



MINUTES

Of A

REGULAR COUNCIL MEETING

April 9, 2020

This meeting will be conducted utilizing a videoconferencing tool. City Council members, staff, and citizens will participate via audio only. Instructions and direct links to view the meeting or speak during citizen comment can be found at LongviewTexas.gov/Tele.

To participate in citizen comment, please plan to arrive early to give yourself time to register to the videoconference tool. After registering, you will receive a confirmation email containing information about joining the webinar. The virtual conference meeting room will open at 5:15 p.m., and the meeting will begin at 5:30 p.m.

For assistance or questions related to participating in the meeting, please contact the City Secretary's Office at 903-237-1080.

I. Call to Order

II. Roll Call

Mayor Andy Mack: Due to the format of this meeting, we will begin tonight with a roll call to confirm all members of the City Council are present and able to participate in our considerations.

Council members, when I call your name and district, will you please respond in the affirmative if you are present?

Ed Moore, District 1 - Here

Nona Snoddy, District 2 - Here

Wray Wade, District 3 - Here

Kristen Ishihara, District 4 - Here

David Wright, District 5 - Here

Steve Pirtle, District 6 - Here

City Staff:

City Manager Keith Bonds - Here

City Attorney Jim Finley - Here

City Secretary Angie Shepard - Here

III. Citizen Comment

There were no citizens asking to comment.

IV. Consent Agenda

A. Consider a Resolution accepting the Lake Cherokee Water Treatment Plant Clarifier Rehabilitation for final payment in the amount of \$6,048.10 to McInnis Brothers Construction, Inc., of Minden, LA. –

Rolin McPhee, P.E., Director of Public Works was present and request the council consider a resolution accepting the Lake Cherokee Water Treatment Plant Clarifier Rehabilitation and authorizing final payment in the amount of \$6,048.10 to McInnis Brothers Construction, Inc., of Minden, LA. Approval of final payment will begin the contractor's one-year warranty period.

The City Council awarded a contract to McInnis Brothers Construction Inc., on February 22, 2018 in the amount of \$2,615,700.00. The final construction cost is \$2,608,259.28.

The scope of work includes the rehabilitation of needed improvements to the Lake Cherokee Water Treatment Plant upflow clarifier. This includes the replacement of

radial launders, chemical piping, electrical controls, stairs, handrails, sludge blowdown valve relocation, 36 inch valve installation and necessary improvements to rehabilitate the upflow clarifier.

The project has been completed in accordance with the contract. KSA Engineers recommends acceptance of the project and approval of the final payment.

The following Resolution was approved:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LONGVIEW, TEXAS, ACCEPTING THE PROJECT ENTITLED "LAKE CHEROKEE WATER TREATMENT PLANT IMPROVEMENTS CLARIFIER REHABILITATION"; AUTHORIZING AND APPROVING FINAL PAYMENT TO MCLNNIS BROTHERS CONSTRUCTION, INC., OF MINDEN LOUISIANA, FOR THE COMPLETION OF SAID PROJECT; FINDING AND DETERMINING THAT THE MEETING AT WHICH THIS RESOLUTION WAS PASSED WAS IN ACCORDANCE WITH THE REQUIREMENTS OF THE TEXAS OPEN MEETINGS ACT; MAKING OTHER FINDINGS AND PROVISIONS RELATED TO THE SUBJECT; AND DECLARING AN EFFECTIVE DATE.

Such Resolution No. 5624 appears in the Resolution and Ordinance records of the City of Longview.

- B. Consider a Resolution authorizing support for an application for the North East Texas Regional Mobility Authority's Priority Projects grant and authorizing the City Manager or his designee to act as the City's representative in all matters pertaining to the grant for \$270,000 for Signal and Widening improvements at the intersection of Hawkins Parkway and Good Shepherd Way –**

Michael Shirley, Director of Development Services was present and requested council to consider a resolution authorizing support for an application for the North East Texas Regional Mobility Authority's (NET RMA) Priority Projects grant and authorizing the City Manager or his designee to act as the City's representative in all matters pertaining to the grant for \$270,000 for Signal and Widening improvements at the intersection of Hawkins Parkway and Good Shepherd Way.

