



REGULAR MEETING MINUTES

THURSDAY, February 4, 2021 AT 6:00 PM by Audio Teleconference

In accordance with section 418.016 of the Texas Government Code, Governor Abbott has suspended various provisions that require government officials and members of the public to be physically present at a specified meeting location due to COVID-19.

Audioconference: Join Zoom Meeting Held.

1. CALL TO ORDER, INVOCATION AND PLEDGES TO FLAGS

Mayor Pro-tem David Williams II called the Audio teleconference meeting to order at 6:00 pm. Councilmembers Joan Hinshaw, Butch Reis, Patrick Ramsdell and James Bilberry were all present for the audio teleconference. Mayor Andy Williams was absent.

Councilmember James Bilberry performed the Invocation and Councilmember Butch Reis led the Pledges to the Flags.

2. PROCLAMATIONS

Mayor Pro-tem David Williams II recognized the Proclamations for the month of February:

Black History Month
Black Business Week - February 8-14th

3. CITIZENS/VISITORS' FORUM

Any person with business before the Council not scheduled on the agenda may speak to the Council. No formal action can be taken on these items at this meeting.

There weren't any citizens or visitors wishing to address the City Council.

Councilmember Joan Hinshaw led the meeting from here forward per the request of Mayor Pro-tem David Williams II.

4. CONSENT AGENDA

- A. Consider Approval of Minutes for Regular Meetings of January 21, 2021.

Motion was made by Councilmember Patrick Ramsdell to approve Minutes for Regular Meetings of January 21, 2021; motion second by Councilmember Butch Reis. All voted in favor. Motion carried 5-0.

5. ACTION ITEMS

- A. Discuss and possibly appoint or reappoint members to the Zoning Board of Adjustment for 2-year terms. *(Tabled from January 21, 2021 meeting.)*

Motion was made by Councilmember Patrick Ramsdell to approve appointment and reappointment of members to the Zoning Board of Adjustment for 2 year terms as presented. The Council noticed the vote did not include the Alternates. Motion was made by Councilmember Patrick Ramsdell to rescind the vote; second by Mayor Pro-tem David Williams II; all voted in favor. Motion to rescind carried 5-0.

**Motion was made by Councilmember Patrick Ramsdell to approve appointment and reappointment of members to the Zoning Board of Adjustment for 2 year terms as presented to include:
Reappointment of Chairperson Brenda Huckaba, Boardmember Chevan Jessamine, Boardmember Amber Cardoza
Appointment as Alternates Tanara Grisham, Dean Huard, and Nolan Johnson.
Motion was second by Mayor Pro-tem David Williams II. All voted in favor.
Motion carried 5-0.**

- B. Discuss and possibly approve **ORDINANCE NO. F. 21-02, AMEND FEE SCHEDULE:**

AN ORDINANCE OF THE CITY OF NOLANVILLE, TEXAS, TO AMEND THE FEE SCHEDULE ORDINANCE; PROVIDE FOR FINDINGS OF FACT, SAVINGS, SEVERABILITY, REPEALER, AN EFFECTIVE DATE, AND PROPER NOTICE AND MEETING.

Motion was made Councilmember Patrick Ramsdell to approve ORDINANCE NO. F. 21-02, Amending Fee Schedule and with changes to reflect the following:

- 1. Credit Card Fee – pass thru charge at the time of payment**
- 2. Animal Surrender Fee – from \$70 to \$75 plus updated shot record is required**
- 3. Inspection Fees – Inspections requiring one visit reflect \$40 (corrected Flatwork, Irrigation, Fence)**
- 4. Inspections requiring pre and post inspection \$50 (Roofing, Porches, Decks, Sidewalk/Street Cuts)**

5. **Swimming Pool Inground – from \$75 to \$160 (multiple phased inspections required) Solar increased from \$40 to \$80 – (multiple inspection types)**
6. **Clarified building permits to reflect base fee plus required inspections for all categories of construction.**
7. **Clarified demolition permit and deposit requirements.**
8. **Burn Permit to reflect duration of 30 days.**

Motion was second by Councilmember Butch Reis. All voted in favor. Motion carried 5-0.

- C. **Discuss and possibly approve ORDINANCE NO. D 21-02, BUILDING REGULATIONS & FIRE CODE:**

AN ORDINANCE OF THE CITY OF NOLANVILLE, TEXAS, AMENDING ORDINANCE NO. D 17-12 RELATED TO VARIOUS BUILDING REGULATIONS, ARTICLE 3.02 & FIRE CODE, ARTICLE 5.02; SETTING THE ADOPTION OF INTERNATIONAL CODE; PROVIDING A PENALTY FOR EACH OFFENSE; PROVIDING A SEVERABILITY CLAUSE AND PROVIDING AN EFFECTIVE DATE.

