

**CITY OF OVILLA MINUTES**  
***Wednesday, 27 May 2009***  
***Special City Council Meeting***

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Mayor Turner called a Special Council Meeting of the Ovilla City Council at an alternate location being at the First Baptist Church Ovilla, 803 Main Street, Ovilla, TX, to order at 7:00 P.M. with the following City Council Members present:

William A. "Bill" Turner	Mayor
Tom Leverentz	Council Member, Place 1
Richard Dormier	Council Member, Place 2
Bill Vansyckle	Council Member, Place 3
James Wade	Council Member, Place 5

Absent: Ralph Hall, Mayor Pro-Tem

City Administrator and various department-head staff members were also present.

Council Member Dormier gave the Invocation.  
Council Member Leverentz led the Pledge of Allegiance.

**CONSENT ITEMS:**

- Minutes of the Regular Council Meeting of March 23, 2009
- Minutes of the Regular Council Meeting of April 13, 2009
- Minutes of the Regular Council Meeting of April 27, 2009
- Minutes of the Special Meeting of May 12, 2009
- Financial Transactions for the month ending April 2009

Council Member Leverentz made a motion that Council approve the consent items as presented. Council Member Dormier seconded the motion.

***VOTE: The motion carried unanimously.***

**INDIVIDUAL CONSIDERATION:**

**ITEM 1. Discussion/Action** – Consider the approval of Resolution 09-006 Declaring the Results of the May 09, 2009 General Election and Canvass of May 12, 2009.

Council Member Dormier made a motion that Council approve Resolution 09-006, declaring the results of the May 09, 2009 General Election and the canvass of May 12, 2009. Council Member Leverentz seconded the motion.

***VOTE: The motion carried unanimously.***

**COMMENTS, PRESENTATIONS, REPORTS AND APPOINTMENTS:**

- Certificates/Statements of Elected Mayor and Council Positions and conduct Oaths of Office.

Presiding Municipal Judge Scott Kurth administered statements and oaths for the following newly elected members to Council:

Michael Dickey, Place 2  
Doug Hunt, Place 4  
William Vansyckle, Mayor

Mayor Vansyckle gave a presentation of appreciation and awarded former Mayor Bill Turner a plaque for his many years of dedicated service to Ovilla. Former Mayor Turner thanked everyone for the support, including his wife, Bonnie.

At 7:20 P.M., Mayor Vansyckle stated that the meeting would pause for a 5-10 minute break to allow the newly elected council members to take their seats as the former members rose to leave. The meeting reconvened at 7:31 P.M.

***Mayor Vansyckle assumed the order of the Council meeting and announced that all items listed on the agenda would be addressed however, not in the exact order as presented on the agenda.***

#### **INDIVIDUAL CONSIDERATION:**

**ITEM 2. Discussion/Action** – Consider the Appointment and Term of Municipal Judge.

The Office of the Municipal Court Judge is a two-year term, which expired at the expiration of the Mayor's term.

Council Member Leverentz made a motion that Council reappoint Scott Kurth to serve as Municipal Judge for a two-year term. Council Member Dickey seconded the motion.

***VOTE: The motion carried unanimously.***

After the motion, Mayor Vansyckle administered the Statement and Oath of Office to Scott Kurth as Ovilla Municipal Court Judge.

**ITEM 3. Discussion/Action** – Receive bid tabulations from PBK Engineering and consider the award for the purchase of a generator for the pump station.

The City solicited for bids and PBK Engineering accepted proposals until May 22, 2009. Mr. Justin Davis represented PBK and offered a presentation of the only two bids received. Council reviewed the tabulations that listed the low bid from Haney Election Service Company being \$82,000, and the proposal from Bill Black Electric of \$114,900.

Council Member Leverentz made a motion to award the bid for the purchase of a generator for the pump station to Haney Electric Company in the amount of \$82,000. Council Member Wade seconded the motion.

***VOTE: The motion carried unanimously.***

**ITEM 4. Discussion/Action** – Consider the appointment of Mayor Pro-Tem.

Pursuant to the Mayo 09, 2009 Ovilla General Election and in accordance with the Local Government Code, it is necessary to nominate and appoint a Mayor Pro-Tem to Council. Council Member Wade nominated Council Member Leverentz as Mayor Pro-Tem. There were no other nominations.

Council Member Wade made a motion that Council appoint Tom Leverentz to serve as Mayor Pro-Tem. Council Member Dickey seconded the motion.

**VOTE: The motion carried unanimously.**

**Mayor Vansyckle stated that Council would receive departmental reports next and return to Individual Consideration following the reports.**

#### **DEPARTMENTAL REPORTS:**

- **Department Activity Reports For the Month of April 2009**

- Police Department Chief Mike Moon
  - Chief Moon advised Council that the insurance check for Unit 112 replacement had finally been agreed upon. The city had received a check for \$10,119. Chief Moon advised that he would be planning to return to Council at the next meeting to discuss the replenishment of the police department's fleet.
- Fire Department Chief Donnie Pickard
  - Chief Pickard answered questions from Council regarding a structure fire in Meadow Glen.
- Finance Department City Accountant Sharon Jungman
  - Ms Jungman reviewed the financials with Council, informing them that the revenue was less than had been budgeted due to the economic situation. Anticipated permits were down.
- Administration City Administrator Randy Whiteman
  - Mr. Whiteman advised Council that staff would gladly make any changes to reporting procedures or formatting upon request. Although, Mr. Robinson was absent the Public Works Department reports were in the packets.
  - Mr. Whiteman updated Council on the Cockrell Hill Road repair, stating the striping was not quite complete.
  - Repairs to Pump Station – circuit board was down and had been replaced.
  - Terms are expiring next month on the Planning & Zoning Commission, the Board of Adjustment and the Economic Development Board. Those positions expiring would be brought to Council at the next meeting.

