Stephanie Fears dba Fears Investments

City Coordinator Smith explains WOEDCO offered Fears Investments a \$2,500 grant for their property facing White Oak Rd for signage improvements.

Councilmember Mizell moved to approved, seconded by Councilmember Stephens. Carried 4-0.

9. CONSIDERATION of Resolution 2020-14 approving the recommendation of the Selection Review Committee to award by resolution Traylor and Associates for administrative services for the City's 2021-2022 Texas Department of Agriculture TxCDBG application preparation and project administration, if awarded, and authorizing the Mayor to execute the contract upon receipt

City Coordinator Smith explains this \$300,000 grant would cover a large part of the expenses for resurfacing Old Highway 80 and hopefully the bridge. Smith explained the fees from Traylor and Associates can be taken out of the grant.

Councilmember Mizell moved to approve, seconded by Mayor Pro-tem Hood. Carried 4-0

10. CONSIDERATION of awarding bank depository contract

Assistant City Manager/City Secretary Hart explained every five years the City will submit RFP's for bank depositories. This year four were sent out and three returned. A committee was formed to review the bids and recommended the City remain with their current depository at VeraBank.

Councilmember Stephens moved to award the depository contract to Verabank, seconded by Councilmember Cash. Carried 3-0 with Councilmember Hood abstaining.

11. CONSIDERATION of Ordinance 2020-07 and Ordinance 2020-08 to approve amendments and adjustments to fiscal year 2020 budget

ACM/City Secretary Hart presented General Fund budget adjustments include increased revenues totaling \$35,800 as well as overall increased expenses of \$35,800. Hart also explained General Fund budget amendments including an unanticipated COVID-19 expenses of \$262,900 that will be submitted to the State for reimbursement as well as a grant in the amount of \$71,159 for coronavirus response expenses. Hart further explained the Utility Fund budget adjustment that reflects revenue shortfalls of \$60,000 and reduced expenditures of \$53,000. Amendments for Utility fund include water line improvements due to a main water line break and an approved water source study, resulting in increased expenses totaling \$141,411.

Councilmember Cash moved to approve, seconded by Mayor Pro-tem Hood. Carried 4-0.

12. CONSIDERATION of Ordinance 2020-10 to adopt the budget for fiscal year 2020-2021  
(*Record vote required.*)

ACM/City Secretary Hart explained no changes have been made to the budget since the public hearing.

Councilmember Cash moved to approve, seconded by Mayor Pro-tem Hood. Record vote taken: Mizell, Stephens, Cash, Hood all in favor. Carried 4-0.

13. RATIFICATION VOTE to adopt the budget for fiscal year 2020-2021 that will raise total property tax revenue (*Record vote required.*)

Record vote taken: Mizell, Stephens, Cash, Hood all in favor. Carried 4-0.

14. CONSIDERATION of Ordinance 2020-11 to adopt the ad valorem tax rate for fiscal year 2020-2021 (*Record vote required.*)

Councilmember Mizell moves to adopt an ad valorem tax rate of .60240 which is effectively a 2.7% increase in the tax rate. Motion seconded by Mayor Pro-tem Hood. Record vote taken: Mizell, Stephens, Cash, Hood all in favor. Carried 4-0.

12. CITY COORDINATOR REPORT

- a) Update on capital improvement projects
- b) Administrative updates – Muddy Rucus has been contracted for three months to curtail the hog problem. Owner Mr. Austin will be working with Mr. Dale Thomas on locations for trapping on his property.  
SWEPCO has issued an intent for rate increase however there is no information on amounts at this time.

13. ADJOURNMENT

Councilmember Mizell moved to adjourn at 5:22 p.m., seconded by Councilmember Stephens. Adjourned by consensus.

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Kyle Kutch, Mayor

Attest:

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Leah Brooks, City Secretary/Finance Director