

Minutes of the Regular
Scheduled Meeting
Troup City Council
May 14, 2013

A Regular Scheduled Meeting of the Troup City Council was held Tuesday May 14, 2013 at 6:30 p.m. in the Cameron-J. Jarvis Troup Municipal Library. Councilpersons present were: Mayor John Whitsell, Joe Carlyle, Chip Richardson, and Mayor Pro Tem Carole Wilson. Also present were City Administrator Gene Cottle and City Secretary Buffie Deason.

Guests attending were Gary Salyer, John Phillips, Ted Salyer, and Rita Salyer.

Mayor John Whitsell called the meeting to order at 6:38 p.m. noting all Council Persons were present with the exception of Councilperson Jeff Hale and Councilperson Tim Young.

Mayor Whitsell – Led the Pledge of Allegiance.

Mayor Whitsell – Item 3 Consider approval of minutes from the Regular Scheduled Meeting of April 9, 2013. Councilperson Joe Carlyle made the motion to approve the minutes of the Regular Scheduled Meeting of April 9, 2013. Councilperson Carole Wilson seconded the motion and the motion carried unanimously.

Mayor Whitsell – Item 4 Mayor Whitsell administered Oath of Office to unopposed Councilpersons Place III Gary Salyer and Place IV Chip Richardson.

Gary Salyer took his seat in Place III.

Mayor Whitsell - Item 5 Citizen comments concerning non-agenda items. No comments made.

Mayor Whitsell – Item 6 Comments, questions or input from the City Administrator's written report. City Administrator Gene Cottle explained that we are at 58% of the budget year. Mr. Cottle explained that on next years budget our software program with allocate monthly percentages to show a more accurate monthly report. Mr. Cottle told the councilpersons about conducting the first meeting trying to improve the downtown area and that Mrs. Donna Dowdy was over this project. Mr. Cottle explained to council that Well #1 is being tested to try to find out why the water from this well is discolored. Mr. Cottle told council that he plans to have budget almost complete by the end of June. He also told that the street department has started spraying herbicide and that he and John Phillips have contacted a neighboring town about maybe purchasing a used de-watering tanks to help with sewer sludge. Mr. Cottle also explained the City can now accept PayPal. Mr. Cottle announced that Troup's K-9 Luke placed 33rd in a National Narcotic Conference.

Mayor Whitsell – Item 7 Review and consider the city financial report for the month of April 2013. City Administrator Gene Cottle presented a balance sheet and income/expense report along with a cash comparison showing an increase of funds compared to previous years. Mr. Cottle also explained the budget percentages to the Council. Mr. Cottle explained that technology line was over budget due to having to replace city administrator's office computer and also purchasing Incode support. Councilperson Chip Richardson made the motion to approve the financial report for April 2013. Councilperson Carole Wilson seconded the motion and the motion carried unanimously.

Mayor Whitsell – Item 8 Discuss and consider awarding bid for proposed telescoping valves for the wastewater treatment plant to Capps-Capco Construction. Steve Tramble explained the bids to the Council and recommended to award the bid to the lowest bidder. City Administrator Gene Cottle explained that this was the least expensive way to solve the treatment plants solid issues and water department will pay for this project. Councilperson Joe Carlyle made the motion to award the bid in the amount of \$21,229.00 for proposed telescoping valves for the wastewater treatment plant to Capps-Capco Construction. Councilperson Carole Wilson seconded the motion and the motion carried unanimously.

Mayor Whitsell – Item 9 Discuss and consider adopting Ordinance No. 20130514-01, An Ordinance amending Ordinance No. 89-2 "AN ORDINANCE CREATING THE LIBRARY DEPARTMENT IN THE CITY OF TROUP, TEXAS. PROVIDING FOR THE APPOINTMENT, TENURE, AND DUTIES OF ITS MEMBERS AND PROVIDING A SAVINGS CLAUSE." To replace and update any and all previous Ordinances relating to the Troup Community Library and/or The Cameron-J. Jarvis Troup Municipal Library. City administrator Gene Cottle explained that this would make the by-laws of library and the city ordinance match. Councilperson Carole Wilson advised other council members that the library board was in agreement with this ordinance. Councilperson Joe Carlyle made the motion to adopt Ordinance No. 20130514-01, An Ordinance amending Ordinance No. 89-2 "AN ORDINANCE CREATING THE LIBRARY DEPARTMENT IN THE CITY OF TROUP, TEXAS. PROVIDING FOR THE APPOINTMENT, TENURE, AND DUTIES OF ITS MEMBERS AND PROVIDING A SAVINGS CLAUSE." To replace and update any and all previous Ordinances relating to the Troup

Community Library and/or The Cameron-J. Jarvis Troup Municipal Library. Councilperson Chip Richardson seconded the motion and motion carried unanimously.

Mayor Whitsell – Item 10 Discuss and consider adopting Ordinance No. 20130514-02 An Ordinance of the City of Troup, Texas, restricting the time garbage collection containers may remain at the curb after trash has been collected by the contract garbage service for the City of Troup, Texas. Councilperson Chip Richardson asked when this ordinance would go into effect. City administrator Gene Cottle advised that it would be after sixty days if approved. Councilperson Chip Richardson made the motion to adopt Ordinance No. 20130514-02 An Ordinance of the City of Troup, Texas, restricting the time garbage collection containers may remain at the curb after trash has been collected by the contract garbage service for the City of Troup, Texas to go into effect August 1, 2013. Councilperson Joe Carlyle seconded the motion. Councilperson Gary Salyer ask to discuss this ordinance and fee associated with this ordinance. Councilperson Carole Wilson stated that this ordinance would cause a problem for the elderly and disabled. Buffie Deason advised that Allied would offer door service to disabled customer, the customer would just have to call Allied. City Administer Gene Cottle said this ordinance would help improve the look of our city. Councilperson Joe Carlyle said that he would like customers with disabilities to be made aware of the door service that Allied will offer. Motion carried by a 3-1 vote.

