



CITY COUNCIL
City of McLendon-Chisholm, Texas
Meeting Minutes
January 23, 2018

The City Council of the City of McLendon-Chisholm convened in Regular Session on Tuesday, January 23, 2018, at City Hall, 1371 West FM 550, McLendon-Chisholm, Texas, with the following members present:

Robert Steinhagen	Mayor
Adrienne Balkum	Council Member
James Herren	Council Member
Wayne Orchard	Mayor Pro Tem, absent
Sim Woodham	Council Member
Scott Turnbull	Council Member

Staff Present:	David Butler	City Administrator
	Lisa Palomba	City Secretary
	Mike Coker	City Planner

1. Mayor Steinhagen called the meeting to order at 6:30 p.m.
2. Council Member Herren led the Pledge of Allegiance to the U.S. and Texas Flags. Council Member Balkum offered the Invocation.
3. Steinhagen read the Rules of Decorum and remarked they are to be observed throughout the meeting.
4. Citizens Comments. The following citizens spoke:

Robert Quinn, 1401 Corrona Drive, provided the following comments: At the last Council Meeting Wayne Orchard said that it is the same people that keep coming up. He made the excellent point of representing 2600 or so citizens. And we keep hearing from the council that they are supported by a silent majority of citizens. And that said population desires a volunteer only fire department. And so believe it or not, the council is mistaken about the public support of salaried fire service and knowing that Council Members Orchard and Turnbull must soon be going forth in only discussing a volunteer contract. Last Tuesday, I wrote a quick one word question survey and while I started on my own going door to door Tuesday night there were people asking what could they immediately do to help and so on Friday night I met with several other citizens of the City at the Sonic/Shell station there and these pedestrian polsters started going door to door to many neighborhoods. And the fine folks at Sonic agreed to let us set up a table for the next

afternoon from 2:30 to 5pm to take signatures. I'm sure that you probably all have seen the copy of the survey by now online if not in person. I tried to phrase the question as unbiased of terminology as I can and I have with me tonight some of the unfiltered results. Keeping in mind I barely had time to do data validation, I have 274 responses from city residents of which 262 indicate support for salaried fire fighters and 12 indicate support for the council's volunteer only plan. Clearly less than 10%. The results of the survey and my own discussions with my neighbors is clear we vastly prefer a fire department that is staffed by salary fire fighters so again we beseech this council to listen to the will of the people represent the citizens and our desire for paid fire service, salaried fire fighters, the same service we come to rely on these last 4 years remove the stipulation for contract negotiation must be volunteer only please. I hope we can go on from here to repair our community which has been grievously damaged by turning away bedrock principles I hope that Peter 3: 8-9 can remind us unity requires. Finally, all of you be like minded, be sympathetic, love one another, be compassionate and humble, do not repay evil with evil or repay insult with insult on the contrary repay evil with blessing because of this you were called so that you may inherit a blessing. I have some photo copies several of the survey sheets to leave with the City Secretary I don't know if I am allowed to bring it up there. All of these will be given to whoever our "negotiators" will be on Thursday.

Leticia Sorenson, 1061 Frontier Trail, commented regarding the poor road condition of Frontier Trail and noted that residents no longer receive mail service on their street and school busses will not drive down the street. She has spent thousands on repairs, renters do not want to pay for repairs. UPS and similar delivery services are a problem and she fears an ambulance may not be able to access homes especially in rainy conditions.

5. Mayfield Addition Final Plat, Discussion and action regarding the Mayfield Addition Final Plat consisting of a single lot, 4.47 acres, currently described as Tract 6 of the R Peckham Survey, also described as 1762 Connie Lane, requested by Aaron Mayfield. City Planner Mike Coker provided background regarding the case and delivered the staff report findings including: The subject property is a 4.474-acre tract of land located on the north side of Connie Lane. Connie Lane is located between Smith Road and Neal Road in the City of McLendon-Chisholm. The property has been recently acquired by the applicant and his family for the construction of a new single family detached home. The property is surrounded on three sides by residential and agricultural uses. The City Limits line is the center of Connie Lane. Connie Lane is a local street with an unspecified width at the subject property. The north side of Connie Lane is located within the City Limits, but the south side of Connie Lane is in the Extra Territorial Jurisdiction. The zoning district for the subject property is SF-5 requiring a minimum of five acres of land and minimum street frontage of 300 feet. The current acreage is less than the required five acres and the width is less than 300 feet, so the property owner applied for a variance to the size and width requirements. The Board of Adjustment approved both variances **subject to conditions: 1) That the property be platted in accordance with City Ordinances and 2) The Proposed house must be built in accordance with the site plan that accompanied the Board of Adjustment variance request.**

