MINUTES
of the
KEENE CITY COUNCIL

THURSDAY, FEBRUARY 28, 2019

PRESENT: Mayor Gary Heinrich, James Belz, Lisa Parrish, Robert Cooper, Rob Foster, Cheryl Schram, and Gwen Beeson.

ABSENT: None

CALLED TO ORDER: Called the Regular meeting to order at 6:00 p.m.

Invocation & Pledge of Allegiance & Texas Pledge – Gwen Beeson

1. Public Comments:
   Carmen Curubo, 212 S College Dr., Keene came forward. Ms. Curubo asked about the procedures for getting a digital sign for their church and how long it takes to get a special use permit.

   Don Martin came forward and explained the process and that currently he is waiting on plans from the contractor for review. Once reviewed, the plans can move forward to the Planning and Zoning Commission for a special use permit.

   Paul Gnadt with the Keene Chamber of Commerce came forward. Mr. Gnadt thanked the Keene Economic Boards for their donations to the Expo. It was a good event and was happy to see so many city representatives.

   Bonnie Thomas, 307 E Hwy 67, Keene came forward. Ms. Thomas expressed her concern that her water has been turned off due to required improvements that need to be done and lack of certificate of occupancy. Ms. Thomas asked for assistance from Council to get her water turned back on and would like to have her case heard again regarding her property.

2. Mayor’s Comments:

   No comments.

3. Discussion and possible action regarding an interlocal agreement between the North Central Texas Emergency Communications District and the City of Keene, Texas for Regional 9-1-1 Services.
Chief Emmitt Jackson came forward to explain the agreement. The North Central Texas Emergency Communications District is the regional emergency communications district in which the City of Keene falls. The City of Keene operates a Public Safety Answering Point which was established when the City began operations of internal 9-1-1 call answering and dispatch functions. This system was maintained when the City outsourced dispatch functions to the Johnson County Sheriff’s Office which already operated its own PSAP. The PSAP was maintained in the City so that dispatch functions, if ever needed, could be reactivated without having to re-establish a PSAP. This interlocal agreement establishes the responsibilities of the City while the PSAP is maintained. 9-1-1 equipment is maintained in a secured location within the police department though it is currently unused.

James Belz asked what is left of the system.

Chief Jackson stated the console remains and is currently dormant. If we’re to bring dispatch back, the system would need to be upgraded.

James Belz asked about training and insurance. Chief Jackson stated that currently there is insurance on it. Training is only needed if you are using the Telecommunicator. We do not currently have a telecommunicator.

James Belz asked if we carried insurance before.

Chief Jackson stated yes.

James Belz asked if we would be in violation without training.

Chief Jackson stated no.

Robert Cooper made a motion to approve the interlocal agreement between the North Central Texas Emergency Communications District and the City of Keene, Texas for Regional 9-1-1 Service. Seconded by Gwen Beeson. The motion carried unanimously, 6-0-0.

4. Discussion and possible action regarding the purchase of Cardinal MobileCite and Badge annual license.
Chief Jackson explained that the previous Council approved $70,000 for the transition from Cardinal to OSSI. We currently use Cardinal Tracking software for its CAD/RMS and citation writing needs. The department is currently transitioning to Central Square’s OSSI software. We still have a need both for investigations and open records purposes to have access to the Cardinal Badge database where police incident reports and accident reports are stored. Additionally, because Cardinal is the current provider of citation writing software, the KPD will be left with no ability to issue electronic citations without an alternative product. We have researched a transition to Tyler Technologies which is the current software for municipal court and have found that the cost to implement 4 hand-held ticket writers is $19,601. The annual cost to maintain a single Badge read-only license is $570.60, and the annual cost to maintain licenses for the MobileCite software that is currently in KPD vehicles is $2,818.80. The total cost of maintaining these two Cardinal products for one year is $3,389.40.

Mayor Heinrich asked what the summation is.

Chief Jackson stated the first quote is for the MobileCite software, the second is the vehicle licenses. Court’s side comes to roughly $840.60. Court was mistakenly left out of the report.

Rob Foster asked why we wouldn’t stay.

Chief Jackson explained that currently with IT issues, we must call three different companies to fix one problem. Also, the amount they are asking for is $42,000 to migrate it.

Gwen Beeson asked on digital ticket writing if the information is automatically downloaded.

Chief Jackson stated yes.

Lisa Parrish asked if the officers can hand write the tickets and save money.

Chief Jackson stated yes. However, the manpower it takes to get the tickets entered into the system both for tracking purposes and court it saves.

**Cheryl Schram made a motion to approve to purchase Cardinal MobileCite and Badge for the annual license including the Court software. Seconded by Rob Foster. The motion carried unanimously, 6-0-0.**
5. Discussion and possible action regarding an amendment to the interlocal agreement between Johnson County and City of Keene regarding jurisdiction of plat approval in the City’s Extraterritorial Jurisdiction.

Don Martin came forward and explained the process of current plat approval. With the new annexation laws this makes sense.

**James Belz made a motion to approve the amendment to the interlocal agreement between Johnson County and City of Keene regarding jurisdiction of plat approval in the City’s Extraterritorial Jurisdiction. Seconded by Lisa Parrish. The motion carried unanimously, 6-0-0.**

6. Discussion and possible action regarding investment accounts.

Cheryl Estes came forward regarding the investment accounts interest rate. Emails between Amy Lingo indicate that 2.4% is agreed upon and that the rate is subject to change with the market. However, that communication is confusing and currently our interest is 0.20%. The Type A and Type B Boards are currently receiving 1.75%. The rate has never been changed.

