

**CITY COUNCIL OF THE CITY OF SANDY OAKS, TEXAS**  
**REGULAR MEETING MINUTES**  
**October 22, 2020 at 6:30 p.m.**

1. **Call to order and quorum call.** Mayor Ball called the meeting to order at 6:32 p.m. In attendance were Aldermen Repino, Fillinger, Tremblay, and Puente, City Attorney Casandra Ortiz, and City Secretary Katherine Yelton. Absent was Alderman Walker.
2. **Pledge of Allegiance.** Led by Mayor Ball
3. **Citizens to be heard.** No citizens signed up to speak.
4. **Consent Agenda.** All matters listed under Consent Agenda are considered routine by the City Council of the City of Sandy Oaks and will be enacted by one motion. There will not be separate discussion of these items. If discussion is desired, that item will be removed from the consent agenda and will be considered separately.
  - a) Approve September 2020 City Attorney Invoice 1259 from Kassahn & Ortiz not to exceed \$2,511.50.
  - b) Approve the minutes from the October 8, 2020 Regular City Council Meeting.

Alderman Fillinger made a motion to approve the Consent Agenda, as presented, which was seconded by Alderman Tremblay and passed unanimously.

**5. Marshal**

- a) Updates and Announcements from Marshal Lopez with possible discussion and/or action. This item as pulled by Mayor Ball as Marshal Lopez had no updates or announcements.
- b) Discuss and possible action on quote received for the purchase of a thermal printer and hardware for the Marshal's Chevy Tahoe. Alderman Fillinger made a motion to approve the purchase of a thermal printer not to exceed \$880.00, which was seconded by Alderman Repino and passed unanimously.
- c) Discuss and possible action on quote received for the purchase of four tires, with warranty, for the Marshal's Chevy Tahoe. Alderman Tremblay made a motion to approve the purchase of four tires for the presented amount of \$910.71, which was seconded by Alderman Repino and passed unanimously.

**6. Animal Control**

- a) Updates and Announcements from Animal Control Advisory Committee Chair CJ Walker with possible discussion and/or action. This item was pulled by Mayor Ball as Alderman Walker was not present to provide updates or announcements.
- b) Accept resignation of Stephen Gruver from the Animal Control Advisory Committee. Alderman Fillinger made a motion to accept Mr. Gruver's resignation, which was seconded by Alderman Repino and passed unanimously.
- c) Accept resignation of Kathryn Gruver from the Animal Shelter Advisory Committee. Alderman Repino made a motion to accept Mrs. Gruver's resignation, which was seconded by Alderman Puente and passed unanimously.

**7. Public Works**

- a) Update and Announcements from Park Advisory Committee Chair Tom Repino with possible discussion and/or action. Committee Chair Tom Repino stated the committee

received quotes from two different contractors to resurface the playground and provide shade, both quotes were way out of the City's price range. The committee decided to look for other ways to provide shade.

- b) Discuss and possible action on quote received for the purchase of a Dell desktop computer with monitor for the Public Works' employee desk. Alderman Tremblay made a motion to approve the purchase of a computer for an amount not to exceed \$1,700.00, which was seconded by Alderman Repino and passed unanimously.

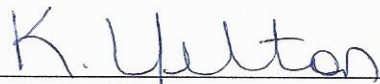
## **8. Administration**

- a) Discuss and possible action on approving Ordinance 2020-175 amending ordinance 2014-5 establishing the City Office of the City Secretary/Clerk. Alderman Fillinger made a motion to approve the ordinance, as presented, which was seconded by Alderman Repino and passed unanimously. Alderman Fillinger then made a motion to recall his motion, which was also seconded by Alderman Repino and passed unanimously. Alderman Fillinger made a motion to waive the requirement for a second reading, which was seconded by Alderman Repino and passed unanimously. Alderman Fillinger then made a motion to approve the ordinance, as presented, which was seconded by Alderman Repino and passed unanimously.
- b) Discuss and possible action on combining duties of Court Clerk and some of the City Secretary duties and compensation. Alderman Tremblay made a motion to approve the combining of Court & City Clerk duties, which was seconded by Alderman Repino and passed unanimously. Alderman Tremblay made a motion to approve a rate of pay of \$21.00 effective 10/23/2020, which was seconded by Alderman Repino and passed unanimously.
- c) Discuss and possible action on hiring a part-time admin to assist with City Secretary duties. Alderman Fillinger made a motion to approve the posting of a part-time administrative assistant position on the City's website for 18-24 hours a week with a starting pay of \$12.50 an hour. This was seconded by Alderman Repino and passed unanimously.
- d) Discuss and possible action on the creation of a temporary two-person Planning & Zoning Committee solely for the purpose of the development of the initial zoning regulations and the appointment of two people to the temporary Planning & Zoning Committee. Mayor Ball began by explaining the challenge of obtaining a quorum for P&Z Commission meetings, so creating this temporary two-person committee allows certain items to be addressed, which would then be brought back to the Commission when a quorum is present to be discussed and then brought before Council. Mayor Ball then chose to proceed to address agenda items 8e and 8f first. Once those two items were taken care of, Council came back to finish up this item. Mayor Ball nominated Melissa Hadley and Ken Bradshaw as the two-person members, both of whom accepted the nominations. Alderman Fillinger then made a motion to appoint Melissa Hadley and Ken Bradshaw, which was seconded by Alderman Repino and passed unanimously.
- e) Accept resignation of Stephen Gruver from the Planning & Zoning Commission. Alderman Fillinger made a motion to approve Mr. Gruver's resignation, which was seconded by Alderman Repino and passed unanimously.
- f) Discuss and possible action on nominations to fill a vacancy on the Planning & Zoning Commission and appoint member to the Planning & Zoning Commission. Mayor Ball nominated Mr. Ken Bradshaw to fill the vacancy. Mr. Bradshaw accepted the nomination. Alderman Fillinger made a motion to appoint Mr. Bradshaw to the P&Z Commission, which was seconded by Alderman Repino and passed unanimously.

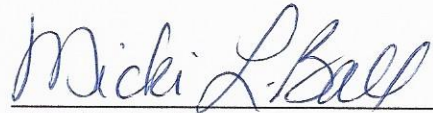
8. **Adjourn** The meeting adjourned at 7:24 p.m.

PASSED AND APPROVED ON THIS 12<sup>TH</sup> DAY OF NOVEMBER 2020

ATTEST:



Katherine Yelton  
City Secretary



Micki L. Ball  
Mayor