

REGULAR MEETING

November 12, 2013

7:00 p.m.

A Public Hearing was held concerning the request for a Specific Use Permit to allow a flea market to be operated at Block 44 Lots 3-6 located at 112 N Bonner

A Public Hearing was held concerning the request for a Specific Use Permit to allow a new double-wide manufactured home on Block 108 Lot 1 located at 310 SE Fifth Street.

There being a quorum present, Mayor Saunders called the meeting to order at 7:14 p.m.

Council members present: Rick Neumayer, Brandon Blue, Greg Allen, Ann Fessenden and Bruce Franklin

Absent: None

Neumayer made a motion to approve the Consent Agenda to include the Minutes to the last meeting and budget review and payment of bills. Allen seconded the motion. Votes:

- For** – Neumayer, Blue, Allen, Fessenden and Franklin
- Against** – None
- Passed** – 5-0

Public Comment:

- LaDonna Woldt stated that she had LED message signs to be installed and she had changed the lens on her current sign from red, green and amber to aqua, orange and purple.

Allen made a motion to allow a flea market to operate at 112 N Bonner as requested by Bryan Miers. Fessenden seconded the motion. Votes:

- For** – Neumayer, Blue, Allen, Fessenden and Franklin
- Against** – None
- Passed** – 5-0

Allen made a motion to deny a Specific Use Permit to Allow a Manufactured Home at 310 SE Fifth Street as requested by Janet Johnson. Fessenden seconded the motion. Votes:

- For** – Neumayer, Blue, Allen, Fessenden and Franklin
- Against** – None
- Passed** – 5-0

Neumayer made a motion to allow a Historical Marker commemorating Big Tex on city property at 100 SE Fourth Street. Franklin seconded the motion. Votes:

- For** – Neumayer, Blue, Allen, Fessenden and Franklin
- Against** – None
- Passed** – 5-0

The following Budget Adjustments for FYE 9/30/13 were presented for consideration:

General Fund

| acct # | account name | variance |
|--------|----------------------|----------|
| 4001 | NOW Account Interest | 36.93 |
| 4003 | Misc Admin Revenue | 1,144.80 |

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| | | |
|--------|------------------------------------|-------------|
| 4005 | Building Permits | 1,225.00 |
| | Clean Kerens | 28.50 |
| 4009 | Copies & Faxes | 78.50 |
| 4014 | License & Registrations & Permits | (241.00) |
| 4401 | Daily Receipts-Streets | (122.00) |
| 4402 | Street Dept-Mow & Demltion | (2,020.00) |
| 44 | STREET DEPT REVENUES | (2,142.00) |
| 4501 | TOTAL SANITATION REVENUES | 1,521.30 |
| 4601 | Court Fines & Fees | 43,825.65 |
| 4604 | Court Technology Fund | 429.02 |
| 4608 | Court Security Fund | 324.99 |
| 4610 | Court Time Pay Fees | (16.45) |
| 4613 | Court Local OMNI Fees | (107.62) |
| 4602 | Court Refunds | 439.87 |
| 4612 | Court MSB Fees | (500.00) |
| 4603 | Dog License Fees | (137.00) |
| 4605 | Police Reports | 10.00 |
| 4607 | Law Enf. Education Grant | (850.00) |
| 4609 | Police Misc. Revenue | (10.00) |
| 4801 | Current Property Taxes | 2,852.38 |
| 4802 | Prop.Tax Discount Allowed | (214.34) |
| 4803 | Delinquent Property Tax | (314.66) |
| 4804 | Pen & Int on Prop Tax | 2,714.25 |
| 4805 | Sales Tax for Economic Development | (1,103.18) |
| 4806 | Sales Tax From State | (24,552.10) |
| 4807 | Sales Tax for Street Repair | (1,103.18) |
| 4810 | Alcoholic Beverage Tax | 12.88 |
| 4808 | Franchise Fees | (5,430.81) |
| 4811 | Hotel Occupancy Tax | (76.70) |
| 4809 | P.I.L.O.T. from PHA | 3,578.05 |
| 4901 | Rental Income | 125.00 |
| 5590-4 | City's Share of Grant Expenses | 2,132.01 |
| | Clean Kerens | (28.50) |
| | Economic Development Corp. | 1,103.18 |
| 5401-9 | Rental Prop Electricity | 29.52 |
| 5402-9 | Rental Prop Gas | (78.51) |
| 5404-9 | Rental Prop R & M | (1,615.65) |
| 5505-9 | Rental Prop Supplies | 25.00 |
| 5550-9 | Rental Prop Misc Exp | 25.00 |
| 5011-0 | Admin Salary & Wages | 28.30 |
| 5013-0 | Admin Contract Labor | (400.00) |
| 5014-0 | Admin Health & Life Ins | 6,948.28 |
| 5015-0 | Admin Workers Comp | (76.25) |
| 5016-0 | Admin OASDI Expense | 12.51 |
| 5017-0 | Admin Medicare Expense | 3.33 |
| 5021-0 | Admin Employee Retirement Plan | 485.59 |
| 5103-0 | Admin Real Prop Insurance | 73.00 |
| 5106-0 | Admin Vehicle Liability | 4.00 |
| 5110-0 | Admin Gen Liability Ins | 669.00 |
| 5112-0 | Admin Errors & Ommissions | 140.00 |
| 5201-0 | Admin Equipment R & M | 100.00 |

