

Minutes of Shamrock City Council Regular Meeting
Monday, June 17, 2024, at 6:00 p.m.
In the City Hall
305 N Main St,
Shamrock, Texas 79079

Council Present:

~~Mayor Lynn Ramsey~~
~~Mayor Pro Tem Scott Barefoot~~
Mickey Mitchell
Russell Killingsworth
~~Joe Bob Kinnaman~~
Jeanne Crosland

Others Present:

Troy Potts
April Lilly
Crystal Hermesmeier

Others Present:

Taire Knight Ferguson
Joe McQuay

Mayor Lynn Ramsey, Pro-Tem Scott Barefoot and Council Member Joe Bob Kinnaman were not in attendance.

Item 01

Call to Order: Council Member Mitchell

- A. **Invocation:** Manager Potts
- B. **Pledge of Allegiance:** All in Attendance
- C. **Roll Call:** by Secretary Lilly
- D. **Determination of Quorum:** At 6:00p.m. determination was made by Council Member Mitchell with 3 Council Members in attendance.

Item 02

Forum for Public Comment:

At this time, the council welcomes input from the community. Any person with business before the council not scheduled on the agenda may address the council. No formal action or questions can be taken on these items at the meeting per Texas Opening Meetings Act. A time limit of three (3) minutes will be allowed by the council.

No One Signed Up to Speak

Item 03

Consent Agenda:

- A. **Approve Minutes**
- B. **Financial Matters: Approval of the Statement of Revenues & Expenditures and Accounts Payable Check Register:** Discussion over Account 15 Bonded Debt, it's an old account used for past project, not currently in use.
- C. **Budget Adjustments/Amendment:** Sewer Improvement Fund and Water Project Bond 1, budget adjustments to reflect the EDA and USDA Grant Reimbursements, with budget line-item allocation of funds.

Council Member Killingsworth made a motion to accept the Financials as presented and 2nd by Council Member Crossland 3-2

Item 04

Discuss and Act on Proclamation naming Shamrock as a Purple Heart City

City Manager Potts introduced to the Council, Mr. Joe McQuay, and invited him up to speak. Mr. McQuay informed all in attendance about the work at the Veteran Memorial Park on Main Street. He stated that the request to name City of Shamrock as a Purple Heart City, would set a precedence that Shamrock is a place that can be a Veteran's Safe Haven

and bring additional support from the community that brings Veterans together.

Council Member Killingsworth made a motion to Act on the Proclamation naming City of Shamrock as a Purple Heart City and 2nd by Council Member Crossland 3-2

Item 05

Discuss and Act on Request from Guardians of the Children to use Elmore Park beginning November 25, 2024 for toy donations

City Manager Potts introduced to the Council, Taire Knight Ferguson. Mrs. Ferguson spoke as a representative of the Guardians of the Children (GOC). She stated that this is a Club of Volunteers that work together in standing up against abuse of children. She explained to all in attendance several examples on how they've helped families in need. She then requested from the Shamrock City Council the use of Elmore Park as a location for Fundraiser for the GOC beginning November 25, 2024.

Council Member Crossland made a motion to Act and give permission to the Guardians of the Children to use Elmore Park starting November 25, 2024 and 2nd by Council Member Killingsworth 3-2

Item 06

Discuss and Act on Tax Deeds conveying properties within the city:

- **Property ID 2148/ 400 N Houston**
- **Property ID 2477/ 100 N Nebraska**

City Manager Potts discussed in detail the Tax Deeds that were listed, and that the City could benefit from these properties going back on the tax roll.

Council Member Killingsworth made a motion to Accept these Tax Deeds as Presented and 2nd by Council Member Crossland 3-2

Item 07

Discuss and Act on Resolution #061724 authorizing the City Manager to be the Designated Investment Officer for the City of Shamrock

City Manager Potts informed all that were in attendance of the annual renewal on the legal requirement, that the council officially select an investment officer, to represent the city and its financial matters.

Council Member Killingsworth made a motion to Act on Resolution #061724 Authorizing the City Manager as the Designated Investment Officer for the City of Shamrock and 2nd by Council Member Crossland 3-2

Item 08

Discuss and Act on Resolution #061724-1 authorizing the Execution of Loan Documents for the Letter of Credit to TCEQ

City Manager Potts informed the Council that this is a requirement from TCEQ to annually renew this Letter of Credit, to have on file to access if needed. This resolution authorizes Happy/Centennial to

create the Loan Documents and allow the City to pay 1% in fees.

Council Member Crossland made a motion to Act on Resolution #061724-1 authorizing the Execution of Loan Documents for the Letter of Credit to TCEQ and 2nd by Council Member Killingsworth 3-2

Item 09

Discuss and Act on Resolution #061724-2 renewing the Revolving Line of Credit from Happy/Centennial Bank

City Manager Potts informed the Council that this Resolution will give permission for the renewal on the annual Line of Credit at Happy/Centennial, making additional funds available for the City if a reason arises throughout the year.

Council Member Killingsworth made a motion to Act on Resolution #061724-2 renewing the Revolving Line of Credit from Happy/Centennial Bank and 2nd by Council Member Crossland 3-2

Item 10

Discuss and Act on recommendation form OJD Engineering to award Seal Coat Paving Project to Bryers Paving in the amount of \$53,000.40

Discussion about this type of Seal Coat from City Manager Potts to the Council, that Bryers paving was the low bid, from 3 bids received and recommended this Contractor to the Council. He also explained that this type of Seal Coat Paving Project that was bid out, was a request for overlay of Seal Coat and is not a leveling project, which is much more expensive to do. He added that the City employees go out before hand and spray for weeds and prep the streets before the Contractor starts, as a way to keep costs down.

