

CITY COUNCIL OF THE CITY OF SANDY OAKS, TEXAS

SPECIAL MEETING MINUTES

May 2, 2024 at 6:30 p.m.

1. **Call to order and quorum call.** Mayor Martinez called the meeting to order at 6:32. In attendance were Mayor Pro Tem Alvarado, Aldermen Fillinger, Repino, Tremblay, and Coffindaffer, City Attorney Casandra Ortiz, and City Secretary Delma Doyal.
2. **Pledge of Allegiance.** Led by Mayor Martinez.
3. **Citizens to be heard.** Citizen David Reyes signed up to speak about the police force and that former officer, Maldonado, and that the City should reach out to him to rehire.
4. **Mayor & Administrator Announcements/Updates** Mayor Martinez stated that the County Commissioner Court will be declaring May 21, 2024 as Sandy Oaks Day in honor of the City's ten-year anniversary on May 21 at 9:00 a.m. and asked those who are able to attend the ceremony.
5. **New Business**
 - a) Discussion and/or action related to filling the office of Police Chief. Alderman Fillinger suggested asking Corporal Castillo to fill in for the chief's duties and, if so, do we give him an interim title or keep him as corporal. Mayor Martinez said he has spoken with Cpl. Castillo regarding taking on some responsibilities like downloading body camera footage. It was confirmed that was the former chief's responsibility. Mayor Martinez informed Cpl. Castillo that he needs to find a way to create an account because he cannot have him come in off duty and just sit around. Mayor Martinez said Cpl. Castillo understands that there will be an influx of responsibilities and that he'll be required to change his hours and work on a weekend day. MPT Alvarado questioned security for Council meetings. Mayor Martinez said he does not mind paying Cpl. Castillo the extra money but said he will also contact Bexar County for off-duty officers for the second and fourth Thursdays for the month. Mayor Martinez said he will report back to Council regarding Cpl. Castillo's decision.
 - b) Discussion and/or action on advertising the position of Police Chief and authorizing City Secretary to advertise for position. Ald. Tremblay questioned the compensation and benefits. Mayor Martinez stated there is a pay scale for the chief that the City would have to stay within and benefits would be the same as other employees. Ald. Tremblay said we are not going to get anyone if we don't offer a salary competitive to other cities. Mayor Martinez stated that we are not looking for a decorative police chief because that is something we can't afford. They are looking for the level below the chief title and someone who is looking to become a chief of police. Ald. Fillinger brought the meeting back to point of order and stated in the past, we have advertised with TCOLE, TML, city website, and for a month in the Wilson County News. Ald. Coffindaffer made a motion to publish the open position in Indeed, LinkedIn, TCOLE, TML, until the position is filled and publish for thirty days in the Wilson County News. This was seconded by Ald. Fillinger and passed unanimously.
 - c) Discussion and/or action on appointing an Interim City Administrator in accordance with Ordinance 2018-110. After some discussion, Ald. Coffindaffer made a motion to appoint citizen Melissa Hadley as Interim City Administrator. Ald. Fillinger asked if he had spoken with Mrs. Hadley. Ald. Coffindaffer said he had not yet. Ald. Tremblay stated she should be in attendance to accept the position. Ald. Fillinger reminded the mayor that a motion is on the table. Mayor Martinez asked for a second, but no one seconded the motion. Ald. Tremblay asked the mayor what it is that he needs help with since, as the acting City Administrator, he can assign a designee. Mayor Martinez said the biggest issue he struggles with is the HR side because things

have not been presented to him, things have gone around him, and it makes it appear that he is doing nothing and taking no action. Ald. Repino asked the mayor if he has made it known to employees that HR issues should be brought to him. Mayor Martinez stated that he should have reiterated the fact that, as acting City Administrator, things should funnel through him. Ald. Repino said that if it is made known that there is a specific person to go to for HR issues, the phone calls and conversations with Council members should stop. Ald. Coffindaffer made a motion to postpone this item until the next meeting on May 9, 2024.

Mayor Martinez called for an Executive Session at 7:06 p.m.

- d) Executive session to deliberate the appointment, employment, duties, discipline, or dismissal of Court Clerk Katherine Yelton pursuant to Texas Government Code section 551.074, Personnel Matters.

Mayor Martinez called the meeting back to order at 7:53 p.m.

- e) Discuss and/or possible action on the appointment, employment, duties, discipline, or dismissal of Court Clerk Katherine Yelton. Ald. Coffindaffer made a motion to hand the issue over to the mayor, which was seconded by Ald. Repino and passed unanimously.
6. Adjourn. Ald. Coffindaffer made a motion to adjourn at 7:54 p.m.

Passed and approved this 9th day of May 2024.



Michael Martinez, Mayor

ATTEST:



Delma Doyal, City Secretary