#### **INDIVIDUAL CONSIDERATION:**

**ITEM 5. Discussion/Action** – Consider and accept nominations for the appointment of City Council Place 3; to complete the remainder of the term vacated by the May 2009 General Election of Mayor Vansyckle.

Mayor Vansyckle stated he was open to accept nominations for Council for Place 3. Council Member Wade nominated Ms Jo Ann Graham for the appointment. There were no other nominations.

Council Member Wade made a motion that Council appoint Ms Jo Ann Graham to serve as City Council Member Place 3, filling the one-year vacancy until the next General Election. Council Member Hunt seconded the motion.

**VOTE: The motion carried unanimously.**

**ITEM 6. Discussion/Action** – Consider the appointment of Ms Jo Ann Graham for membership to fill the vacancy on the Ovilla 4B Economic Development Corporation Board.

During the April 13, 2009 Council Meeting, the Council chose to personally contact qualified and deserving applicants to fill the vacancy in lieu of soliciting applications. Former Mayor-Pro-Tem Hall, Council Members Leverentz and Vansyckle (at that time) each forwarded a nomination of appointment via email for Ms Graham to the EDC. Ms Graham submitted her resume and a completed city application form for Council's consideration.

Mayor Pro-Tem Leverentz made a motion that Council appoint Ms Jo Ann Graham to the Ovilla 4B Economic Development Corporation Board. Council Member Wade seconded the motion.

**VOTE: The motion carried unanimously.**

**ITEM 7. Discussion/Action** – Consider approval of the *Application for Payment* for professional services to PBK Engineering in the amount of \$6,000.

At the February 09, 2009 Council Meeting, Council approved a proposal from PBK Engineering to assist in engineering services for a generator back-up service at the Ovilla Pump Station. Council approved the specification compiled by PBK and authorized the City Administrator to publish notices, proceeding with the bid process. PBK invoiced the city for 60% of the agreed fee for the construction documents. Pursuant to the Ovilla Code of Ordinances, the City Administrator may approve expenditures to \$4,999.

Council Member Hunt made a motion that Council approve payment to PBK Engineering in the amount of \$6,000 as invoiced. Council Member Dickey seconded the motion.

**VOTE: The motion carried unanimously.**

**ITEM 8. Discussion/Action** – Consider approval of an Ordinance accepting and approving the mid-year update of the Ovilla Annual City Budget.

Ordinance 448 of the Ovilla Code of Ordinances states that staff should prepare and present a mid-year budget with noted recommended amendments to the fiscal year budget for Council consideration. City Administrator and Ms Jungman explained how to read each column of the budget revision and reminded Council of the low revenue due to the economy. Ms Jungman reviewed the highlighted changes with Council.

Council Member Wade made a motion that Council approve the FY2008-09 mid-year amended budget with the noted highlights as presented. Mayor Pro-Tem Leverentz seconded the motion.

**VOTE: The motion carried unanimously.**

**ITEM 9. Discussion/Action** – Consider approval of Resolution 09-007 to Amend Authorized Representatives with TexPool and Name the Authorized Representative that will be the Primary Contact.

With the election of new members to Council and the recent employment of a new city accountant, it was necessary to amend the authorized representatives to the TexPool account.

Mayor Pro-Tem Leverentz made a motion that Council approve Resolution 09-007 amending authorized representative to TexPool as listed:

**Replace / Remove:** Former Mayor Turner  
**With / Adding:** Mayor Vansyckle

**Replace / Remove:** Accountant Miykael Reeve  
**With / Adding:** Accountant Sharon Jungman

**Remove:** Former Mayor Pro-Tem Ralph Hall

Council Member Wade seconded the motion.

**VOTE: The motion carried unanimously.**

**ITEM 10. Discussion/Action** – Consider approval of Resolution 09-008 to Amend Authorized Representatives with TexStar and Name the Authorized Representative that will be the Primary Contact.

City Administrator explained that TexStar worked in the same manner as TexPool. The amended representatives were necessary.

Mayor Pro-Tem Leverentz made a motion that Council approve Resolution 09-008 amending authorized representative to TexStar as listed:

**Replace / Remove:** Former Mayor Turner  
**With / Adding:** Mayor Vansyckle

**Replace / Remove:** Accountant Miykael Reeve  
**With / Adding:** Accountant Sharon Jungman

**Remove:** Former Mayor Pro-Tem Ralph Hall

Council Member Hunt seconded the motion.

**VOTE: The motion carried unanimously.**

### **Council's Request for Consideration of Future Agenda Items**

Mayor Pro-Tem Leverentz asked that staff return to the next scheduled meeting with a cost analysis for building renovations to city hall, the police department and the old fire station.

Council Member Wade requested to further discuss the needs and possibilities for proactive volunteer services from residents, city employees and/or Council to the city.

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### **Adjournment**

Council Member Wade made a motion to adjourn the meeting of May 27, 2009 at 8:08 P.M.  
Council Member Hunt seconded the motion.

**VOTE: The motion carried unanimously.**

ATTEST:

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William Vansyckle, Mayor

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Pamela Higgins, City Secretary  
William Vansyckle, Mayor  
Tom Leverentz, Mayor Pro-Tem (PL1)  
Michael Dickey, Place Two

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Doug Hunt, Mayor Pro-Tem  
Vacant, Place Three  
James Wade, Place Five