

**THE STATE OF TEXAS
CITY OF NOLANVILLE**

The City Council of the City of Nolanville, Texas met in a Regular Meeting in the Council Chambers at JW Sims Community Center at 408 North 10th Street, Nolanville, Texas at

**REGULAR MEETING MINUTES
THURSDAY, December 4, 2014**

To consider and to act on the following Agenda:

Call to Order and Announce a Quorum is Present.

Mayor Dennis Biggs called the meeting to order at 6:00 p.m. and announced that a quorum was present. Council members David Escobar, Ernesto Servan, Aurelia Ridley and Mayor Pro-tem Dave Brackmann were present. Councilmember Marlene Fey was absent.

1. INVOCATION:

Invocation was given by Chief Gary Kent.

2. PLEDGE TO THE FLAGS:

Pledges were led by Mayor Dennis Biggs.

3. VISITORS/CITIZENS FORUM: At this time, 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.

Donald Matthews of North Main Street wanted to remind the City Council of his previous request to look into brush pickup for the citizens of Nolanville when negotiating the new trash contract. He asked if an alternate method could be to consider allowing burning once or twice a month.

Gabriel Morgan, Principal for Nolanville Elementary addressed the City Council saying she wanted to thank Chief Gary Kent and the Nolanville Police Department for all they do and for making themselves visible to the children of Nolanville Elementary. Ms. Morgan explained that Nolanville Elementary is very involved in the community. They also collect for the Nolanville Food Pantry. Nolanville Elementary has the longest running student council, the school has been honored at the Principal's Council in Houston, and their school has had tremendous decrease in discipline referrals. Ms. Morgan invites all to visit the school.

4. ANNOUNCEMENTS:

- **City of Nolanville Holiday Decoration Contest**

Crystal Briggs mentioned the Holiday Decoration Contest will be held again this year. It will recognize the best decorated three (3) homes. A flyer was provided. The judging of these homes will be performed by board members and the winners will be announced on Friday, December 19th at the Christmas Caroling event at Dogood Designs.

Meeting Minutes for Thursday, December 4, 2014

Mayor Dennis Biggs announced that Cavazo's Elementary is having a fundraiser tonight, December 4th at Red's Restaurant in Harker Heights from 11am – 11pm.

Mayor Pro-tem Dave Brackmann announced that on Friday, December 19th, the food Pantry will hold their 2nd Annual Jingle Bell event, there will be Christmas caroling and people are encouraged to bring food for the Pantry. Gifts and food will be given to those in need.

5. REPORTS:

- **Public Works, Animal Control, Ordinance Enforcement** –Monthly Status Report of Building Permits, Inspections, Ordinance Violations and Animal Control (*Director of Public Works, Bob Pena*).

Monthly Status Report provided by the Director of Public Works, Bob Pena. Mr. Pena advised everyone that Avenue H is open but there is a punch list of items to be corrected from their recent walk thru. He also explained that the Apartment Complex is at this time three (3) weeks ahead of schedule.

- **Police Department** –Monthly Report Case Breakdown, Arrests, Total Calls for Service and Citations (*Chief Gary Kent*).

Monthly Report Case Breakdown was provided by Chief Gary Kent. Chief Gary Kent stated that warnings have been given out to stop sign offenders on Avenue H. He asked for confirmation from the City Council on their attendance for the First Responder Parade on Saturday, December 13th.

- **Central Bell County Fire & Rescue** – No reports were provided (Absent)

6. ITEMS TO BE REMOVED FROM THE CONSENT AGENDA:

If discussion is desired by the council, any item may be removed from the consent agenda prior to voting, at the request of any Councilmember, and it will be considered separately.

There were no items to be removed from the Consent Agenda.

7. CONSENT AGENDA:

- A. Consider approval of Minutes for Regular City Council meeting of November 20, 2014.

Motion was made by Mayor Pro-tem Dave Brackmann to approve the Consent Agenda; motion was seconded by Councilmember Dave Escobar. All voted in favor. Motion carried 4-0.

8. BUSINESS AND ACTION ITEMS:

- A.** Discussion and possible action on property exchange with the City of Nolanville and the First Baptist Church.

Bob Pena, Director of Public Works explained the property exchange in detail. He also asked John Simcik, Design Engineer of KPA to address council by explaining the matter and its origination. Fourth (4th) Street was split down the middle. Property east of 4th Street was straddled and paved further over.

Motion was made by Councilmember Ernesto Servan to approve moving forward on negotiating property exchange; motion was seconded by Councilmember Aurelia Ridley. All voted in favor. Motion carried 4-0.