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| 5203-0 | Admin Equipment Lease | (176.45) |
| 5401-0 | Admin Electricity | 756.54 |
| 5402-0 | Admin Gas | (4.45) |
| 5404-0 | Admin Bldg R & M | 997.43 |
| 5405-0 | Admin Depreciation Expense | (18,921.78) |
| 5501-0 | Admin Legal Fee | 150.00 |
| 5502-0 | Admin Newspaper Ads | (79.50) |
| 5503-0 | Admin Dues & Publications | (588.95) |
| 5504-0 | Admin Travel & Training | 292.48 |
| 5505-0 | Admin Office & Comp Sup | 443.70 |
| 5550-0 | Admin Misc Exp | (1,336.22) |
| 5802-0 | Admin Bank Fees | 8.96 |
| 5803-0 | Admin Council Fees | 118.00 |
| 5804-0 | Admin Election Expense | 2,500.00 |
| 5805-0 | Admin Mail & Postage | (189.13) |
| 5807-0 | Admin Telephone | 432.04 |
| 5012-3 | Shop Hourly Wages | 4,550.00 |
| 5014-3 | Shop Health Insurance | 614.72 |
| 5015-3 | Shop Workers Comp | 421.00 |
| 5016-3 | Shop OASDI Expense (.062) | 288.56 |
| 5017-3 | Shop Medicare Expense (.0145) | 66.25 |
| 5018-3 | Shop Uniform Expense | 175.00 |
| 5021-3 | Shop Retirement Plan | 144.88 |
| 5103-3 | Shop Real Prop Ins | (15.00) |
| 5201-3 | Shop Equip R & M | 262.96 |
| 5202-3 | Shop Gas & Oil | 29.59 |
| 5401-3 | Shop Electricity | (222.02) |
| 5402-3 | Shop Gas | 64.50 |
| 5404-3 | Shop Building R & M | (41.87) |
| 5505-3 | Shop Parts & Supplies | 1,962.17 |
| 5550-3 | Shop Misc Expense | 25.00 |
| 5012-4 | Street Dept Hourly Wages | 436.25 |
| 5010-4 | Street Dept Overtime | (33.75) |
| 5015-4 | Street Dept Workers Comp | (49.00) |
| 5016-4 | Street Dept OASDI Expense | 37.78 |
| 5017-4 | Street Dept Medicare Exp | 9.38 |
| 5018-4 | Street Dept Uniform Exp | (7.69) |
| 5102-4 | Street Dept Casualty Loss | (219.99) |
| 5103-4 | Street Mobile Equip Ins | 376.00 |
| 5105-4 | Street Dept Damage Ins | 114.75 |
| 5106-4 | Street Dept Veh Liability | (208.00) |
| 2301 | Street Dept Note Payable | 10,000.00 |
| 5846-4 | Street Dept Interest Exp | 500.00 |
| 5201-4 | Street Dept Equip R & M | (17,805.51) |
| 5404-1 | Park Dept R & M | 220.77 |
| 5202-4 | Street Dept Equip Gas&Oil | (274.78) |
| 5401-1 | Park Dept Electricity | (412.89) |
| 5401-4 | Street Dept Electricity | 960.84 |
| 5404-4 | Street Repair (including tax transfer) | 1,103.18 |
| 5505-4 | Street Dept Parts/Supplie | 625.14 |
| 5550-4 | Street Dept Misc Exp | (590.67) |

