

July 25, 2022	MINUTES OF THE REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF OLNEY, TEXAS	6:00 P.M.
<p>The City Council of the City of Olney, Texas met Monday, July 25, 2022 at 6:00 P.M. Those present were: Mayor Rue Rogers, Mayor Pro-Tem Tom Parker, Councilmembers Brad Simmons, Tommy Kimbro, Harrison Wellman and Chuck Stennett. Staff Present: Interim City Administrator Arpegea Pagsuberon, Chief Dan Birbeck, Officer Dustin Hudson, City Secretary Tammy Hourigan, Public Works Director K.C. Blassingame, Water Superintendent Michael Jacoba, City Attorney Bill Myers and Attorney Dan Branum. All agenda items were subject to action. Meeting was broadcast and recorded online using GoToMeeting.com in accordance with Open Meetings Laws guidance during COVID-19 Pandemic Disaster.</p>		
Mayor Rogers called the meeting to order at 6:04 P.M.	CALL TO ORDER	
Bill Myers gave the invocation.	INVOCATION	
There were no citizens present during the Citizen Comment Period.	CITIZEN COMMENT PERIOD	
Mayor Rogers entertained a Motion to approve the Minutes from the July 15, 2022 Special Called Council Meeting. Councilmember Wellman made said Motion. Mayor Pro-Tem Parker seconded. Council voted unanimously to approve the Motion.	CONSIDER APPROVAL OF MINUTES FROM PREVIOUS MEETING(S)	
<p>Councilmember Wellman stated that he had personally visited the area to access the needs. The mesquite trees in the infield are approximately dime sized. He stated that he feels the proposed amount of \$2,500.00 to clear the area is “steep” and that it needs to be re-evaluated to determine if the City of Olney can possibly clear the mesquites. Mayor Pro-Tem Parker stated that he didn’t think the \$100/hour was excessive, but that he wasn’t sure it should take 25 hours to accomplish the removal of the mesquites. Mayor Rogers stated that the contract outlines which entities are responsible for the upkeep of certain areas of the Airport. It was determined that the contract(s) would be examined in order to determine who, in fact, was responsible for the airport infield maintenance and the findings would be reported back to the Council at the next meeting.</p>	DISCUSS AND CONSIDER AIRPORT INFIELD MAINTENANCE	
<p>Officer Hudson stated that this was the same Ordinance that was tabled in previous months with the hopes of having the Fire Code Ordinance finished and adopted at the same time. The Fire Code Ordinance is still being prepared and Officer Hudson feels that there is a need to proceed with the Food & Food Establishments</p>	DISCUSS AND CONSIDER FIRST READING ON ORDINANCE O16-22 FOOD & FOOD ESTABLISHMENTS	

