



## REGULAR CITY COUNCIL MEETING

October 18, 2012 @ 6:00 P. M. at the Oran White Civic Center

# MINUTES

The City of Tool, City Council meeting was called to order at 6:03 pm. Present were Councilmen Williams, Phillips, Sonka and Wright. Councilman Reeder was absent. Quorum was established with Mayor Pitts presiding.

Invocation and Pledge of Allegiance was led by Councilman Sonka.

Motion to approve the Minutes as presented for Regular City Council Meeting September 20, 2012 Motion to approve was made by Council Member Sonka, second by Council Member Williams. Motion carried 4-0.

Motion to approve the Consent Agenda relating to Monthly Activity Reports for September of 2012 was made by Councilman Williams and seconded by Councilman Phillips. Councilman Sonka commented that the City ended the fiscal year in a good position and commended everyone for a job well done on managing last year's budget. Motion carried 4-0.

**ITEM 1:** Consideration and or action to amend the City of Tool Personnel Policy:

- Chapter 2 section 2-10 (Residential restrictions) limiting the number of miles an employee can reside to qualify for a take home vehicle to 20 miles.
- Chapter 5 section 5-1 (Holidays) adding Martin Luther King Day, Good Friday, Veterans Day, Columbus Day, Presidents Day and Christmas Eve to the current list of City approved holidays. Council Member Wright was concerned that the addition of holidays would increase expenditures for the City. Council Member Sonka did not recall the holidays being discussed at the last workshop. Mayor Pitts informed Council Member Sonka that these Holidays are already being observed by the City we are just putting them into the Personnel Policy. He also stated that with the exception of Christmas Eve and Good Friday that all of these Holidays are legal federal Holidays.
- Chapter 5 Section 5-2 (Vacation Leave) Adjusting the accrual amount for one consecutive year of service to forty hours of vacation accrual, 2-5 years of consecutive service to eighty hours of vacation accrual, 6-14 years of consecutive service to 120 hours of vacation accrual and 15 or more years of consecutive service to 160 hours of vacation accrual.
- Chapter 5 Section 5-2b (Vacation Leave) At least 40 hours of an Employees accrued vacation time must be taken in a consecutive order unless approval is received from the Mayor or Supervisor. Remaining accrual is allowed to be taken in any increments of at least 4 hours at a time. Councilman Phillips disagrees with requiring 40 hours of an Employees accrued vacation time to be taken in a consecutive order. Mayor Pitts stated his opinion that anyone having 2 weeks of accrued vacation needs a solid week off to recover and rest.
- Chapter 5 Section 5-3 (Sick Leave) limiting the maximum accrual of sick leave to 160 hours. Using sick time for anything over what is considered an employee's standard number of hours worked per week is prohibited.
- Chapter 13 Section 13-03j (Under the Influence) changing the title to read as "Legally Intoxicated" and modifying the alcohol concentration level to .08 to coincide with Texas state law. Councilman Phillips requested clarification on "legally intoxicated". Mayor informed that State of Texas has changed the legally intoxicated concentration amount and the City needs the change to reflect state law. Councilmember Phillips disagreed and stated there should be a zero tolerance for any type of intoxication. Council Member Wright agreed with Phillips and suggested this item be tabled for further discussion.



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- Chapter 13 Section 13-06 (Preventive Acts) allowing an employee to report potential medication side effects regarding their job performance to the Mayor or their Department Head.

Motion to table was made by Council Member Wright, second by Council Member Williams. Motion carried 3-1 with Council Member Sonka opposed.

**ITEM 2:** Consideration and or action to amend Planning and Zoning Ordinance Article 20, section 20-2 Enforcement and Application; Sub Section 1.a granting administrative and enforcement powers to “Designee” in addition to the Building Inspector. Mayor clarified that this pertains only to planning and zoning not to building inspections. Mayor Pitts also informed that our Building Inspector has a full time job and contracts with the City therefore he isn’t always available so it would be beneficial to have additional enforcement powers to a designee as well. Council Phillips made a motion to appoint Police Chief Mike Grant be the designee, second by Council Member Wright. Motion passed 4-0.

**ITEM 3:** Consideration and or action to amend Ordinance 2006-0316 attachment “A” entitled Building Permit Fee Schedule to include an annual commercial alarm permit registration fee of one hundred dollars, an annual residential alarm permit registration fee of fifty dollars and a per use garage sale permit fee of five dollars. Motion to approve was made by Council Member Williams, second by Council Member Phillips. Mayor Pitts wants additional language added to address the fee for false alarms. Motion passed 4-0.

Motion to adjourn was made by Council Member Wright, second by Council Member Phillips. Motion carried 4-0 at 6:21pm.

**Passed and approved this 15<sup>th</sup> day of November 2012**