Conditions:

- **Compliance with the requirements of the Zoning Ordinance that regulates development of the property subject to the conditions required by the Board of Adjustment.**
- **Compliance with the Subdivision Regulations that regulate development of this property subject to the variances granted by the Board of Adjustment.**
- **Compliance with all engineering requirements and comments provided to the applicant or his representative by the City Engineer.**
- **Must submit a grading and drainage plan for review and approval by the city Engineer prior to issuance of a building permit.**
- **Fire access road must be approved by the Fire Chief prior to issuance of a building permit for construction of the house.**
- **Certificate language must comply with City of McLendon-Chisholm Code of Ordinances and reference Rockwall County.**

Coker indicated that staff and the Planning & Zoning Commission recommend approval of the final plat to create a single-family building site subject to the conditions listed in the staff and Board of Adjustment reports as listed above.

General discussion was held among Council Members. Discussion was held regarding the driveway requirements. Coker indicated the driveway surface, which is also the fire access road, must be able to support 75 thousand pounds, may be asphalt, concrete or crushed gravel and should be 20' wide and a hydrant may be required on the property if there is sufficient water supply to support a hydrant. **Council Member Herren moved to approve the Mayfield Addition Final Plat as recommended by P& Z Commission and subject to all conditions as listed in the staff report and above. Woodham provided a second to the motion.** Herren asked about maintaining the driveway for fire access. Coker indicated the local fire authority or the City Engineer has authority to inspect any emergency road. Woodham commented that only homeowners would be using the road. **A vote was cast and the motion carried with 4 in favor, 0 against (Orchard, absent)**

6. Code of Ordinance Review. Discussion and direction regarding street maintenance and repair and amending Section 10.02.011 of the city of McLendon-Chisholm Code of Ordinances concerning street alley and drainage maintenance and repair. City Planner Mike Coker addressed Council noting that the ordinances only effects new streets and allows the City to repair and assess roads if necessary noting the life of a new street is about 30 years. The ordinance will not help streets in a current state of disrepair. Balkum commented about the condition of Frontier trail and remarked that the postal service will not deliver on Frontier Trail. Turnbull asked if there is anything the City can do regarding private road repair noting that Frontier was built in 1982. Turnbull and Coker discussed having language in future developer's agreements regarding road maintenance. General discussion was held. No action was taken regarding the proposed ordinance.

7. City Secretary position. Discussion and action regarding changing the title of the City Secretary to Assistant City Administrator/City Secretary. Steinhagen remarked that changing the position title is part of the transition process as City Administrator Dave Butler prepares to retire. Steinhagen remarked further than when the current City Secretary, Lisa Palomba, was hired, one consideration in the decision to hire her was she had the experience, expertise and knowledge level that would allow her to transition from a City Secretary to a City Administrator/City Secretary position as needed. Butler is assisting with the transition and knowledge transfer process. Steinhagen remarked that Palomba is moving quite well in the direction of Assistant City Administrator, the title more accurately reflects her job duties, allows her to discuss City matters with other city administrators as an equal and reflects the intent of moving her into the City Administrator position when appropriate. Steinhagen noted a pay raise is not included as part of the title change. **Council Turnbull moved to change Palomba's title from City Secretary to Assistant City Administrator/City Secretary. Council Member Balkum provided a second to the motion.** Turnbull provided positive comments and indicated the change is appropriate. Balkum concurred. Herren remarked it makes sense to have two people able to perform the same duties in the event one person is incapacitated or away from the City and it would be prudent when Palomba moves to the City Administrator position to have the next person also serve as City Secretary/Assistant City Administrator. Steinhagen remarked that Palomba can serve as the future City Administrator and City Secretary and hire an assistant. It would save the City money and she can do both jobs but discussion and assessment are ongoing. Herren commented it may be too much for one person to do two jobs so we may need two full time positions. Butler provided positive comments regarding Palomba's performance levels and indicated he is providing historical knowledge and she should be well prepared when he retires to assume the City Administrator position. Steinhagen mentioned that Butler currently serves as the City's Code Enforcement Officer, so the City will need to look at alternatives to provide that service. If Palomba does perform two functions eventually as City Administrator/City Secretary, her time will not be well spent performing code enforcement duties. Butler mentioned the current Building Official may be interested in providing code enforcement services in the future. Steinhagen called for a vote on the title change. **The motion to approve Palomba's title change from City Secretary to Assistant City Administrator/City Secretary carried with 4 in favor, 0 against (Orchard, absent).**