Council Member Crossland made a motion to Act on recommendation form OJD Engineering to award Seal Coat Paving Project to Bryers Paving in the amount of \$53,000.40 and 2nd by Council Member Killingsworth 3-2

Item 11

Discuss and Act on Community Center Project

A. Update the Status of building completion- City Manager Potts stated that he received a call from the Contractor last week, the only remaining items, is the signs on the building, Contractor said that he would be here to install the letters, sometime this week. The other item is the door holder mechanisms. They have been on back order. All other items are complete. The employees of the city of Shamrock seeded the front part of the property in preparation to grow new grass and have been watering it daily.

B. Confirm plans on Open House / Building Dedication

Council Member Killingsworth made a motion to Confirm the plans on the Open House / Building Dedication for June 20, 2024 at 5pm and 2nd by Council Member Crossland 3-2

Item 12

Airport:

A. Report from Committee: Secretary Lilly stated to all that were in attendance that a power outage had been reported at Shamrock Airport on Friday June 14, 2024, and she had reported this incident to SWEPCO. Then had to call in a NOTAM for no fuel available until 20th. Power was restored

over the weekend and she and another city employee went on June 17, 2024, to reset the fuel pump and removed the NOTAM to allow fuel sales to continue. The month of May 2024 brought in a total of 5 transactions for a total of aviation fuel sales to \$858.93.

Item 13

Library:

- A. Report from Committee:** Secretary Lilly said that the Shamrock Library had submitted a report that she read out loud for all to hear. Summary of the report stated:

Publicity for the Summer Reading Program continues in the newspaper, radio, and Facebook. The Summer Reading program is in progress and has been well attended.

- a. May 28/29 - Preregistration – 68 people attended.
- b. June 3 - Library Scavenger Hunt – 109 people attended.
- c. June 10 – Texas A&M Forest Service & Smokey the Bear – 140 attended.

Upcoming programs

- a. June 17 – Wild West Wildlife Rehabilitation
- b. June 24 – Texas Parks and Wildlife
- c. July 1 – Shamrock Fire Department
- d. July 8 – Wheeler County 4H

Maintenance – city workers sprayed wasps, loaded books, and provided a ladder for decorating. Air conditioner was checked for yearly maintenance. The yearly report required by the state which was submitted in March was approved and the Shamrock Library will maintain their state accreditation. The librarian is weeding and updating books in the online card catalogue and shelves daily.

Secretary Lilly also stated that the City of Shamrock website, shamrocktx.org has a link to Shamrock Library webpage and if anyone has time they can view the FB posts of all the great pictures from the events.

Item 14

HOT:

- A. Report from Director**

No requests for HOT TAX

Item 15

Chamber:

- A. Report from Director:**

Crystal updated the Council that the U Drop Inn hosted the Night Under the Neon. She stated it was a good turnout, over 100 brisket sandwiches were made, and they were all sold. The Crossroads band started playing a good hour before it rained out. Overall, it was a neat experience as there were several individuals from Chicago that were doing a live radio show at the event.

Sales are up 37% from last year, which is starting to reflect on numbers before Covid, looking forward to this Summer. The Chamber also hosted the Route 66 Texas Association for lunch as Shamrock was on their schedule for them to stop. The U Drop Inn Travel Center has several ladies there that are really helping push sales and getting a lot of positive feedback from the tourists that are going through. We will now be open on Saturdays during the summer for an additional day to increase opportunities for travelers to stop in and increase sales. There are new hires about to start to help on Saturdays. We started an article in the paper called the Spotlight on

a Chamber Member, planning on doing this once a week on different businesses for the summer.

Item 16

EDC:

A. Report from Director-

Crystal updated the Council stating that the Ecolomondo Group are scheduled to come to Shamrock on the first Wednesday of August. They have a full itinerary and will be conducting business meetings during their time here. This month the City of Shamrock Sales Tax received was \$39,088.76, this brings us up 3.9% for the month of April. She stated that she was anticipating more sales to come in over the summer and will be monitoring the reports to bring back to the Council.

B. Convene into closed session in accordance with Texas Government Code Section 551.072 Deliberations about Real Property- Went into closed session at 7:00pm

C. Reconvene into open session for action if needed on above item- Returned from closed session at 7:33pm

Item 17

City Manager Report

City Manager Potts reported to the Council and all that were in attendance that the Water Project is moving along at the north storage tank. He said that the Preload crew will be here Monday. The concrete incasement was done last week along with some other preparations to get ready for the storage tank. Hopeful materials will show up next week like rebar and lumber. The Preload Project Manager, Ryan, will be here tomorrow morning to discuss specs. Expecting EDA to send the City another reimbursement for the Sewer Improvement Project (SIP). The SIP lift station manufacturing company will be sending a tech here Wednesday to get the panels set up to start communicating. Employee Walker is now certified as a Back Flow Tech. The City sent out notices to businesses to get testing started. Water Bill Utility Online Payments has continually been growing. We had 170 users pay ONLINE for the month of May 2024.

Item 18

Adjourn

At 7:38pm Council Member Killingsworth made a motion to adjourn the meeting and 2nd by Council Member Crossland 3-2

Signed on this day July 15, 2024


Mayor

ATTEST