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|--------|-----------------------------|-------------|
| 5841-4 | Street Dept Asphalt&Gravl | 9,833.35 |
| | Total Sanitation Expenses | 1,764.70 |
| 5011-6 | PD Salary & Wages | (12,459.60) |
| 5010-6 | PD Overtime | 1,060.06 |
| 5009-6 | PD Special Wages | (135.50) |
| 5014-6 | PD Health & Life Ins | 14,861.88 |
| 5015-6 | PD Workers Comp | 1,819.00 |
| 5016-6 | PD OASDI Expense | (684.23) |
| 5017-6 | PD Medicare Exp | (159.60) |
| 5018-6 | PD Uniform Expense | (1,023.54) |
| 5021-6 | PD Employee Retirement Plan | 2,231.24 |
| 5105-6 | PD Veh Damage Ins | 277.25 |
| 5106-6 | PD Veh Liability | 15.00 |
| 5118-6 | Law Enforcement Liab Ins | (822.00) |
| 5201-6 | PD Equipment R & M | (1,259.05) |
| 5202-6 | PD Gas & Oil | (7,843.01) |
| 5404-6 | PD Bldg R & M | 250.00 |
| 5501-6 | PD Legal Fee | 150.00 |
| 5502-6 | PD Newspaper Ads | 25.00 |
| 5503-6 | PD Dues & Publications | (440.00) |
| 5504-6 | PD Travel & Training | 1,117.67 |
| 5505-6 | PD Supplies | (3,290.87) |
| 5550-6 | PD Misc Exp | (68.84) |
| 5860-6 | PD Interest Expense | 3,422.93 |
| 5861-6 | PD Animal Control | 615.50 |
| 5863-6 | PD Communications | (4,654.82) |
| 5960 | PD CAPITAL EXPENDITURES | 6,811.23 |
| 5501-2 | Court Legal Fees | (1,162.50) |
| 5503-2 | Court Dues & Publications | 100.00 |
| 5504-2 | Court Travel & Training | (105.24) |
| 5505-2 | Court Supplies | 233.97 |
| 5920-2 | Court Security Expenses | (331.49) |
| 5920-1 | Court Technology Expense | 843.91 |
| 5920-8 | Court Collection Expense | (4,604.02) |
| 5505-7 | FD Parts/Supplies | 2,000.00 |
| 5502-8 | Tax Dept Newspaper Ads | 250.00 |
| 5881-8 | Appraisal District Share | (217.17) |
| 5882-8 | Tax Dept Collection Fees | (38.27) |

Revenue Fund

Water Dept

| | | |
|------|------------------------|--------------|
| 4001 | NOW Account Interest | (9.82) |
| 4002 | Returned Check Charges | (169.00) |
| 4103 | Late Charges | (12,603.60) |
| 4104 | Service Fees | (1,511.25) |
| 4107 | Transfer Fees | (65.00) |
| 4003 | Misc Revenues | (6.00) |
| 4101 | Sales | (336,582.70) |