Mayor Whitsell – Item 11 Discuss and consider adopting Resolution No. 20130514-R01 A resolution on brush and limb collection policy. Councilperson Chip Richardson made the motion to adopt Resolution No. 20130514-R01 A resolution on brush and limb collection policy. Councilperson Gary Salyer seconded the motion and the motion carried unanimously.

Mayor Whitsell – Item 12 Discuss and consider adopting Resolution No. 20130514-R02 A resolution on request for credit due to concealed leaks policy. Councilperson Chip Richardson made the motion to adopt Resolution No. 20130514-R02 A resolution on request for credit due to concealed leaks policy. Councilperson Joe Carlyle seconded the motion and the motion carried unanimously.

Mayor Whitsell – Item 13 Discuss and consider drafting an ordinance requiring citizens to purchase a building permit for building a front yard fence. Mayor Whitsell explained this ordinance would prevent people from building fences that are not within the fence guideline set by the city. City Administrator Gene Cottle advised that the city will only charge five dollars for the permit and the main reason for the permit is so that the home owner can see the fence rules. The council agreed to proceed with an ordinance draft.

Mayor Whitsell – Item 14 Discuss and consider making the City Administrator's Office located inside City Hall at 106 E. Duval, Troup, Texas the Emergency Operations Center (EOC) for the City of Troup. Councilperson Joe Carlyle made the motion to make the City Administrator's Office located inside City Hall at 106 E. Duval, Troup, Texas the Emergency Operations Center (EOC) for the City of Troup. Councilperson Carole Wilson seconded the motion and motion carried unanimously.

Mayor Whitsell – Item 15 Presentation from Perdue Brandon Fielder Collins & Mott, LLP regarding serving as collection agency for the City of Troup Municipal Court. Mr. David Hudson presented to the council that his law firm is located locally and does collections for many other towns. Mr. Hudson explained that his company charges a 30% fee that will be paid by the person in collection, not by the city. Mr. Hudson said his law firm would be available for the city to start August 1, 2013. Councilperson Gary Salyer ask the amount of money that is outstanding though the court. City Administrator Gene Cottle stated that is about \$280,000.00 dating from 2005 to present.

Mayor Whitsell – Item 16 Discuss and consider giving a thirty day notice to the current collection agency, Pioneer Credit Recovery, Inc. cancelling collection services for the Troup Municipal Court's outstanding citations. Councilperson Joe Carlyle made the motion to give a thirty day notice to the current collection agency, Pioneer Credit Recovery, Inc. cancelling collection services for the Troup Municipal Court's outstanding citations. Councilperson Chip Richardson seconded the motion and the motion carried unanimously.

Mayor Whitsell – Item 17 Discuss and consider authorizing a contract with Perdue Brandon Fielder Collins & Mott, LLP to serve as collections agent for the Troup Municipal Court's outstanding citations. Councilperson Gary Salyer made the motion to authorize a contract with Perdue Brandon Fielder Collins & Mott, LLP to serve as collections agent for the Troup Municipal Court's outstanding citations to begin August 1, 2013. Councilperson Chip Richardson seconded the motion and the motion carried unanimously.

Mayor Whitsell – Item 18 Discuss and consider authorizing the City Administrator to seek qualifications from civil engineering firms for presentation to the council for official selection of an engineering firm. Councilperson Joe Carlyle made the motion to authorize the City Administrator to seek qualifications from civil engineering firms for presentation to the council for official selection of an engineering firm. Councilperson Chip Richardson seconded the motion and the motion carried unanimously.

Mayor Whitsell – Item 19 Discuss and consider authorizing the purchase of Tyler Technologies Central Cash Collection and Incode Printing and Reporting Solutions at a total package acquisition cost of \$5215.00, representing \$3080.00 for software, \$1135.00 for hardware, and \$1000.00 for implementation services. City Administrator Gene Cottle advised Council that this would cut down the time on the balancing process and monthly reconciliation. He also stated that it would cut down on the manual entries that are made at this time. Councilperson Joe Carlyle asks Mr. Cottle if the funds were available to purchase. Mr. Cottle advised that the city had budgeted for an election and the city did not have to have an election. Councilperson Chip Richardson made the motion to authorize the purchase of Tyler Technologies Central Cash Collection and Incode Printing and Reporting Solutions. Councilperson Carole Wilson seconded the motion and the motion carried unanimously.

Mayor Whitsell- Item 20 Consider authorizing the Mayor to adopt a Proclamation declaring May as Motorcycle Awareness month in the City of Troup. Mayor Whitsell read the Proclamation to council. Councilperson Joe Carlyle made the motion to authorize the Mayor to adopt a Proclamation declaring May as Motorcycle Awareness month in the City of Troup. Councilperson Carole Wilson seconded the motion and the motion carried unanimously.

Mayor Whitsell – Item 21 Comments and input from Council, Mayor, or City Administrator concerning items of interest or items for a future agenda.

Mayor Whitsell – Item 22 meeting adjourned at 7:52 p.m.

Respectfully submitted,



Buffie Deason/City Secretary