Amy Lingo came forward and explained that she was waiting on Cheryl’s response. The bank offers the City many other services. With Logic, the rates will change daily with the market. With Pinnacle they will not.

Brian LaBorde suggested that this item be tabled.

**Cheryl Schram made a motion to table Item 6 until further information can be gathered. Seconded by James Belz. The motion carried 5-1-0. Robert Cooper against.**

Rob Foster asked what our interest rate was currently.

Cheryl Estes stated 0.55%.

7. Department Reports:

Public Works. Andy Wolfe gave a power point presentation. Jared Smith has been hired as a Crew Leader.

Mayor Heinrich stated a complement received regarding filling the potholes on Fourth and Old Mansfield Rd.
Andy Wolfe continued his report. Westhill Construction is handling the larger jobs that take more time.

Cheryl Schram requested that the crews clean up College before Homecoming Week.

Andy Wolfe stated that he will get that taken care of.

Rob Foster asked if the sample stations are in someone’s yard.

Andy Wolfe stated that one is in someone’s yard but is in the process of being moved toward the roadway. Mr. Wolfe finished his report with miscellaneous repairs done at the Animal Shelter.

Lisa Parrish asked if Mr. Wolfe would label the names on the presentations.

Police: Chief Emmitt Jackson gave a power point presentation. Chief Jackson covered number of arrests and the categories of the arrests compared month to month and year to date. Chief Jackson concluded with the training opportunities that the officers have attended.

Fire: Chief Dan Warner gave a power point presentation. Chief Warner covered the category of calls Fire and Rescue responded to with the amount of calls compared month to month and year to date.

Rob Foster asked what the average response time is.

Chief Warner stated that it depends where the call is. However, locally it is averaging 3-5 minutes. Outside of our area it can be up to 15 minutes. Chief Warner continued with his report with the number of transports that were made with the revenue amounts for those transports. Chief Warner concluded with projects that his department is working including the EMS Study which he plans to bring back to council. Working with contractors to receive bids for the parking lot and shorelines for the vehicles.

James Belz asked for the size of parking lot and the amount of the bids coming in.

Chief Warner stated four parking spaces with a $20,000 budget. All bids that have been received have been slightly over that amount. We are looking to reduce the parking to three.

James Belz asked if that included the retaining wall.
Chief Warner stated no. We are looking at curb stops instead to reduce the amount.

Lisa Parrish asked if the Chief can bring us the lowest bid and we try and get the remaining balance.

Mayor Heinrich stated that would be up to the City Manager.

Gwen Beeson asked about the collections for transport. They seem higher than last month.

Chief Warner stated that the collections for January are usually low due to deductibles and insurance. Once the deductibles are met, the collections become higher.

Gwen Beeson clarified that the numbers provided is the amount that was collected.

Mayor Heinrich asked how much was billed.

Chief Warner stated that he doesn’t have those numbers with him. He will provide those in his next report though.

Planning & Development: Don Martin gave a power point and presentation. Don Martin went over the number of permits and the type of permits that were issued compared month to month and year to date. Don Martin concluded with the CIP projects. Shady Oak is very close to being completed and is in clean up stage. The Oakwood project is complete.

Mayor Heinrich asked if the area on the Oakwood project will be grass seeded.

Andy Wolfe stated that it is an access easement, so it will not be grass seeded but it will be maintained.

Mayor Heinrich asked why we use O’Reilly’s Auto Parts versus 4M Wholesale.

Ken Campbell stated that O’Reilly offers a better discount than 4M.

Rob Foster stated that there is not that much difference between the two in prices.

Code Enforcement: Christina Austin gave the power point and presentation for Code Enforcement. Christina Austin went over the violations that she sent letters out for comparing the numbers month to month.
8. PUBLIC HEARING. Consideration and possible action to Amend Article VII. Off Street Parking and Loading Requirements. Title VII. Traffic Code.

Mayor Heinrich opened the public hearing at 7:19 pm.

Don Martin explained the current ordinance and the changes that are being requested. The main change being requested is being able to park their vehicles in the grass for the purpose of selling their vehicles. The new changes will allow that but only with a permit twice a year for 30 days each. This will help staff keep track and enforce the ordinance.

Billie Hopps with the Planning and Zoning Commission came forward. Ms. Hopps explained their decision to deny this request. This ordinance was created to protect our property and the value of that property.

Karl Konrad with the Planning and Zoning Commission came forward. Mr. Konrad explained that by allowing this will open up a can of worms as to why one property owner can and why the other cannot.

Christina Austin stated that if you would like to sell your vehicle it must be parked in your driveway.

Bonnie Thomas came forward and stated that property rights trump city ordinances. Municipal ordinances mean nothing.

Christina Austin stated that municipal ordinances do not trump state law or legislation, but they are more restrictive based on the community.

Ray Johnson came forward to complain about the cars that sit for months on the street.

Mayor Heinrich stated that as long as the cars are licensed, they are fine to sit in the street appropriately parked. Mayor Heinrich closed the public hearing at 7:39 PM.

9. Discussion and possible action to amend Article VII. Off Street Parking and Loading Requirements. Title VII. Traffic Code.

Robert Cooper made a motion to deny the amendment. Seconded by Cheryl Schram. The motion carried 4-1-1. Rob Foster against. Lisa Parrish abstained.

10. City Manager's Report:
Brian LaBorde updated Council on the street lights on Dorothy and Hyline area where we are looking at six lights. Shady Oak ribbon cutting will be scheduled once it is fully completed and cleaned up.

11. Discussion and requests for future items on the agenda.

   No requests.

12. Adjourn.

   Meeting adjourned at 7:42 PM

   Mayor, Gary Heinrich

   City Secretary, Holly Owens TRMC