

THE STATE OF TEXAS §  
COUNTY OF FANNIN §

March 20, 2018

**BE IT REMEMBERED THAT A Regular Meeting of the City Council of the City of Leonard, Fannin County, Texas was begun and held in the Council Chambers of City Hall on March 20, 2018 at 5:30 pm.**

**Members Present:** Mayor Steven Bolin, Mayor Pro-Tem Leonard Phillips, Councilmembers David Norman (Place 1), Jane Blackerby (Place 2), Bob Pannkuk (Place 3) and (Place 5)--Vacant

**Staff Present:** City Administrator William Linn, Police Chief Brian Meserole, Public Works Director Terry McCalpin, City Secretary Leath Robinson and Municipal Court Clerk Tina Trotter

**Guests Present:** There were 14 guests present. Joe Brandon, Janie Iware, Margy Hall, Glen Morris, Bob Clemons, Jennie Burns, Linda Aaron, Allison Blevins, Betsy Blevins, Jay Barker, Betty Barker, Karen Murphy, Darrell Grintz, Cody Murphy

### MINUTES OF THE REGULAR SESSION

#### Calling Meeting to Order / Presentations / Proclamation:

- 1. Call to Order** - Mayor Bolin called the meeting to order at 5:30 pm with a quorum of four councilmembers.  
**Proof of Posting of Notice of Meeting – City Administrator** - Mayor Bolin noted the proof of posting of meeting by City Administrator Linn  
**Verification of Quorum** - Mayor Bolin noted the quorum of four councilmembers.
- 2. Invocation** - The invocation was led by Pastor Linda Aaron with the Leonard Assembly of God Church.
- 3. Pledges of Allegiance to the United State and Texas Flags** - Mayor Bolin led in the Pledge of Allegiance to the United States and Texas Flags.
- 4. Proclamation acknowledging the Leonard Varsity Football Tigers as 3A-D2 Bi-District Champions.**  
Mayor Bolin issued the Proclamation acknowledging the Leonard Varsity Football Tigers as 3A-D2 Bi-District Champions.
- 5. Proclamation acknowledging the Leonard Varsity Basketball Lady Tigers as 3A-Region 2 & 4 Area Champions.**  
Mayor Bolin issued the Proclamation acknowledging the Leonard Varsity Basketball Lady Tigers as 3A-Region 2 & 4 Area Champions.

## Citizen Comments / Reports from Staff and Others:

### 6. Citizens Forum

- There were no citizen comments.

### 7. Reports from City Administrator, Department Heads, and Staff

- Chief Brian Meserole reported citations have gone up greatly. Fraud investigations have increased, mostly dealing with online fraud. Sergeant Kitts has been advanced certified for the school. Officer Dry is currently in field training. A new computer was purchased by the police department due to technical issues they have been experiencing. The warranty information on the computer was unknown.
- Public Works Director Terry McCalpin reported that the cover-up process would begin on March 21. Several new house constructions are about to begin. He is looking forward to warmer weather so that they can use the street equipment.
- City Administrator William Linn reported that Leath Robinson was hired as the City Secretary and Tina Trotter was hired as the Municipal Court Clerk. The first City Administrator Town Hall Meeting was held Wednesday March 14. Topics discussed in the meeting included a cost saving technique to replace the entire city sewer infrastructure, dirt coming out of the ground on Griffitt Street, residents having concerns about the recording of executive sessions and a city-wide trash clean-up day.
- At the request of Councilwoman Jane Blackerby, Public Works Director Terry McCalpin explained the new technique of Pipe Bursting to replace the sewer infrastructure.

### 8. Approval of February 2018 Minutes

Councilwoman Jane Blackerby made a motion for the Leonard City Council to approve the minutes; seconded by Councilman Bob Pannkuk. Mayor Bolin called for a vote--all were in favor and the motion carried.

### 9. Financial Reports

City Administrator William Linn reported that the city is in very good financial shape. The city is outperforming the budget on both expenditures and revenues. Mayor Pro-Tem Leonard Phillips made a motion to approve the financial reports; seconded by Councilman Bob Pannkuk, Mayor Bolin called for a vote--all were in favor and the motion carried.

10. **Presentation of Atmos Energy's Annual Rate Review Mechanism (RRM) by Mr. Terry Tombaugh**  
Atmos Energy representative Mr. Terry Tombaugh presented the RRM and requested approval of the Rate Review which will reduce the rates for residential and commercial customers.

