



**FARMERSVILLE CITY COUNCIL
REGULAR SESSION MINUTES
for
August 9, 2016, 6:00 P.M.**

I. PRELIMINARY MATTERS

- Mayor Piwko called the meeting to order at 6:00 p.m. Council members Klostermann, Mason, Hesse, Hurst, and Caspari were all present. Clint Brown from Farmersville Church of Christ offered the Invocation. Mayor Piwko led the pledges to the flags of the United States and Texas.
- Announcements
 - Mayor Piwko presented a Proclamation for National Health Center Week to two representatives from the Community Health Service Agency.

II. PUBLIC COMMENT

1. Robert Medigovich from Community Waste Disposal presented an award to the City for its excellence in recycling.
2. Fire Chief, Kim, Morris, introduced Kevin Lisman, a newly hired fire fighter. Chief Morris also added that Barry Pollard was named as Assistant Chief and Chris Calverley was promoted to Captain.

III. CONSENT AGENDA

- A. City Manager's Report
 - B. City Council Minutes
 - C. Police Department Report
 - D. Code Enforcement/Animal Control Report
 - E. Fire Department Report
 - F. Municipal Court Report
 - G. Warrant Officer Report
 - H. Public Works Report
 - I. Library Report
 - J. Main Street Report
- Mayor Piwko pulled Items A, B, G, H, I and J

- Motion to approve Items C, D, E, and F was made by Leaca Caspari
 - 2nd to approve was made by John Klostermann
 - All council members were in favor thereby approving the motion
- Item A, City Manager's Report: Mayor Piwko asked for an explanation of the City permitting cycle. City Manager, Ben White, responded that he just implemented this metric to provide a total cycle time. He said the objective is to drive cycle times down. Mayor Piwko stated that going from 21 to 4 days is commendable.
 - John Klostermann asked Ben White to clarify the area denoted as "Planning" in his report. Ben White said that Halff and Associates has been developing ideas for parks planning at the J.W. Spain Complex which is funded by 4A. However, he has requested that DBI go after RFP's for specifications so that the City may have a planning engineer who works in a similar capacity to that of DBI, as the main planning firm for the City. Mayor Piwko added that the procured firm will be the group to write the zoning rewrite.
 - Mayor Piwko asked Ben White to provide some more information on the i365 contract. Ben White explained that 4A has agreed to fund installation of a fiber optic ring around the City. This will allow interoffice transfers between City departments to be done quickly. Mr. White added that the fiber optic ring will give the City the capability to offer fiber optic services to businesses as well. Mr. White said that i365 has offered a light system with cameras at no cost initially. This is a prototype system that the City is not going to buy right now, however, adding the fiber optic really brings the City forward from a technology standpoint. Mayor Piwko asked if the cameras will be in the downtown area. Mr. White said, for now, that is correct. Mr. Klostermann asked if this will allow the service trucks to be digitized. Ben White said they can be and some trucks already are. Mayor Piwko asked if there will be cameras on the Chaparral Trail. Mr. White replied that initially the trail will not have cameras, but that is a goal. He added that having the fiber optic will assist with card reading at J.W. Spain. Mayor Piwko asked if Wifi will be available downtown. Mr. White responded that Wifi is a possibility, but that the City has to be careful in allowing that because then the Wifi becomes a public service. He also added that i365 is considering a possible center in Farmersville to serve as a backbone location so that they can extend service to other cities. Mayor Piwko asked if future neighborhoods will be prewired. Ben White replied that this is a possibility, and the topic will be addressed in the Electrical Specifications that are forthcoming. Mayor Piwko suggested that John Klostermann notify P&Z of this in case they feel it should be included in the zoning rewrite. Ben White stated that discussions were in their infancy and that construction will begin around October 1st.
 - Motion to approve was made by John Klostermann
 - 2nd to approve was made by Donny Mason
 - All council members were in favor thereby approving the motion

