

Overton Economic Development Corporation
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January 5, 2016

MINUTES

STATE OF TEXAS

COUNTIES OF RUSK & SMITH

CITY OF OVERTON

MINUTES FROM THE SPECIAL CALLED MEETING OF THE OVERTON ECONOMIC DEVELOPMENT CORPORATION HELD ON JANUARY 5, 2016, AT 5:30 PM IN THE CHAMBER OFFICE, 121 E. HENDERSON STREET, OVERTON, TEXAS.

The following were present:

President

Philip Cox, President
Jim Hamblen, Vice President/Treasurer
Charles Long
Todd Meadows
Christopher Laws
Jeannie Barber

Others in attendance were Mayor C.R. Evans, Charles Cunningham, City Manager, and City Secretary Rachel Gafford.

AGENDA ITEM # I – President Cox called the meeting to order at 5:30 PM.

AGENDA ITEM # II – Executive Secretary, Jeannie Barber administered the Statement of Elected/Appointed Officers and the Oath of Office to Christopher Laws.

Mr. Laws read the Statement of Office and Oath of Office then signed each in the presence of the Board.

AGENDA ITEM # III – The Board reviewed the Minutes from December 1, 2015.

Charles Long made mention of a typo under Agenda Item # V – 1. (the spelling of Duplichain Contractors), Todd Meadows made a motion to approve as corrected. Charles Long seconded. Motion carried 5-0.

AGENDA ITEM # IV – City Manager Cunningham presented the financial statements to the Board for the month of December 15, 2015.

Mr. Cunningham stated Citizens National Bank CD #569984 would be up for renewal on January 28, 2016 and suggested the proper action be taken to have this be a six (6) month

process in the event those funds would be needed before the probable twelve (12) month time. He pointed out, the bank should extend a ten (10) day grace period which would give us the opportunity to present them approved Minutes from our next monthly OEDC meeting on February 2, 2016 regarding this motion.

Charles Long made a motion to approve this action. Jim Hamblen seconded. Motion carried 5-0.

AGENDA ITEM # V – Old Business:

1. Hear and/or consider action to utilize Proposition #5 Project Funding in an amount not to exceed \$5,000.00 to have the City's sludge removal contractor, remove existing sludge in the chlorine contact basin, which was part of bid items #5 and #7 of Project # 2015-02 issued on the 17th of November, in preparation for inspection of the plant during the permit renewal process and in anticipation of the construction to extend the contact chamber being rebid and executed in the spring of 2016.

City Manager Charles Cunningham passed out documents regarding the chlorine contact pond cleanup project with course of action options. He explained that the wastewater treatment plant is full of sludge and virtually cannot process any more. The chlorine contact pond is six (6) feet deep with sludge filling the first three (3) feet compacted down, and the next three (3) feet is even worse. The settling out process is only one (1) foot above what is considered acceptable. He explained the advantages of removing existing sludge from the chlorine contact chamber. There is an express amount of work that has to be done to even start to be in compliance.

The City Manger stated under Option #1, at 18,670 gallons with a factor of 3 for additional water and continuous flow would be 56,010 gallons. The handout included a bid from Candy Sanitation for \$.07 per gallon to pump the sludge from the tank to reintroduce it into the plant at a bid amount of \$3,920.70.

Option #2 would require the City renting an extend-a-boom backhoe to clean the drying beds and remove existing sludge in the contact pond to the drying beds. The amount would be \$2,500.00. In addition, to have the sludge hauled off would cost \$1,060.00 for a total of \$3, 560.00. The 20,000 gallons at the bid price of \$.07/gallon to pump the sludge from the tank to drying beds would be an additional \$1,400.00 making the total cost be \$4,960.00. Mr. Cunningham asked the Board to approve Option #2 because, in his opinion, this option would be best in order for things to be suitable for operation and fit for construction.

Charles Long made a motion to approve Option #2 and the cost amount of \$4,960.00. Todd Meadows seconded. Motion carried 5-0.

AGENDA ITEM # VI – New Business:

1. Hear Review, discuss, and/or take action regarding the proposed Request for Qualification for Engineering Services for City of Overton Future capital improvement projects.

City Manager Charles Cunningham discussed that he has sent out the RFQ, and the Overton City Council has already reviewed it. It has been posted and advertised as required. It would be best to take the top three bids and start the interview process. However, as of yet, there have not been any replies.

There was no further action taken by the Board.

2. Appointment of two committee members from the OEDC Board to the Consultant Selection Committee for Engineering Services for the City of Overton.

Mr. Cunningham said the City Council and OMDD Board have already approved their people. The process will probably consist of three or four meetings with a day to interview. At that point, the Consultant Selection Committee would be able to make their recommendations regarding these projects which are funded through these three entities. Mr. Cunningham asked for the Board's nominations. Chris Laws and Jim Hamblen volunteered to be members. Philip Cox offered to be an alternate. Mr. Cunningham added, it would be necessary for any alternates to also be available for the meetings. Mr. Cox stated he understood.

Todd Meadows made a motion to accept these three. Charles Long seconded. Motion carried 5-0.

AGENDA ITEM # VII - Adjournment

Todd Meadows made a motion to adjourn. Charles Long seconded. Motion carried 5-0.

The meeting adjourned at 6:15 P.M.

The Minutes were approved as submitted and/or corrected this 2nd day of February 2016.

ATTEST: 

PRESIDENT



SECRETARY