

**CITY OF COPPERAS COVE  
CITY COUNCIL REGULAR MEETING MINUTES  
June 1, 2010 – 7:00 P.M.**

**A. CALL TO ORDER**

Mayor John Hull called the regular meeting of the City Council of the City of Copperas Cove Texas to order at 7:00 p.m.

**B. INVOCATION AND PLEDGE OF ALLEGIANCE**

Rev. Jody Jones, Robertson Baptist Church, gave the Invocation and Mayor Hull led the Pledge of Allegiance.

**C. ROLL CALL**

John Hull  
Cheryl L. Meredith  
Charlie D. Youngs  
Chuck Downard - Absent  
Danny Palmer  
Bill L. Stephens  
Frank Seffrood

**ALSO PRESENT**

Andrea M. Gardner, City Manager  
Charles E. Zech, City Attorney  
Stefanie Brown, Deputy City Secretary

**D. ANNOUNCEMENTS**

Council Member Seffrood thanked everyone who paid tribute to our fallen soldiers over the Memorial Day weekend.

Council Member Palmer reminded citizens that the City swimming pools are now open for the summer.

City Manager Gardner informed the Council that the City received their bond report from Moody's and the City had an upgrade from an A1 to an Aa3. Ms. Gardner thanked staff for making the upgrade possible.

**E. PUBLIC RECOGNITION**

1. Recognition and farewell to outgoing Council Members. ***John Hull, Mayor***

Mayor John Hull thanked Chuck Downard, Position 3, and Bill L. Stephens, Position 5, for their service to the City and wished them the best.

2. Oath of Office. ***F. W. "Bill" Price, Municipal Court Judge***

F.W. "Bill" Price, Municipal Court Judge, administered the Oath of Office to Gary L. Kent, Council Member Position 3; Danny Palmer, Council Member Position 4; and Kenn Smith, Council Member Position 5.

3. Outgoing Unity Committee Members. ***Andrea M. Gardner, City Manager***

Andrea M. Gardner, City Manager presented the following outgoing Unity Committee Members with a certificate and Unity pin:

- Joseph Pace, Chairman – Municipal Court Administrator
- Carroll Merrell, Member – Utility Dept. Meter Reader/Service Tech.
- Ernest Wilkins, Member – Drainage Dept. Laborer
- Kevin Keller, Member – Police Dept. Corporal
- Calvin Aplaca, Member – Sewer Collection Assistant Supervisor

**F. CITIZENS' FORUM – None.**

**G. CONSENT ITEMS**

1. Consideration and action on approving the minutes from the workshop council meeting on May 18, 2010. **Jane Lees, City Secretary**

2. Consideration and action on approving the minutes from the regular council meeting on May 18, 2010. **Jane Lees, City Secretary**

3. Consideration and action on approving the minutes from the special council meeting on May 24, 2010. **Jane Lees, City Secretary**

Council Member Palmer made a motion to approve G-1, G-2, and G-3 as presented. Council Member Smith seconded the motion, and with a unanimous vote, motion carried.

**H. PUBLIC HEARINGS/ACTION**

1. Public hearing on an ordinance amending the 2009-10 fiscal year budget for the City of Copperas Cove. **Andrea M. Gardner, City Manager**

Andrea M. Gardner, City Manager, gave an overview of agenda item H-1.

Mayor Hull opened the public hearing at 7:24 p.m.

Speaking for: None.

Speaking Against: None.

Mayor Hull closed the public hearing at 7:27 p.m.

No action was taken.

**I. ACTION ITEMS**

1. Consideration and action on the appointment of a mayor pro tem to serve for a period of one (1) year and who shall act as mayor during the absence or disability of the mayor. **Stefanie Brown, Deputy City Secretary**

Mayor John Hull gave an overview of agenda item I-1 and nominated Frank Seffrood, Position 7, to serve as Mayor Pro Tem.

Council Member Youngs made a motion to appoint Frank Seffrood, Position 7, as Mayor Pro Tem to serve for a period of one (1) year and who shall act as Mayor during the absence or disability of the Mayor. Council Member Kent seconded the motion, and with a unanimous vote, motion carried.