- B.** Discussion and possible action on leveling off the Old Nolanville Road bridge as proposed by Bell County for \$2,600.

Bob Pena, Director of Public Works explained the bridge would be cut approximately 10 feet from each side and leveled using approximately 40 tons of asphalt.

More than one council member expressed their concern with the bridge being secure and was it strong enough to hold this amount of asphalt and still be safe. Mr. Pena responded and assured the City Council that inspections are performed annually and the bridge is structurally sound.

Motion was made by Mayor Pro-tem Dave Brackmann to approve the leveling off of Old Nolanville Bridge for \$2600; motion was seconded by Councilmember Ernesto Servan. All voted in favor. Motion carried 4-0.

- C.** Discussion and possible action to accept letter of resignation for Marlene Fey, Councilmember Seat #2.

Motion was made by Councilmember Ernesto Servan to accept the letter of resignation of Marlene Fey; motion was seconded by Councilmember Aurelia Ridley. All voted in favor. Motion carried 4-0.

- D.** Discussion and possible action to accept resignation of Economic Board Corporation's Board Member, Nada Brackman.

Motion was made by Councilmember Aurelia Ridley to accept the letter of resignation of Nada Brackmann of the Economic Development Corporation; motion was seconded by Councilmember Dave Escobar. All voted. Motion carried 3-0 with 1 abstaining.

- E.** Discussion and possible action to interview applicant(s) to fill the vacancy for Councilmember Seat #2 (Unexpired term) until the next uniform election in November 2015.

*Meeting adjourned into Executive Session at 6:48 pm.
(Executive Session commenced for both Items 8E and 8F).
Meeting resumed at 7:47 pm.*

Motion was made by Mayor Pro-tem Dave Brackmann to appoint Lawrence “Butch” Reis as council member for seat #2; motion was seconded by Councilmember Ernesto Servan. All voted in favor. Motion carried 4-0.

Mayor Biggs administered the Oath of Office to Councilmember Lawrence Butch Reis and he took his seat on the daises.

- F. Discussion and possible action to interview applicant(s) to fill vacancy for Economic Development Corporation.

*Meeting adjourned into Executive Session at 6:48 pm.
(Executive Session commenced for both Items 8E and 8F).*

Meeting resumed at 7:47 pm.

Motion was made by Mayor Pro-tem Dave Brackmann to appoint James Bilberry to fill vacancy for Economic Development Corporation; motion was seconded by Councilmember Aurelia Ridley. All voted in favor. Motion carried 5-0.

- G. Discussion and possible action to approve the purchase of new police vehicle
(Tabled item).

Chief Gary Kent explained to the City Council that after much thought and meeting with Crystal Briggs, Assistant City Manager, he feels it would be best to not obtain a new vehicle during this fiscal year.

Motion was made by Councilmember Ernesto Servan to take no action on this matter; motion was seconded by Mayor Pro-tem Dave Brackmann. All voted in favor. Motion carried 5-0.

- H. Discussion and possible action to approve additional part-time police department administrative assistant

Chief Gary Kent spoke to the City Council to better explain his request. He stated the need for a full-time person for administrative assistant. He explained the challenges to find a full-time administrative assistant at this time so that his request would be to find another part-time person for afternoons.

Crystal Briggs expressed to Council her agreement with Chief Kent’s request. She believes there is a strong need for the administrative person to be present full-time. She continued by saying often calls are received and customers are referred to the police department but there is no one available for assistance and city hall staff just

takes a message. She stated this would improve the customer services plus it will assist Chief with the organization and continuity of his department.

Councilmember Ernesto Servan expressed concern with continuity with having one person in the morning and one in the afternoon. Chief advised him that duties and responsibilities will be specifically defined.


Mrs. Briggs advised council that the request would be to approve both an additional part-time administrative assistant or one (1) full-time administrative assistant. This would allow for full-time person as the main goal. Currently, the position is part-time in the morning. If the Police Department is unable to find one full-timer, then they can resort to two part-timers. Mrs. Briggs referred to the handout to reference the salaries and the differences.

Motion was made by Mayor Pro-tem Dave Brackmann to approve an additional part-time person or one (1) full-time person as police administrative assistant not to exceed salary of \$27,847.80; motion was seconded by Councilmember David Escobar. All voted in favor. Motion carried 5-0.

9. ADJOURNMENT:

Motion was made by Councilmember Aurelia Ridley to adjourn the meeting at 8:02 p.m.; motion was seconded by Mayor Pro-tem Dave Brackmann. All voted in favor. Motion carried 5-0.

Date Minutes approved by Council: February 5, 2015


Dennis Biggs
Mayor



Attest:


Crystal Briggs
City Secretary