

Overton Economic Development Corporation
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August 16, 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 AUGUST 16, 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/Secretary
	Charles Long
	Todd Meadows
	Christopher Laws
	Jeannie Barber

Others in attendance were Mayor C.R. Evans, Charles Cunningham, City Manager, Paul Everett, as well as Robert Haberle and Jeremy Buechter from Schaumburg & Polk.

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

AGENDA ITEM # II – The Board reviewed the Minutes from August 2, 2016.

Jeannie Barber noted that Charles Cunningham had made a correction on Article IV, 4 changing the amount of \$2,450.00 to \$1,745.61. However, the first was in accordance with what was voted on by the Board in error. Philip Cox added, Article III 2 the date should have been May 9, 2015 and not 2105. Todd Meadows made a motion to accept the Minutes with those two corrections. Chris Laws seconded. Motion carried 4-0. Board Member Charles Long was absent at that time.

AGENDA ITEM # III – Old Business:

1. Review, discuss, and take action on progress report on Dam Renovation Project and consider plan going forward for clearing vegetation and earthwork.

City Manager Cunningham said because of the volunteer work from Philip Cox, Chris Law, and John Posey, the project is ahead of schedule, and a lot has been accomplished. A detailed discussion followed with President Cox explaining what has been done, and the attending engineers from SPI giving their insight on the project thus far. He also presented an estimated bid from Universal Land Clearing, LLC regarding grinding any/all stumps for \$16,400.00. President Cox explained how their equipment would pulverize the wood debris to mulch which would mix back into the earth. Because of the savings from the volunteer work being done, the price for this procedure is very reasonable.

Jim Hamblen made a motion to accept this bid for \$16,400.00 to allow the work to begin. Chris Laws seconded it. Motion carried 5-0. (Board Member Charles Long was present.)

2. Discuss and take action on authorizing payment of services, materials, and supplies provided by John Posey to drain Overton Lake and clear the surface of the dam as part of the Lake Renovation Project approved by voters on May 9, 2015.

City Manager Cunningham asked to table this Item until the next meeting since he hadn't had an opportunity to talk to Mr. Posey yet. The Board agreed to do so.

3. Discuss and take action to authorize to August 2, 2016 Agenda, Item IV, .4 where a motion was made by Todd Meadows and seconded by Jim Hamblen with a vote of 4-0 to reimburse the City of Overton for sludge hauling to land fill as part of cleaning out the Chloride Contact Pond at the Waste water Treatment Plant from the amount of \$2,450.00 to the correct amount of \$1,745.61.

President Cox said this was taken care of in Agenda Item II (Minutes of August 2, 2016).

AGENDA ITEM # IV – New Business:

1. Review, discuss, and take action on bids received on August 8, 2016 with respect to the following projects:

- a. Commerce Street and Overton Street Intersection Re-pavement
- b. Holland Street Improvements
- c. Downtown Alley Improvements

City Manager Cunningham presented a letter from Jeremy Buechter with Schaumburg & Polk for the above referenced road and utility improvements with bid tabulations for each specific one. Mr. Buechter said that bids opened on August 8, 2016, and a total of four (4) bids were received. He said C.E. Marler and Associates presented the lowest and most efficient proposal for the required work.

• Total Base Bid Commerce and Overton Intersection	\$ 42,876.55
• Total Base Bid Holland Street	\$ 113,339.25
• Total Base Bid Downtown Alleys	\$ 355,849.15
<u>Total Award</u>	\$ 512,064.95

Mr. Buechter also stated he'd worked with this firm in the past and knew their professional scope. Because of their financial stability, adequate bonding capacity, and access to the necessary adequate equipment, manpower, and supervision, he felt this was the best source to use to meet the requirements and desires expressed for the project. Mr. Buechter said that the normal procedure for SPI to follow is checking in on a project crew at least once a week and sometimes with surprise visits to ensure the quality of work continues on a regular basis.

Jim Hamblen asked if there were enough allotted funds for this Total Award. City Manager Cunningham said we're approximately \$70,000.00 short of that amount. However, he can approach the OMDD to help supplement since the volunteer work that is being done at the dam is in fact enhancing their projects which means they'd save monies. Another alternative would be to reduce the scope of the project. The last option would be to go ahead and do the work with the funds we presently have then put it to a vote to the general consensus at another election and try to go forward.

Charles Long made a motion to approve the bid as it and allow City Manager Cunningham to go to other sources of revenue to seek supplementation, seconded by Todd Meadows. Motion carried 5-0.

AGENDA ITEM # V Adjournment

Todd Meadows made a motion to adjourn. Chris Laws seconded. Motion carried 5-0.

The meeting adjourned at 6:20 P.M.

The Minutes were approved as submitted and/or corrected this 4th day of October 2016.

ATTEST:


PRESIDENT



SECRETARY