8. Emergency Services.

a. Discussion regarding Rockwall County EMS proposal for a fully equipped Quick Response Vehicle manned by a certified paramedic to be stationed at City Hall 24/7.

Council Member Herren delivered a presentation regarding emergency services including: review of citizen comments and concerns; McLendon-Chisholm too small for a paid and manned fire service; MCVFD call reports inconsistent with Sheriff's report; breakdown of emergency calls responded to by MCVFD with EMS and rescue being the largest at 53%; City budgeted for fire department protection with the following services including EMS 53%, Fire Protection 29% (includes fire, false alarms, good intent), other services 18% (general, weather, hazards) and Fire protection and arson investigation less than 1%; MCVFD plan to provide same level of support to unincorporated area of the fire

district and personnel can only provide basic life support services; the City of McLendon-Chisholm is only 1/3 of Fire District 22, over 2/3 is in the unincorporated area; population and rooftops approximately equal; Rockwall County provides \$67,000 annually to provide service in unincorporated and MCVFD charged the City \$320,000 and then used city funded personnel to provide services outside the City. Herron continued discussion including response time for EMS services, ambulance staffing; Medic 80 staffing; possibility of placing full-time EMS personnel in the City of McLendon-Chisholm with advanced life support capability and improved response times and a comparison of MCVFD only services and MCVFD and McLendon-Chisholm EMS service. Herren closed his presentation noting the City's emergency call numbers clearly show that the City does not need a paid and manned fire service. \$329,000 funds true premium 24/7 emergency medical services and MCVFD Volunteer Fire services to meet the city's needs.

Council discussion regarding the presentation ensued including comments regarding MCVFD not having advanced life support capabilities; current population estimates; Medic 80 capabilities and experience levels; ongoing discussion regarding Medic 80, 24/7, 365-day service; funding; housing of personnel and equipment; response times reduced 4-6 minutes; merely investigating possibilities at this time of how best to serve citizens. No action was taken on Item 8a.

8b. Discussion regarding recent news coverage, rumors, misinformation and related items regarding emergency services for the City. Steinhagen briefly addressed recent news coverage regarding the City and MCVFD. Steinhagen was interviewed by a Channel 8 reporter and the reporter informed Steinhagen that Chief Jones suggested the MCVFD may stop servicing the City. This was news to the City. Steinhagen remarked about the decision for he and Chief Jones to step away from MCVFD negotiations to lower the discord in the negotiation process. In a previous Council Meeting Council Member Turnbull and Mayor Pro Tem Orchard were given absolute ability and authority to negotiate without having to obtain Council approval regarding fire department matters. Two members of MCVFD, other than Chief Jones were to represent on MCVFD's behalf. Steinhagen noted that MCVFD has chosen two people who are not regular members of MCVFD to negotiate on behalf of MCVFD and those representatives will then caucus with MCVFD members. Steinhagen asked if there are any objections regarding the change in plans for such negotiations. Brief discussion was held but no objections were heard.

8c. Discussion and action regarding upcoming contract negotiations with McLendon-Chisholm Volunteer Fire Department (MCVFD) leadership for all-volunteer fire services.

Council Member Turnbull explained negotiations with MCVFD are to commence Thursday evening. Herren commented he is glad we are negotiating.