2. Consideration and action on granting Council Member Frank Seffrood, Position 7, an excused absence from a regular council meeting. **Stefanie Brown, Deputy City Secretary**

Mayor John Hull gave an overview of agenda item I-2.

Council Member Kent made a motion to grant Council Member Frank Seffrood, Position 7, an excused absence from the next regular scheduled council meeting. Council Member Meredith seconded the motion, and with a unanimous vote, motion carried.

3. Discussion on Fiscal Year 2010-11 Budget Calendar to include the dates established for budget workshops and the required public hearings per the City Charter and/or State Law. **Andrea M. Gardner, City Manager**

Andrea M. Gardner, City Manager, gave an overview of agenda item I-3.

After discussion, the council concurred to use the Fiscal Year 2010-11 Budget Calendar as presented.

4. Consideration and action on an ordinance amending Personnel Policy No. 510, Family and Medical Leave. **Kelli Sames, Human Resources Director**

Kelli Sames, Human Resources Director, gave an overview of agenda item I-4.

Council Member Meredith made a motion to approve Ordinance No. 2010-26 as presented. Council Member Seffrood seconded the motion, and with a unanimous vote, motion carried.

The ordinance caption is as follows:

#### **ORDINANCE NO. 2010-26**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF COPPERAS COVE, TEXAS, APPROVING THE ATTACHED PERSONNEL POLICIES AND PROCEDURES OF THE CITY OF COPPERAS COVE BY REPEALING THE CURRENT PERSONNEL POLICY, NO. 510, (FAMILY AND MEDICAL LEAVE ACT) AND REPLACING THE EXISTING POLICY WITH A REVISED PERSONNEL POLICY, NO. 510, (FAMILY AND MEDICAL LEAVE ACT) AND RATIFYING THE REMAINING SECTIONS OF THE PERSONNEL POLICIES AND PROCEDURES MANUAL; AND DECLARING AN EFFECTIVE DATE.**

5. Consideration and action on appointments to the Board of Adjustment. **Wesley Wright, P.E., City Engineer**

Wesley Wright, City Engineer, gave an overview of agenda item I-5.

After a brief discussion among the Council and City Attorney, it was decided that each council member would have the opportunity to nominate an individual for each position to be filled. An individual receiving four or more nominations would be appointed to the position. These positions are to serve on the Board of Adjustment for a period of two (2) years starting July 1, 2010 and ending June 30, 2012.

Nominations for Position 2 were as follows:

Frank Seffrood	James Morival
Kenn Smith	Jack Widup
Danny Palmer	James Morival
Gary L. Kent	James Morival
Charlie D. Youngs	Gilbert Hancock
Cheryl L. Meredith	James Morival

James Morival was appointed to Position 2, having received 4 nominations.

Nominations for Position 4 were as follows:

Cheryl L. Meredith	Jack Widup
Charlie D. Youngs	Frank Somera
Gary L. Kent	Frank Somera
Danny Palmer	Frank Somera
Kenn Smith	Frank Somera
Frank Seffrood	Frank Somera

Frank Somera was appointed to Position 4, having received 5 nominations.

Nominations for Alternate Position 1 were as follows:

Frank Seffrood	Annabelle Smith
Kenn Smith	Annabelle Smith
Danny Palmer	Annabelle Smith
Gary L. Kent	Annabelle Smith
Charlie D. Youngs	Bill Stephens
Cheryl L. Meredith	Annabelle Smith

Annabelle Smith was appointed to Alternate Position 1, having received 5 nominations.

Nominations for Alternate Position 2 were as follows:

Kenn Smith	Gilbert Hancock
Danny Palmer	Bill Stephens
Gary L. Kent	Gilbert Hancock
Charlie D. Youngs	Gilbert Hancock
Cheryl L. Meredith	Gilbert Hancock
Frank Seffrood	Gilbert Hancock

Gilbert Hancock was appointed to Alternate Position 2, having received 5 nominations.

6. Consideration and action on appointments to the Planning and Zoning Commission. **Wesley Wright, P.E., City Engineer**

Wesley Wright, City Engineer, gave an overview of agenda item I-6.

After a brief discussion among the Council and City Attorney, it was decided that each council member would have the opportunity to nominate an individual for each position to be filled. An individual receiving four or more nominations would be appointed to the position. These positions are to serve on the Planning and Zoning Commission for a period of three (3) years starting July 1, 2010 and ending June 30, 2013.