The NET RMA is an independent government agency created to accelerate the development of transportation projects in North East Texas. The NET RMA releases

an annual call for projects to each of its 12 member counties, initiating an opportunity to submit an application for NET RMA funds. The City of Longview, in collaboration with Gregg County, has selected a safety enhancement project to submit for NET RMA grant funding. The project consists of installing a warranted traffic signal at the intersection of Hawkins Parkway and Good Shepherd Way. Hawkins Parkway will be widened to accommodate left turn lanes at the intersection, which will provide for safer turning movements at a historically crash prone location.

The City of Longview has allocated \$250,000 for the construction of this project to include the signal work. The grant application request is for \$270,000 that would allow the project to be expanded to include widening for turn lanes.

The following Resolution was approved:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LONGVIEW, TEXAS, AUTHORIZING SUPPORT FOR THE SUBMISSION OF A PRIORITY PROJECTS APPLICATION TO THE NORTH EAST TEXAS REGIONAL MOBILITY AUTHORITY (NET RMA); AUTHORIZING THE CITY MANAGER TO ACT AS THE CITY'S AUTHORIZED REPRESENTATIVE IN ALL MATTERS PERTAINING TO THE CITY'S PARTICIPATION IN THE PRIORITY PROJECTS GRANT PROGRAM; AUTHORIZING THE ACCEPTANCE OF ALL PROGRAM REQUIREMENTS IMPOSED IN THE CONNECTION WITH GRANT FUNDING; PROVIDING FOR FUNDING; FINDING THAT THE MEETING AT WHICH THIS RESOLUTION WAS APPROVED COMPLIED WITH THE TEXAS OPEN MEETINGS ACT; MAKING OTHER FINDINGS AND PROVISIONS RELATED TO THE SUBJECT; AND DECLARING AN EFFECTIVE DATE.

Such Resolution No. 5625 appears in the Resolution and Ordinance records of the City of Longview.

- C. Consider a Resolution accepting the 2019 CDBG Water Improvements on Hailey Drive Project and authorizing final payment of \$12,475.00 to Excel Utility Construction, LLC, of Longview, Texas.

Rolin McPhee, P.E., Director of Public Works was present and requested council consider a resolution accepting the "2019 CDBG Water Improvements on Hailey Drive" and authorizing final payment of \$12,475.00 to Excel Utility Construction, LLC, of Longview, Texas. Approval of the final payment will begin the contractor's one-year warranty period.

The City Council awarded a contract to Excel Utility Construction, LLC, on July 25, 2019 in the amount of \$150,000.00. The final construction cost is \$124,750.00.

The project provided for the construction of 1,300 feet of eight-inch water main at Hailey Drive and miscellaneous work as necessary to complete the installations.

The project has been completed in accordance with the contract. Public Works Engineering staff recommends acceptance of the project and approval of the final payment.

The following Resolution was approved:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LONGVIEW, TEXAS, ACCEPTING THE PROJECT ENTITLED "2019 CDBG WATER IMPROVEMENTS AT HAILEY DRIVE"; AUTHORIZING AND APPROVING FINAL PAYMENT TO EXCEL UTILITY CONSTRUCTION, LLC, OF LONGVIEW, TEXAS, FOR THE COMPLETION OF SAID PROJECT; FINDING AND DETERMINING THAT THE MEETING AT WHICH THIS RESOLUTION WAS PASSED WAS IN ACCORDANCE WITH THE REQUIREMENTS OF THE TEXAS OPEN MEETINGS ACT; MAKING OTHER FINDINGS AND PROVISIONS RELATED TO THE SUBJECT; AND DECLARING AN EFFECTIVE DATE.

Such Resolution No. 5626 appears in the Resolution and Ordinance records of the City of Longview.

D. Consider a Resolution approving the annual review and acceptance of the City of Longview Investment Policy –

Angela Coen, Director of Finance was present and requested council to consider a resolution accepting the annual investment policy. The Public Funds Investment Act (PFIA), Chapter 2256 of the Texas Statutes provides for the investment of public funds. The City developed and adopted its Investment Policy in accordance with the PFIA in 1996. One requirement of the PFIA is that Cities review, and if needed, revise their

policy on an annual basis. There are no changes to the language in the Policy in the current year.

The broker/dealer list for authorization is an appendix of the Policy. This complies with the PFI requirements of an annual authorized list of broker/dealers.