8d. Discussion and action to establish an Ad Hoc, temporary, citizens committee for future Emergency Services for the City including establishing a purpose and goals for such committee. Turnbull, seconded by Herren, move to establish an Ad Hoc, temporary,

citizens committee for future Emergency Services for the City including establishing a purpose and goals for such committee. A vote was cast and the motion carried with 4 in favor, 0 against (Orchard, absent)

8d1. Discussion and action to appoint Council Member Balkum as the Chairperson of an Ad Hoc Emergency Services Citizens Committee. Herren, seconded by Turnbull moved to appoint Council Member Balkum as the Chairperson of an Ad Hoc Emergency Services Citizens Committee. No discussion was held. A vote was cast and the motion carried with 4 in favor, 0 against (Orchard, absent).

8d2. Discussion and action authorizing the City Secretary to provide Chairperson Balkum with the list of citizens and contact information who have expressed an interest in volunteering to serve on the committee. Herron moved to authorize the City Secretary to provide Chairperson Balkum with the list of citizens and contact information who have expressed an interest in volunteering to serve on the committee. Turnbull seconded the motion. A vote was cast and the motion carried with 4 in favor, 0 against (Orchard, absent).

8d3. Discussion and action authorizing the Chairperson Balkum to assemble a list of nominees for appointments to the committee for consideration and vote of the City Council. Turnbull, seconded by Herren, moved to authorize Chairperson Balkum to assemble a list of nominees for appointments to the committee for consideration and vote of the City Council. A vote was cast and the motion carried with 4 in favor, 0 against (Orchard, absent)

8d4. Discussion and action authorizing \$5,000 in funding to the Emergency Services Citizens Committee to fulfill its purpose. Turnbull moved to approve authorizing \$5,000 in funds for the committee to fulfill its purpose. Woodham seconded the motion. Turnbull indicated that even though the amount is reasonable to use for this purpose. Balkum indicated that she may not need all the funds. A vote was cast and the motion carried with 4 in favor, 0 opposed (Orchard, absent).

Mayor Steinhagen recessed the meeting at 8:27 p.m.

The meeting was reconvened at 8:49 p.m.

9. Citizen Survey – Discussion regarding status and Citizen Survey closing date of February 12, 2018. Steinhagen reminded the public of the ongoing Citizen Survey and noted the close date of February 12, 2018. Reminder postcards have been mailed.

10. Council Member Reports and Announcements

- a. Mayor's Report and Announcements. No additional comments provided.
- b. Mayor Pro Tem Orchard – Fire Protection Services. No additional comments provided.
- c. Council Member Turnbull – Budget, Finance and Investment. Palomba provided a summary of the first quarter Investment Report.
- d. Council Member Herren – Roads and Transportation. Herron summarized the Transportation Update provided at the last P&Z Meeting by John Polster and reviewed critical

project dates and discussed that the City needs to provide feedback to TxDOT regarding needed turn lanes.

e. Council Member Woodham – Code of Ordinance Updates. No updates provided.

f. Council Member Balkum – Communications and Community Engagement. Balkum commented regarding Coffee Chats with Council Members scheduled for February, the introduction of Motivational Mondays and demonstrated ongoing website improvements.

11. Approval of City Council Meeting Minutes – Discussion and action regarding consideration of the Minutes from the December 4, 2017 Special City Council Meeting and December 12, 2017 Regular City Council Meeting. Balkum requested postponing consideration of the Minutes until the following meeting.

12. Calling a General Election to be held on May 5, 2018 – Discussion and action regarding a Resolution 2018-01 approving an Order Calling a General election to be held on May 5, 2018 for the purpose of electing a Mayor and two Council Members (Place 2 and Place 4) for two-year terms. **Turnbull moved to approve the resolution, seconded by Balkum. A vote was cast and the motion carried unanimously.**

13. Executive Session. Executive Session was not held.

14. Reconvene Regular Meeting. Not applicable.

15. Executive Session Items. Not applicable.

16. Council Member Turnbull, seconded by Council Member Herren, moved to adjourn the meeting. The motion carried by unanimous consent. The meeting adjourned at 9:15 p.m.

APPROVED:



Robert Steinhagen, Mayor

ATTEST:



Lisa Palomba, City Secretary