<p>Ordinance. This Ordinance will allow for an individual (most likely Officer Logan) to take the online classes and become certified in order to perform inspections. Mayor Pro-Tem inquired as to the liability that would be placed upon the City of Olney should the inspections involve particular entities, such as the School or Hospital? It was determined that Attorney Branum would review the Ordinance and the possible liabilities before a decision was made. The Agenda Item was tabled until a later date.</p>	
<p>Interim City Administrator Arpegea Pagsuberon stated that since the City of Olney follows the Federal and State procurement policies pertaining to the City of Olney Grant process. The adoption of this Ordinance would make the policies official. The document language was supplied by the grant writers. Mayor Pro-Tem stated that the language needed to be changed from “establish” policies to “adopt” policies. Mayor Rogers entertained a Motion to approve adopting Ordinance O20-22 with the above stated revisions. Councilmember Kimbro made said Motion. Mayor Pro-Tem Parker seconded. Council voted unanimously to approve the Motion.</p>	<p>DISCUSS AND CONSIDER ON ORDINANCE O20-22 FEDERAL PROCUREMENT POLICIES AND PROCEDURES</p>
<p>Interim City Administrator Arpegea Pagsuberon presented Council with cost information on the costs associated with the City of Olney acquiring new utility/financial software. The initial cost of implementing new software, if approved will be covered by the ARPA Grant. There were three different software companies that were contacted and information was submitted. Those companies were EnCode, FundView and C.U.S.I. C.U.S.I. only offers Utility Billing and partners with other companies to offer Accounts Payable, General Ledger and other modules that are used on a day- to- day basis, so this company was not looked upon as favorable. EnCode offers all the bells and whistles. It is the top of the line for utility software, but comes at a very large price. The quote was \$151,390.00 for the initial set-up/year fee and then \$127,183.00 annually. The third company and the one that was looked upon as very favorable was FundView. Fundview offers all the modules needed for the day- to- day operations, will allow Municipal Court to be processed with the same software and if it's approved, the software will be able to incorporate Code Enforcement and Permits as well. The cost to configure and transfer the current data will be \$26,000.00 and a fee of \$41,800.00. The annual fee for the software will run approximately the same. This amount does not take into consideration that all amounts being charged currently for Municipal Court and it's processing will not exist, therefore that annual amount can be deducted. Mayor Pro-Tem Parker stated that he realized it was a large amount of money, but he felt that there were many benefits as long as the system was as presented. Mayor Rogers reiterated that there continued to be problems with the current software and that those problems were not getting any better. Mayor Rogers asked that Ms. Pagsuberon and Ms. Hourigan visit other cities in</p>	<p>DISCUSS AND CONSIDER UTILITY/FINANCIAL SOFTWARE QUOTES</p>

<p>the area that are currently using FundView, watch the modules in action (other than what was shown in the presentation) and ask questions and feedback from those others currently using the software. After gathering the information, report back to Council in order for them to make a determination. No action was taken.</p>	
<p>Mayor Pro-Tem Parker asked if Attorney Branum had read the contract? Attorney Branum stated that he saw nothing in the contract that was alarming. He stated that the contract was much less complicated than other contracts that the City of Olney was currently dealing with and that it was straightforward. Mayor Pro-Tem Parker stated that he did not want Grantworks to be paid if they were not doing the work. Interim City Administrator Arpegea Pagsuberon stated that they were doing their part. Mayor Rogers entertained a Motion authorizing Interim City Administrator Arpegea Pagsuberon to enter into an administrative contract with GrantWorks for the ARPA Grant. Mayor Pro-Tem Parker made said Motion. Councilmember Simmons seconded. Council voted unanimously to approve the Motion.</p>	<p>DISCUSS AND CONSIDER AUTHORIZING INTERIM CITY ADMINISTRATOR, APREPEA PAGSUBERON TO ENTER INTO ADMINISTRATIVE CONTRACT WITH GRANTWORKS FOR ARPA GRANT</p>
<p>Attorney Branum has reviewed the contract. There are no major issues, just some errors in the language that needed to be revised. Interim City Administrator Arpegea Pagsuberon stated that the corrections were made from previous discussions. The contract is a standard industry contract, written not favoring any side. Mayor Rogers entertained a Motion authorizing Interim City Administrator Arpegea Pagsuberon to enter into an engineering agreement with Corlett, Probst & Boyd, PLLC for the Water Treatment Plant Improvement Project. Concilmember Stennett made said Motion. Councilmember Kimbro seconded. Council voted unanimously to approve the Motion.</p>	<p>DISCUSS AND CONSIDER AUTHORIZING INTERIM CITY ADMINISTRATOR, ARPEGEA PAGSUBERON TO ENTER INTO ENGINEERING AGREEMENT WITH CORLETT, PROBST & BOYD, PLLC FOR WATER TREATMENT PLANT IMPROVEMENT PROJECT</p>
<p>Mayor Rogers stated that Council had approved entering into Phase II Water Contingency Conservation Plan during the last scheduled Council Meeting. Council was trying to be proactive due to the continuing drought conditions and lack of rain. Since that meeting there had been questions as to whether he City of Olney should align their Contingency Plan with Wichita Falls and what is actually the most beneficial way for the City of Olney to proceed? Councilmember Wellman stated that his worry was that revenue would be affected. He also wanted to ensure that we were pumping the maximum amount needed from Lake Kickapoo to enable the City of Olney to continue to pump water if Wichita Falls enacted restrictions on what the City of Olney could pump from Lake Kickapoo. Mayor Rogers asked K.C. Blassingame and Michael Jacoba to gather the data and report back to Council as to the costs associated with not only purchasing the water from Lake Kickapoo but the costs associated with treating the water as well vs. the costs associated with treating the water from Lake</p>	<p>DISCUSS WATER CONSERVATION PLAN FOR THE CITY OF OLNEY</p>