- Item B, City Council Minutes: Mike Hurst pointed out that his name was omitted from being in attendance during the July 26, 2016 meeting.
 - Motion to approve was made by Donny Mason
 - 2nd to approve was made by Michael Hesse
 - All council members were in favor thereby approving the motion
- Item G, Warrant Officer Report: Mayor Piwko commented that it appears that the City is issuing more citations and the amount of warrants is building up. Warrant Officer, Rick Ranspot, stated that the amount has actually declined. He continued that issuance is an ebb and flow cycle. He said the police department is writing good citations with people not appearing for their court dates.
 - Motion to approve was made by John Klostermann
 - 2nd to approve was made by Donny Mason
 - All council members were in favor thereby approving the motion
- Item H, Public Works: John Klostermann asked if the Chaparral Trail was washed out in the rain. Ben White replied that much of it was and that it should be handled shortly to improve the ditch lines. Mayor Piwko asked if gravel will be added. Mr. White said that eventually new gravel will be added, but due to budget restraints, the City has to wait until October to purchase the gravel.
 - John Klostermann asked for a status update on Hamilton Street. Ben White responded that Jackson Street will be brought up as an agenda item this evening. He continued that once Jackson Street is completed, work will begin on Hamilton. John Klostermann asked if the engineering was done for Hamilton yet. Ben White stated that the specifications still need to be decided, but it will be concrete.
 - Donny Mason asked for a status update on the storm drain in the Lincoln Heights subdivision. Mr. White responded that the work is complete except for the grass because he is waiting for the heat to recede.
 - Michael Hesse asked what "ACSR" refers to on the electrical report. Ben White said this is in reference to wiring and stands for "aluminum conductor steel reinforced"
 - Leaca Caspari asked Ben White to verbalize a definitive timeline for the wastewater treatment system. Mr. White responded that he put a small schedule in his report to show the stages of the wastewater treatment plant progress. He continued that the loan approval will take place in October, and that it is a complicated process because of the environmental clearances that are required. The City will continue with lift station monitoring. The Interceptor line design and engineering should be complete by December of 2017. Mr. White stated that this is a fairly tight schedule to get this done. He informed Council that DBI is currently going after acquiring the required clearance letters and the necessary easements from property owners.
 - Leaca Caspari asked if silent railroad crossings are really on the Public Works' project list. Ben White said it is on the list, but the City must wait for TxDOT to complete all work, then the City will be able to request silent crossings.

- Mayor Piwko stated that the tree trimming schedule seems to be tied to the electrical system. She commented that there are pedestrian areas in need of attention and asked how the City is tracking what needs to be trimmed. Ben White responded that there is not a systematic way of doing this right now. Mayor Piwko asked Chief Sullivan if Code Enforcement will look from a pedestrian standpoint for tree trimming. Chief stated Code Enforcement can do that.
- Mayor Piwko commented that it appears that electrical work is being done on Jackson Street and asked if the City will have to tear up the street again. Ben White said that he is trying to do all the work surrounding the project in conjunction with each other. As the work is completed, the items will drop off his street project list.
 - Motion to approve was made by Donny Mason
 - 2nd to approve was made by John Klostermann
 - All council members were in favor thereby approving the motion
- Item I, Library Report: Mayor Piwko said that in the month of February, there was a high turnover of out-of-city residents. She asked Library Director, Trisha Dowell, if she thought this was a trend. Ms. Dowell responded that it does seem to be a trend. Mayor Piwko asked how new residents are notified about the library. Ms. Dowell responded that she actively maintains a Facebook page and website. Ben White added that the library is constantly in a fight to get funding, and that Trish regularly meets with the county to petition for library funding. Leaca Caspari said that Food for Fines is going on through August 31st. Ms. Caspari also commended Trish for the outstanding Summer Reading Program.
 - Motion to approve was made by Leaca Caspari
 - 2nd to approve was made by John Klostermann
 - All council members were in favor thereby approving the motion
- Item J, Main Street Report: Mayor Piwko asked how the monthly volunteer hours are calculated. Main Street Manager, Adah Leah Wolf, said that she keeps volunteer logs for each event. She added that the Eagle Scout project hours were included in her report.
 - Motion to approve was made by Leaca Caspari
 - 2nd to approve was made by John Klostermann
 - All council members were in favor thereby approving the motion

IV. INFORMATIONAL ITEMS

- A. FEDC (4A) Meeting Minutes
- B. FEDC (4A) Financial Report
- C. FCDC (4B) Meeting Minutes
- D. FCDC (4B) Financial Report
- E. Main Street Board Minutes
- F. Senior Citizens Advisory Council Minutes
- G. Library/Civic Center Board Minutes
- Leaca Caspari pulled Item A, 4A Meeting Minutes
 - Motion to approve Items B-G was made by John Klostermann
 - 2nd to approve was made by Donny Mason