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| | | |
|------|-------------------------------|------------|
| 4106 | Repair Service | 224.33 |
| 5011 | Admin Wages | 9,399.00 |
| | Public Works Wages | 40,682.05 |
| | Public Works Overtime | 5,744.12 |
| | Admin Health Insurance | 4,188.86 |
| | Public Works Health Insurance | 9,992.58 |
| | Admin Workers Comp | 58.54 |
| | Public Works Workers Comp | 1,774.25 |
| | Admin OASDI | 596.80 |
| | Public Works OASDI | 2,836.26 |
| | Admin Medicare | 139.30 |
| | Public Works Medicare | 663.22 |
| | Admin Retirement Plan | 287.00 |
| | Public Works Retirement Plan | 903.39 |
| 5018 | Uniforms | 471.25 |
| 5811 | Purchased Water | 160,835.40 |
| | Principle | 15,000.00 |
| | Interest | 3,000.00 |
| | Electricity | 8,655.15 |
| | Chemicals | 4,000.00 |
| | Lab Fees | 2,366.15 |
| | Inspection & Permits | (921.70) |
| 5404 | System R & M | 2,691.00 |
| 5505 | Parts & Supplies | 18,342.63 |
| 5203 | Equipment Rental | 200.00 |
| 5818 | Contracted Expense | 100.00 |
| 5105 | Vehicle Damage | 21.81 |
| 5106 | Vehicle Liability | 134.14 |
| 5201 | Equipment R & M | 3,247.56 |
| 5202 | Gas & Oil | 5,093.60 |
| 5110 | General Liability | 335.74 |
| 5112 | Errors & Omissions | 336.79 |
| 5103 | Real Property | 517.56 |
| 5505 | Supplies | 1,170.00 |
| 5201 | Equipm R & M | 26.00 |
| 5802 | Bank Fees | 65.00 |
| 5803 | Collection Fees | 65.00 |
| 5805 | Mail & Postage | 1,850.71 |
| 5502 | Newspaper Ads | 65.00 |
| 5901 | Admin Equipment | 0.00 |
| 5550 | Misc | (1.25) |
| 5817 | Communications | 1,318.98 |

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| | | |
|------|---------------------|-----------|
| 5501 | Legal Fees | 0.00 |
| 5814 | Engineering Fees | 250.00 |
| 5504 | Training | 26.74 |
| 5502 | Newspaper Ads | 25.00 |
| 5503 | Dues & Publications | 25.00 |
| 5550 | Misc Expense | 25.00 |
| 5590 | Grants | 25,000.00 |
| 5900 | Capital | 5,000.00 |
| | O & M Reserves | 7,000.00 |
| | Grants Reserves | 5,000.00 |

Sewer Dept

| | | |
|------|-------------------------------|-------------|
| 4001 | NOW Account Interest | 2.78 |
| 4002 | Returned Check Charges | (54.25) |
| 4103 | Late Charges | 6,657.93 |
| 4104 | Service Fees | 105.00 |
| 4107 | Transfer Fees | 35.00 |
| 4003 | Misc Revenues | (2.94) |
| 4101 | Sales | (32,175.59) |
| 4106 | Repair Service | (25.00) |
| 5011 | Admin Wages | 28.00 |
| | Public Works Wages | 3,473.82 |
| | Admin Overtime | 0.00 |
| | Public Works Overtime | 370.59 |
| | Admin Health Insurance | 426.18 |
| | Public Works Health Insurance | 1,299.63 |
| | Admin Workers Comp | 16.99 |
| | Public Works Workers Comp | 101.40 |
| | Admin OASDI | 2.06 |
| | Public Works OASDI | 153.21 |
| | Admin Medicare | 1.40 |
| | Public Works Medicare | 35.57 |
| | Admin Retirement Plan | 2.28 |
| | Public Works Retirement Plan | 83.96 |
| 5018 | Uniforms | (5.33) |
| | Interest | (30.92) |
| | Electricity | 3,058.59 |
| | Chemicals | (2,681.67) |
| | Lab Fees | (82.00) |
| | Inspection & Permits | 150.00 |

REGULAR MEETING

November 12, 2013

7:00 p.m.