Motion was made by Councilmember Butch Reis to approve Ordinance No. D 21-02, BUILDING REGULATIONS & FIRE CODE from 2015 to 2018, and National Electric Code to 2020 ; motion second by Councilmember Patrick Ramsdell. All voted in favor. Motion carried 5-0.

- D. **Discuss and possibly approve RESOLUTION NO. F21-02:**

A RESOLUTION OF THE CITY COUNCIL ADOPTING AN INVESTMENT POLICY FOR 2021 AND DESIGNATING INVESTMENT OFFICERS

Motion was made by Councilmember Patrick Ramsdell to approve Resolution No. F21-02 and include WAM quarterly reporting; motion second by Mayor Pro-tem David Williams II. All voted in favor. Motion carried 5-0.

- E. **Discuss and possibly approve revisions to the City of Nolanville, PERSONNEL MANUAL.**

1. **2-05. DISQUALIFICATION [Hiring] - add: (f) any proven allegations or admissions of sexual harassment, racial discrimination or racial remarks on any social media platform.**
2. **2-08. TYPES OF APPOINTMENTS – regular part-time cannot exceed 20 (changed from 40) hours per week**
3. **4-02. EMPLOYEE PAY SCHEDULE – Change date of deposit to Thursday**
4. **4-08. INCENTIVE PAY – Add provision for incentive pay**
5. **10-01.a. HEALTH REIMBURSEMENT ACCOUNT – Add provision**

6. 14-11. USE OF CITY EQUIPMENT, SERVICES AND FACILITIES FOR PRIVATE USE – Employees may use benefits that are normally provided to residents (for example, bulk drop off or hazardous waste turn in events.)
7. 15-05. CYBER SECURITY TRAINING – Add House Bill 3834 effective June 2019 requires cyber related “Security Awareness Training” annually. This training is essential for keeping workers up-to-date on skills and evolving threats.
8. 6-15. (3) HARASSMENT, Delete [However, conduct or actions that arise out of a personal or social relationship and that are not intended to have a discriminatory employment effect may not be viewed as sexual harassment.]

Motion was made by Mayor Pro-tem David Williams II to approve revisions to the City of Nolanville, PERSONNEL MANUAL; motion was second by Councilmember Patrick Ramsdell. All voted in favor. Motion carried 5-0.

Mayor Pro-tem David Williams facilitated the remainder of the meeting.

- F. Discussion and possible approval of **RESOLUTION NO. B 21-02, OFFICIAL NEWSPAPER DESIGNATION:**

A RESOLUTION OF THE CITY OF NOLANVILLE, TEXAS, DESIGNATING THE KILLEEN DAILY HERALD AS THE OFFICIAL NEWSPAPER FOR REQUIRED PUBLICATIONS BY THE CITY; PROVIDING OPEN MEETINGS; SEVERABILITY CLAUSES; AND ESTABLISHING AN EFFECTIVE DATE.

Motion was made by Councilmember Butch Reis to approve RESOLUTION NO. B 21-02, OFFICIAL NEWSPAPER DESIGNATION; motion second by Councilmember Joan Hinshaw. All voted in favor. Motion carried 5-0.

- G. Discuss and approve engineer amendment #1 for City Hall Improvements with KSA to include Shared Use Path, Canopies and Window replacements for \$12,750 from the 2020 Construction Bond.

Motion was made by Councilmember Joan Hinshaw to approve engineer amendment #1 for City Hall Improvements with KSA to include Shared Use Path, Canopies and Window replacements for \$12,750 from the 2020 Construction Bond; motion second by Councilmember Patrick Ramsdell. All voted in favor. Motion carried 5-0.

- H. Discuss and possibly waive permitting fees for:

- (1) Habitat for Humanity for new construction and home repair assistance.
- (2) Nolanville Faith Outreach for future clinic.

Motion was made by Councilmember Patrick Ramsdell to approve waiving fees for one year for Habitat for Humanity for new construction and home repair assistance and Nolanville Faith Outreach for future clinic; second by Councilmember Butch Reis. All voted favor. Motion carried 5-0.

6. WORKSHOP

Discussion commenced on the following:

- Discuss City Front Proposal for City Application (Presentation by Brian Davis)
- Discuss any action item listed above that need further consideration
- Discuss Gordian Cooperative Buying Option
- Discuss Financial Policy Revisions


7. ADJOURNMENT

Meeting adjourned at 7:30 pm.

Date Minutes approved by Council: February 18, 2021


Andy Williams, Mayor




Crystal Briggs, City Secretary