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Mayor
Patricia Mitchell

City Council

Mayor Pro-Tem,
Place 1
Josh McCabe

Place 2
Michelle Tye

Place 3
Elaine Priest

Place 4
Kristi King

Place 5
Kasey Shumake

City
Administrator
Amanda DeGan

City Attorney
Carvan Adkins

City Secretary
Shaina Odom

Fire Chief
Scott Estes

Police Chief
Eric Debus

Public Works
Director

MINUTES OF MEETING OF THE RHOME CITY COUNCIL

Meeting Date: Wednesday, May 17, 2023

Regular Session: 6 p.m.

Regular Session: 6 p.m.

Mayor Mitchell called the meeting to order at 6pm

Call to Order and Establish a Quorum

Invocation – Pastor Heath Van Zandt

Pastor Heath Van Zandt led the Invocation.

Pledge of Allegiance to the American Flag

Pledge of Allegiance to the Texas Flag

Honor the Texas Flag; I pledge allegiance to thee, Texas, One state under God, One and indivisible

Public Comments

1. *The Council is not permitted to take action on or discuss any comments made to the Council at this time concerning an item not listed on the agenda. However, a Council Member or Mayor may make a statement of fact regarding the item, make a statement concerning the policy regarding the item and/or may propose that the item be placed on a future agenda or direct the City Administrator to contact the individual to address. If you are attending the meeting via Live Streaming, and you would like to make a Public Comment, you must email the City Secretary at citysecretary@cityofrhome.com prior to 4 pm on the day of meeting and must identify each subject you plan to present to be recognized.*
2. *If the writer of a Public Comment is unable to read their own comment, it should be given to a friend, family member, or associate, that is able to attend in person and read the statement in their stead.*
3. *Public Comments made in person require the speaker to submit the sign-up form to the City Secretary prior to the meeting, and the form must identify each subject the speaker plans to present.*
4. *A statement of no more than 3 minutes may be made. There will be no yielding of time to another person. Comments should be directed to the entire Council, not individual members. Engaging in verbal attacks, or comments intended to insult, abuse, malign, or slander any individuals shall be cause for termination of time privileges and removal from Council Chambers.*

- Ashley Majors
- Deborah BeCraft

Announcements from Mayor and Council Members

- City Council Meeting May 25, 2023 @ 6 p.m.

Consent Agenda

All items under this section are recommended for approval for the Consent Agenda. These items are of a routine nature and require only brief deliberation by Council. Council reserves the right to remove any item on the Consent Agenda for further deliberation.

1. Minutes of City Council Regular Session dated April 20, 2023 **(City Secretary)**
2. Renewal of Contract with Rise Broadband **(City Administrator)**

City Administrator DeGan asked that item #2 be tabled until the next meeting for city attorney review.

Council Member Tye then made a motion to approve the consent agenda. Council Member Shumake seconded the motion. Motion passed unanimously.

Monthly Staff Reports and Board Minutes

All items under this section are for informational purposes only; no action will be taken by Council.

1. Departments: Administration, Building & Development, Fire Rescue, Municipal Court, Police and Public Works (Department Heads).
2. Swearing in Officer Kristofor Garrett (Police Chief)
Police Chief, Eric Debus, swore in Officer Kristofor Garrett.

Regular Agenda

Discussion and any necessary action for the following:

Mayor Mitchell requested to reorganize the agenda, moving the Canvassing and Swearing in, agenda item 8 and 9, to the top of the order of business. Council Member Tye made a motion to keep the agenda in the order presented. Council Member Shumake seconded the motion. Motion passed unanimously. The agenda stayed in the order presented originally at the direction of the City Council.

Old Business:

1. Ordinance 2023-02 Updating Staff Roles and Responsibilities **(City Administrator)**

Discussed at the April 20, 2023 City Council Meeting, and brought back with all changes updated in the presented Ordinance 2023-02, Council Member Tye made a motion to approve the changes to the Ordinance. Council Member King seconded the motion. Motion passed unanimously.

2. Personnel Handbook Update **(City Administrator)**

Discussed at the April 20, 2023 City Council Meeting, and brought back with all changes updated in the presented Personnel Handbook, Council Member Tye made a motion to approve the changes to the handbook. Council Member Shumake seconded the motion. Motion passed unanimously.

3. Wise County Sherriff Dispatch Fee Update **(City Administrator)**

City Administrator DeGan, presented an update on the Wise County Sheriff's Office (WCSO) Dispatch Fee. She stated that the effective date for WCSO fee would start on October 1, 2024. The presentation Chief Akin brought forward should be updated to reflect the Call for Service number accurately. There are still seven (7) out of sixteen (16) dispatch positions available at WCSO. The next discussion would take place at the County Commissioner's Court on Monday, May 22, 2023 at 9:00 a.m. Administrator DeGan would provide an update to the Council at a subsequent meeting. No action was taken.

4. City Audit for Fiscal Year 2022 Progress (City Administrator)

City Administrator, DeGan stated she has been working on getting VPN access set up for the Certified Public Accountant, and the Auditor to be able to access the system remotely. This will help the city save money on travel to and from the office. VPN access has been successfully completed as of May 16, 2023. She has a target goal to bring back the Audit by the end of July. No action was taken.