- All council members were in favor thereby approving the motion
- Leaca Caspari read a portion of the 4A Minutes pertaining to “Discussion and Possible Action Regarding Zoning Ordinance” and questioned how the zoning ordinance re-write was delayed. Ben White explained that the process was delayed because the new Council was installed. He stated that 4A is very interested in funding the re-write, however at this point, the City does not have a planner in place to do this. Mr. White said that the statement in the minutes stating that “council is delaying” is erroneous and could have been worded better. Mr. Hurst, who serves as Council Liaison to 4A, added that 4A had several new members who needed to be brought up to date. Leaca Caspari requested that it be noted that Council did not delay this process and that it needs to become a priority. Mayor Piwko interjected that she had a conversation with Ben, in which she brought forth that Halff & Associates had an interest in the Islamic Cemetery and only two 4A members had interviewed Halff. Leaca Caspari added that if 4A is funding the re-write, they should be involved in selecting a firm.
 - Motion to approve was made by Leaca Caspari
 - 2nd to approve was made by Donny Mason
 - All council members were in favor thereby approving the motion

V. READING OF ORDINANCE

- A. Consider, discuss, and act upon the first reading of Ordinance # O-2016-0809-001 regarding speed zone study on Hwy 78
- Ben White informed Council that the 2nd reading format and wording may change but content will remain the same. Staff recommendation is to approve the ordinance.
 - Michael Hesse asked if the study was based on the density of the area. Ben White responded that the study used strips on the street to measure traffic. Michael Hesse stated that traffic and pedestrian use will continue to increase and believes that 50 mph is too high, especially when students are crossing after hours. Ben White stated that the City requested two traffic signals from TxDOT but only got one.
 - Mike Hurst recalled that push buttons were requested for the signals and asked if we will get that. Ben White confirmed that he has requested the push buttons, but has not heard if they will be placed at the crossing. Mr. Hurst asked what the cost of a speed limit sign typically is because he is concerned that signs need to be placed in certain areas. Mr. White stated that the signs are approximately \$150-\$200. City Attorney, Alan Lathrom, interrupted the conversation to inform Council that this discussion needs to be a future agenda item as the signage is not relevant to the ordinance.
 - Mayor Piwko reverted back to the speed limit discussion and asked Chief Sullivan if he agreed with the TxDOT recommendation of 50 mph. Chief Sullivan responded that 50mph sounds reasonable for Hwy 78, but it’s a different situation when a school zone is involved and said for peace of mind, he personally believes the speed limit should be 45 mph. Mayor Piwko said that according to the report, TxDOT only sampled 125 cars, which may have only been 15 minutes.

- City Attorney, Alan Lathrom, said when Council has disagreements with TxDOT, they accept the ordinance but also submit a resolution expressing Council's concern that the rate of speed is too high. There is no guarantee that TxDOT will respond.
- Michael Hesse asked when the study was conducted. Ben White responded that the study was done on July 7th. Mr. Hesse said it should be done when school is in session. Mayor Piwko suggested that there should be feedback from FISD. Mr. Hesse stated he would make contact with the school district. Ben White commented that Council needs to approve this ordinance because it is taking a step in the right direction which is an improvement. If disapproved, we are delaying any action.
 - Motion to approve was made by Michael Hesse
 - 2nd to approve was made by Leaca Caspari
 - All council members were in favor thereby approving the motion

VI. REGULAR AGENDA

- A. Consider, discuss, and act upon Resolution # R-2016-0809-001 to amend monetary amounts for a Police Department grant
 - Motion to approve was made by Donny Mason
 - 2nd to approve was made by Michael Hesse
 - All council members were in favor thereby approving the motion
- B. Consider, discuss, and act upon the staff policy at City Hall
 - Ben White addressed Council stating the Councilman Hesse brought this item to his attention. Mr. White continued that staff always keeps two people in the building at all times, but there are times when we are short staffed.
 - Leaca Caspari requested that in the future please qualify what an agenda item is about.
 - Michael Hesse said he was primarily concerned about having someone in the building that has the authority to make a security decision. Ben White said that Rick Ranspot, the Warrant Officer, is typically in the building. He added that security will be improved with the renovation of City Hall.
 - No motion, no action
- C. Consider, discuss, and act upon a request that council members utilize their city email accounts
 - Mayor Piwko said that she requested this item because she is concerned that by using private email accounts, council members run the risk of violating the Public Information Act or may inadvertently delete something of importance. She said she would hate to see someone get in trouble. Michael Hesse agreed stating that there should be one uniform system. Mayor Piwko asked City Secretary, Mary Tate to update the directory with city email addresses.
 - Leaca Caspari said that city business should not be conducted on email at all. Mayor Piwko asked if a policy needed to be created. Alan Lathrom said if a policy is wanted, it needs to take the form of a resolution. Mary Tate informed Council that going forward, they will receive all communication on their city email accounts.
 - No motion, no action