| | | |
|------|------------------------|-----------|
| | Sewer Easement Payment | 75.00 |
| 5404 | System R & M | 17,772.02 |
| 5505 | Parts & Supplies | 1,970.93 |
| 5203 | Equipment Rental | 280.00 |
| 5818 | Contracted Expense | 780.00 |
| 5821 | Sludge Removal | 195.91 |
| 5105 | Vehicle Damage | (115.75) |
| 5106 | Vehicle Liability | (141.50) |
| 5201 | Equipment R & M | (596.46) |
| 5202 | Gas & Oil | 455.94 |
| 5110 | General Liability | 64.90 |
| 5112 | Errors & Omissions | (29.00) |
| 5114 | Fidelity Bond | (0.50) |
| 5103 | Real Property | (427.00) |
| 5505 | Supplies | 126.47 |
| 5201 | Equipm R & M | 14.00 |
| 5802 | Bank Fees | 9.80 |
| 5803 | Collection Fees | 35.00 |
| 5805 | Mail & Postage | 175.19 |
| 5502 | Newspaper Ads | 35.00 |
| 5901 | Admin Equipment | 0.00 |
| 5550 | Misc | 5.91 |
| 5817 | Communications | 104.58 |
| 5814 | Engineering Fees | 250.00 |
| 5502 | Newspaper Ads | 25.00 |
| 5503 | Dues & Publications | 25.00 |
| 5550 | Misc Expense | 25.00 |
| 5900 | Capital | 8,349.00 |
| | O & M Reserves | 5,000.00 |
| | Grants Reserves | 5,000.00 |

Neumayer made a motion to approve the adjustments as presented. Allen seconded the motion. Votes:

For – Neumayer, Blue, Allen, Fessenden and Franklin

Against – None

Passed – 5-0

Neumayer made a motion to cast all 208.8 of the city's votes to Buster Atkeisson for the Navarro Central Appraisal District Board of Directors for 2014-2015. Fessenden seconded the motion. Votes:

For – Neumayer, Blue, Allen, Fessenden and Franklin

Against – None

Passed – 5-0

REGULAR MEETING

November 12, 2013

7:00 p.m.

After some discussion about maintenance and usage of the Little League Field, Mayor Saunders invited the Little League representatives to attend the Beautification Meeting on Thursday to discuss with that Committee also.

Fire Chief Charlie Bush stated that the 2 month stalemate between the Kerens Volunteer Fire Department and the Emergency Services District #1 Board of Directors appears to be over. KVFD will meet on Thursday and should sign their new contract at that time.

Operations

- **Code Enforcement** – Officer Covey's report showed 6 citations issued this month, 5 condemnations are in progress, 4 occupancy inspections performed this month. Allen asked that Officer Covey attend next regular meeting for discussion.
- **Water Dept.** – No problems to report.
- **Sewer Dept.** – Scott stated that the grinder pump had been delivered and was scheduled for installation.
- **Street Dept.** – Blue requested consideration of a stop sign on Third Street at S Wright. Scott will have the Ordinance ready for the first reading at next month's meeting
- **Police Dept.** – Chief Miers said this has been a busy month. ½ of Grand Jury indictments were KPD cases.
- **Animal Control** – No new problems.
- **Court** – No problems to report
- **Tax Dept.** – Russell Hudson's report not yet received
- **Office** – No problems.
- **Grants** – Water line construction in process. Chief Miers received a Bullet Proof Vest Grant for \$1900 from the Dept. of Justice. This will hopefully buy two new vests.
- **Economic Development** – New retail store selling used furniture and some antiques will be opening downtown.
- **Long Range Planning** – no new information.

Neumayer made a motion to adjourn the meeting. Fessenden seconded the motion.

Votes:

For – Neumayer, Blue, Allen, Fessenden and Franklin

Against – None

Passed – 5-0

With no further business to transact, Mayor Saunders adjourned the meeting at 8:05 p.m.

Jeffrey Saunders, Mayor

Attest:

Cindy Scott, City Secretary