5. Citizen Survey Update (City Administrator)

City Administrator, DeGan, said she has received approximately 30 Citizen Surveys back as of May 17, 2023. She will continue with outreach, Facebook and City Website, to receive as many back as possible by the deadline, May 31, 2023.

6. Outgoing Remarks by Council Members (City Administrator)

Outgoing Council Members Josh McCabe, and Elaine Priest gave their last speeches as Rhome City Council Members.

7. Proclamations for Council Member Priest and Mayor Pro Tem McCabe (City Administrator)

City Administrator DeGan, read the proclamations for outgoing Council Members Elaine Priest and Josh McCabe.

Canvassing and Swearing In:

8. Canvass the Election Results from May 6, 2023, Election (City Administrator)

City Secretary, Odom, read the Official Returns from Wise County Elections Office.

Jimmy Johnson – Place 1 – 179 Votes

Michelle Tye – Place 2 – 128 Votes

Billy Moore – Place 2 – 115 Votes

Randall Loftis – Place 3 – 183 Votes

Deborah BeCraft – Place 5 – 112 Votes

Kasey Shumake – Place 5 – 128 Votes

Council Member Tye made a motion to approve the Official Returns. Council Member Shumake seconded the motion. Motion passed unanimously.

McCabe – Aye

Tye – Aye

Priest – Aye

King – Aye

Shumake – Aye

9. **Certificates of Election, Statements of Office and Oaths of Office for Elected Council Members (City Administrator)**

City Secretary, Odom, Swore in the Officers individually. Place 1, Jimmy Johnson. Place 2, Michelle Tye. Place 3, Randall Loftis. Place 5, Kasey Shumake.

New Business:

10. **Selection of a Mayor Pro Tem for a One-year Term and Updating Authorized Signatures for Bank Accounts (City Administrator)**

Council Member Shumake selected Council Member Tye to be the Mayor Pro-Tem for a one-year term. Council Member King seconded the motion. Motion passed unanimously.

11. **National Police Week Proclamation (Mayor)**

City Administrator, DeGan, was directed by Mayor Mitchell to read the proclamation.

12. **National Public Works Week Proclamation (Mayor)**

City Administrator, DeGan, was directed by Mayor Mitchell to read the proclamation.

13. **QuikTrip and the Wall Behind Public Works/Fire Dept. (City Administrator)**

During the construction of the initial phase of QuikTrip, the brick wall separating the Public Works/Fire Department and the QuikTrip property was damaged, approximately six (6) feet, in two (2) locations along the wall. Craig Honeywell, the Developer, has offered to repair the wall or construct a new wall that would match what has been built at QT and Taco Casa. If repaired, it would look different from the existing wall. If replaced, the current rock wall could be salvaged for a future project, it would all match, and QuikTrip would pay for the full repair. All Council Members agreed to salvage and replace the wall.

14. **Public Safety Event and Use of Flag Poles at Old City Hall (City Administrator)**

Mr. Robert Heinsohn would like to be able to fly American and Texas flags on the flagpole located at the closed down City Hall (105 First Street). He would also like to be able to host a Public Safety event at the Community Center for the First Responders in Rhome. The council agreed to allow him to fly flags at the old City Hall location at 105 First Street. He will bring back plans for the Public Safety Event.

15. **Council Member Volunteer to Review Monthly Bank Reconciliation (City Administrator)**

Council Member King moves for Kasey Shumake to conduct the Monthly Bank Reconciliation at City Hall. Council Member Tye seconded the motion. Motion passed unanimously.

Executive Session

Pursuant to the following designated section of the Texas Government Code, Annotated, Chapter 551 (Texas Open Meetings Act), the Council may convene into executive session to discuss the following:

1. Section 551.071 Consultation with Attorney - pending or contemplated litigation, settlement offer or to seek advice from attorney.
2. Section 551.072 Deliberation regarding Real Property - purchase, exchange, lease, or value of real property if deliberation in an open meeting would have detrimental effect on position of the governmental body in negotiations with a third person.
3. Section 551.074 Personnel – discuss appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee, or hear complaint or charge against officer or employee in executive session unless officer or employee requests a public hearing.
4. Section 551.087 – Deliberations regarding Economic Development Negotiations – to discuss or deliberate regarding commercial or financial information that the City has received from a business prospect that the City seeks to locate, stay or expand in or near the City and with which the City is conducting economic development negotiations.

Regular Agenda (Resume)

1. Action to be taken from Executive Session discussions.

No executive session was held.

Future Agenda Items

(Agenda items are due by 5 p.m. on the Wednesday of the week prior to the Council meeting)

Adjourn

Council Member Tye made a motion to adjourn the meeting at 7:31. Council member Johnson seconded the motion. Motion passed unanimously. Adjourned at 7:31 pm.

Patricia Mitchell

Patricia Mitchell,

Mayor

ATTEST:

Shaina Odom

Shaina Odom
City Secretary