## Public Hearing / Ordinance / Resolution / Other Action Items:

11. **Discussion and possible action on Resolution No. 03-20-2018 approving and adopting the Atmos Energy Rate Review Mechanism (RRM).**

After Mr. Terry Tombaugh finished his presentation, Councilwoman Jane Blackerby made a motion to approve resolution No. 03202018 Atmos Energy Rate Review Mechanism; seconded by Councilman Bob Pannkuk, Mayor Bolin called for a vote--all were in favor and the motion carried.

**12. Discussion and possible action on Ordinance No. 03-19-2018 establishing maximum, reasonable and prudent rates of speed on certain streets and highways and public places in the City of Leonard and repealing all ordinances and parts of ordinances in conflict herewith: fixing penalties for violation here.**

City Administrator William Linn reported that Ordinance No. 03-19-2018 is the culmination of months of work with TxDOT and will give the City of Leonard a school zone on Highway 69. City Administrator William Linn presented Mayor Bolin and Councilmembers the Ordinance diagrams. Councilwoman Jane Blackerby made a motion to pass Ordinance No. 03-19-2018 and empower City Administrator William Linn to discuss with the Highway Department to extend the 45 mph speed limit past Highway 896; seconded by Councilman David Norman, Mayor Bolin called for a vote—all were in favor and the motion carried.

**13. Discussion and possible action on conducting a City-wide clean-up day in April and setting the date.**

Discussion ensued about a City-Wide clean-up in April, as suggested by residents during the City Administrator's Town Hall Meeting. Councilman David Norman made a motion to have a City-Wide clean-up on Friday April 27 and Saturday April 28 from 8am to 5pm; seconded by Councilman Bob Pannkuk, Mayor Bolin called for a vote—all were in favor and the motion carried.

**14. Discussion and possible action on using audio recording devices to make an official record of executive sessions and releasing the contents after two years.**

Discussion ensued about using recording devices to make official records of executive sessions. Residents were believing that not everything was being captured properly in executive sessions, however City Administrator William Linn stated that he observed that all codes had properly been adhered to according to the Attorney General. Councilwoman Jane Blackerby made a motion to continue executive sessions the way they are; seconded by Mayor Pro-Tem Leonard Phillips, Mayor Bolin called for a vote—all were in favor and the motion carried.

**15. Discussion and possible action on permitting the residents of Griffitt Street to use the dirt remaining from the work on Griffitt Street upon the completion of the project.**

Council discussed another issue that arose during the City Administrator Town Hall Meeting regarding dirt that has been dug up in trenches and holes and whether the dirt should be taken away or left in front of Resident's yards. Residents were concerned that once work on the street was completed their yards would be affected. Mayor Pro-Tem Leonard Phillips motioned to move the dirt; seconded by Councilman Bob Pannkuk, Mayor Bolin called for a vote—3-1 motion carried.

**16. Adjourn into Executive Session under Texas Government Code Section 551.074 Personnel matters.**

- i. City Secretary—matters related to employment and appointment.
- ii. City Administrator—matters related to employment.

Council adjourned into Executive Session at 6:55 p.m.

**17. Reconvene into regular session.**

Council reconvened into regular session at 8:48 p.m.

**18. Discussion and possible action on:**

- i. City Secretary matters discussed in Executive Session

Council discussed considering a relocation expense for the City Secretary. Councilman Bob Pannkuk motioned to approve a relocation expense for the City Secretary; seconded by Mayor Pro-Tem Leonard Phillips, Mayor Bolin called for a vote—3-1 motion carried.

Mayor Pro-Tem motioned to appoint Mr. Leath Robinson as the new City Secretary; seconded by Councilman Bob Pannkuk, Mayor Bolin called for a vote—all were in favor and the motion carried.

**19. Mayor Bolin to administer Oath of Office for City Secretary Leath Robinson**

Oath of Office for City Secretary administered to Leath Robinson

**Adjournment:**

**20. Adjournment**


Mayor Bolin adjourned the meeting at 8:54 p.m.

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**THE CITY OF LEONARD, TEXAS**

By:   
Steven Bolin, Mayor

**ATTEST:**

By:   
Leath Robinson, City Secretary