Cooper. The information will be assembled and presented to Council at the next meeting. There was no action to be taken.	
The City Council entered into Executive Session at 7:09 P.M. The City Council came out of Executive Session at 7:30 P.M.	EXECUTIVE SESSION: DISCUSS REAL PROPERTY AT MUNICIPAL AIRPORT PURSUANT TO SECTION 551.072 OF THE TEXAS GOVERNMENT CODE
Mayor Rogers entertained a Motion to approve the contract between Air Tractor and the City of Olney with the change of collecting the lease payments in a lump sum payment at the beginning of the lease instead of monthly throughout the lease. All other language was to remain the same. Mayor Pro-Tem Parker made said Motion. Councilmember Kimbro seconded. Council voted unanimously to approve the Motion.	DISCUSS AND CONSIDER ANY ACTION(S) AS A RESULT OF THE EXECUTIVE SESSION
The City Council entered into Executive Session at 7:31 P.M. The City Council came out of Executive Session at 7:46 P.M.	EXECUTIVE SESSION: DISCUSS THE DUTIES OF WATER SUPERINTENDENT MICHAEL JACOBA PURSUANT TO SECTION 55.074(a) OF THE TEXAS GOVERNMENT CODE
No action was taken	DISCUSS AND CONSIDER ANY ACTION(S) AS A RESULT OF THE EXECUTIVE SESSION
Councilmember Wellman stated that he felt the next two meetings should be held at the Civic Center in order to accommodate a larger crowd since there would be Budget Workshops. This would enable the citizens of Olney to be a part of that process. It was determined that the next two meetings, August 8, 2022 and August 22, 2022 would be held at the Civic Center. Mayor Rogers entertained a Motion to hold the next two scheduled meetings at the Civic Center. Councilmember Wellman made said Motion. Mayor Pro-Tem Parker seconded. Council voted unanimously to approve the Motion.	DISCUSS AND CONSIDER THE LOCATION FOR THE AUGUST 8, 2022 AND THE AUGUST 22, 2022 CITY COUNCIL MEETINGS
Councilmember Stennett asked who was responsible for the Creek at Salt Creek? Mr. Blassingame stated that it was Texas Department of Transportation. Councilmember Stennett noted that it was currently dry and needed to be cleaned. Mayor Pro-Tem Parker praised the hard work of the Water Department and their ability to take timely care of the leaks that had been occurring during the past few days. He mentioned how hard they were working in the hot conditions and wanted them to know how much it was appreciated. Chief Birbeck reported that he had met	DISCUSS OTHER COUNCIL MATTERS-ITEMS OF CONCERN TO MEMBERS OF THE CITY COUNCIL

<p>with the School Board and that they would be in discussions determining what was needed in the way of training based on the recent active shooter events. K.C. Blassingame reported that the uncontrolled intersection signs are in the process of being installed.</p>	
<p>There being no further business to come before the Council, the Council adjourned at 7:56 P.M.</p> <p>ATTEST:</p> <p>_____</p> <p>Tammy Hourigan, City Secretary</p>	<p>ADJOURNMENT</p>