Nominations for Position 3 were as follows:

Charlie D. Youngs	Melinda Montoya
Gary L. Kent	James Stockman
Danny Palmer	James Stockman
Kenn Smith	James Stockman
Frank Seffrood	Melinda Montoya
Cheryl L. Meredith	Melinda Montoya
John Hull	James Stockman

James Stockman was appointed to Position 3, having received 4 nominations.

Nominations for Position 4 were as follows:

Gary L. Kent	Jack Widup
Danny Palmer	Jack Widup
Kenn Smith	Jack Widup
Frank Seffrood	Bill Stephens
Cheryl L. Meredith	Jack Widup
Charlie D. Youngs	Jack Widup

Jack Widup was appointed to Position 4, having received 5 nominations.

Nominations for Position 5 were as follows:

Danny Palmer	Bill Stephens
Kenn Smith	Bill Stephens
Frank Seffrood	Bill Stephens
Cheryl L. Meredith	Bill Stephens
Charlie D. Youngs	Melinda Montoya
Gary L. Kent	Bill Stephens

Bill Stephens was appointed to Position 5, having received 5 nominations.

7. Consideration and action on authorizing the City Manager to execute an agreement between the City of Copperas Cove and Sunbelt Industrial Services Inc. for professional services to perform continuous coring and the installation of three piezometers to provide additional site characterization for the landfill groundwater

monitoring plan as suggested by the Texas Commission on Environmental Quality (TCEQ). **Michael Mundell, Superintendent of Solid Waste**

Michael Mundell, Superintendent of Solid Waste, gave an overview of agenda item I-7.

Council Member Palmer made a motion to authorizing the City Manager to execute an agreement between the City of Copperas Cove and Sunbelt Industrial Services Inc. for professional services to perform continuous coring and the installation of three piezometers to provide additional site characterization for the landfill groundwater monitoring plan as suggested by the Texas Commission on Environmental Quality (TCEQ). Council Member Meredith seconded the motion, and with a unanimous vote, motion carried.

8. Consideration and action on authorizing the City Manager to execute an agreement between the City of Copperas Cove and Hearn Engineering, Inc for professional services to survey and mark the locations for the installation of three piezometers and four permanent gas monitoring probes to provide additional site characterization for the landfill groundwater monitoring plan and the future installation of four permanent gas monitoring probes as suggested by the Texas Commission on Environmental Quality (TCEQ). **Michael Mundell, Superintendent of Solid Waste**

Michael Mundell, Superintendent of Solid Waste, gave an overview of agenda item I-8.

Council Member Meredith made a motion to authorizing the City Manager to execute an agreement between the City of Copperas Cove and Hearn Engineering, Inc for professional services to survey and mark the locations for the installation of three piezometers and four permanent gas monitoring probes to provide additional site characterization for the landfill groundwater monitoring plan and the future installation of four permanent gas monitoring probes as suggested by the Texas Commission on Environmental Quality (TCEQ). Council Member Kent seconded the motion, and with a unanimous vote, motion carried.

9. Consideration and action authorizing the submittal of an application for a grant through the Texas Forest Service for new air packs, bunker gear, and training. **Mike Baker, Fire Chief**

Mike Baker, Fire Chief, gave an overview of agenda item I-9.

Council Member Palmer made a motion to approve agenda item I-9 as presented. Council Member Smith seconded the motion, and with a unanimous vote, motion carried.

- J. REPORTS FROM OUTSIDE ENTITIES, ADVISORY COMMITTEES AND BOARDS – None.**
- K. ITEMS FOR FUTURE AGENDAS – None.**
- L. EXECUTIVE SESSION – None.**
- M. RECONVENE INTO OPEN SESSION FOR POSSIBLE ACTION RESULTING FROM ANY ITEMS POSTED AND LEGALLY DISCUSSED IN EXECUTIVE SESSION**
- N. ADJOURNMENT**

There being no further business, Mayor Hull adjourned the meeting at 7:58 p.m.

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John Hull, Mayor

**ATTEST:**

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Stefanie Brown, Deputy City Secretary