The following Resolution was approved:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LONGVIEW, TEXAS, APPROVING AND ADOPTING THE INVESTMENT POLICY FOR THE CITY OF LONGVIEW IN ACCORDANCE WITH THE PUBLIC FUNDS INVESTMENT ACT AND THE APPLICABLE PROVISIONS OF THE LONGVIEW CITY CHARTER; FINDING THAT THE MEETING AT WHICH THIS RESOLUTION WAS PASSED COMPLIED WITH THE TEXAS OPEN MEETINGS ACT; MAKING OTHER FINDINGS AND PROVISIONS RELATED TO THE SUBJECT; AND DECLARING AN EFFECTIVE DATE.

Such Resolution No. 5627 appears in the Resolution and Ordinance records of the City of Longview.

Council Member Moore made a motion to approve the consent agenda.

Council Member Ishihara seconded the motion.

Ed Moore, District 1 - Aye

Nona Snoddy, District - Aye

Wray Wade, District 3 - Aye

Kristen Ishihara, District 4- Aye

David Wright, District 5- Aye

Steve Pirtle, District 6- Aye

And I, Mayor Andy Mack, vote - Aye

City Secretary Angie Shepard, will now confirm the record of the vote.

MOTION: Council Member Moore made a motion to approve the consent agenda.

SECOND: Council Member Ishihara seconded the motion.

VOTE: The motion carried unanimously (7, 0).

V. Action Item

Consider an Ordinance amending the Personnel Policies of the City of Longview, Texas.

Mary Ann Miller, Director of Administration was present and presents an Ordinance amending the Personnel Policies of the City of Longview. Currently, as you know, City employees accrue vacation time on a monthly basis up to a capped amount of 320 hours. Once an employee reaches that cap, they cannot accrue vacation again until they use some of those hours. Many of our more-tenured employees are at or near that capped amount. A lot of those are our first responders. Because of the workload brought on by our response to COVID-19, we are asking the City Council to temporarily increase the cap from 320 to 400 hours. This would allow those employees to continue to accrue vacation while responding to this crisis. The cap would return to 320 hours on October 1, 2020. And the time an employee accrues between now and then can be spent at any point after that, as their workload allows.

I'd be happy to answer any questions you may have.

MOTION: Council Member Wade made a motion the following Ordinance be approved:

SECOND: Council Member Snoddy seconded the motion.

Ed Moore, District 1 - Aye

Nona Snoddy, District 2 - Aye

Wray Wade, District 3 - Aye

Kristen Ishihara, District 4- Aye

David Wright, District 5- Aye

Steve Pirtle, District 6- Aye

And I, Mayor Andy Mack, vote - Aye

City Secretary Angie Shepard, will now confirm the record of the vote.

MOTION: Council Member Wade made the motion.

SECOND: Council Member Snoddy seconded the motion.

VOTE: The motion carried unanimously (7, 0).

The following Ordinance was approved:

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LONGVIEW, TEXAS, AMENDING SECTION 4.10 OF THE PERSONNEL POLICY AND PROCEDURES GUIDE OF THE CITY OF LONGVIEW; REPEALING ALL ORDINANCES IN CONFLICT HEREWITH; PROVIDING A SAVINGS CLAUSE; PROVIDING FOR THE SEVERABILITY OF THE PROVISIONS HEREOF; FINDING THAT THE MEETING AT WHICH THIS ORDINANCE WAS PASSED WAS CONDUCTED IN STRICT COMPLIANCE WITH THE TEXAS OPEN MEETINGS ACT; AND ESTABLISHING AN EFFECTIVE DATE.

Such Ordinance No. 4263 and appears in the Resolution and Ordinance records of the City of Longview.

VI. Update on COVID 19

Mayor Andy Mack gave an update on COVID:

Governor's Order GA-14 – active through the end of the month.
This order supersedes previous Longview, Gregg County Orders and this clarifies essential and non-essential businesses.

These are additional requirement from the City of Longview:
Residents are encouraged to follow a voluntary curfew from 10 p.m. to 5 a.m. People conducting essential business will be exempt from the curfew.

Residents are strongly encouraged to wear face coverings over their nose and mouth when out in public. However, please refrain from using medical-grade masks, so they may be reserved for healthcare workers and first responders.

Playgrounds and playground equipment care closed to the public, but park areas and walking trails are still open while adhering to social distancing requirement (6' rule).

Households should limit the number of people going to retail stores. Choose one person in your family to go to the store when you have a need. There is no reason for an entire family to be going to an "essential" store. Leave your children at home with another adult if at all possible.

VII. Adjourn

The meeting was adjourned at 5:50 p.m.

[seal]

Angie Shepard
City Secretary