- D. Consider, discuss, and act upon communication between council and city boards and commissions
- Mayor Piwko said she requested this item because she wants all boards to be aware of what each board is discussing. Ben White stated that with regard to minutes, we will only post what has been approved so as not to propagate information.
 - Leaca Caspari said each board is independent and may not be involved with every board. Discussion ensued on this topic with many opinions. The final consensus was to take no action at this time.
 - No motion, no action
- E. Consider, discuss, and act upon entering into Interlocal Agreements with private property owners for mowing
- Ben White informed Council that he receives requests from private property owners asking that the City mow portions of their property. In these cases, there are ditch lines where Public Works employees mow. The owners expect the City to continue to mow their property along the ditch line. Mr. White stated that he recommends not doing this because of the legality and liabilities associated with this. He added that if the City decides not to mow, these properties will begin to show on the Code Enforcement report. Mike Hurst confirmed that the City will continue to mow the ditch but not private property. Mayor Piwko asked if letters would be sent to the property owners. Ben White replied that he would call each owner.
 - Motion to disapprove the requests from private property owners from mowing was made by John Klostermann
 - 2nd to approve was made by Donny Mason
 - All council members were in favor thereby approving the motion
- F. Consider, discuss, and act upon a reconstruction bid package for Jackson Street
- Eddy Daniel explained that the work is within budget with additional supplemental money from franchise fees. This is a bonded project that will complete the entire street and make it a consistent width. Reyes is the low bidder. Staff recommendation is to award Reyes the contract and approve the change order to take out the crack sealing. Mr. White would like to be a contract signor. He added that the money previously allotted for crack sealing will be used for widening and tree removal. Michael Hesse asked if there is access to the water tower from Jackson Street. Mr. White responded that there is access, but that it is a rock drive. At this time, the City does not have the funds to make that a concrete access drive. Leaca Caspari asked if the City is financially able to do this. Eddy Daniel replied that the project is within budget.
 - Motion to approve was made by Leaca Caspari
 - 2nd to approve was made by John Klostermann
 - All council members were in favor thereby approving the motion
- Meeting was dismissed for a break at 8:03 pm.
 - Reconvened at 8:10 pm.

VII. BUDGET WORKSHOP UPDATES

- Daphne Hamlin addressed Council stating that the General Fund is still in a deficit due to the tax rate. She explained that the rollback rate is less than the effective rate. If the City adopts the effective rate, the citizens can petition to go back to the rollback rate. She stated that Council has to decide which rate to go with, the rollback rate or effective rate. Ms. Hamlin added that Collin County is unaware of why this happened with the rates, as it is a rare occurrence.
- Michael Hesse believes the approach to take is to address that the effective rate is going down, but that the City is trying to get things done. Leaca Caspari stated that she agrees with Michael Hesse and added that if the City can demonstrate that it is being financially responsible, we should go with the effective rate. Mayor Piwko said that overall, the citizens are getting a small break compared to other cities.
 - Motion to approve was made by Michael Hesse
 - 2nd to approve was made by Leaca Caspari
 - All council members were in favor thereby approving the motion

VIII. REQUESTS TO BE PLACED ON FUTURE AGENDAS

1. Mike Hurst requested that an item be added for signage in school zones.
2. Mayor Piwko requested a Resolution for SH 78 Speed Zone Study.
3. John Klostermann requested that exploring options for a sustaining fund for Chaparral Trail maintenance.

IX. ADJOURNMENT

- Meeting was adjourned at 8:30 pm.

APPROVE :

 9-27-2016
 Diane C. Piwko, Mayor

ATTEST:


 Paula Jackson, Interim City Secretary