

THE CITY OF EASTLAND  
CITY COMMISSION REGULAR MEETING

December 21, 2020

EASTLAND, TEXAS §

EASTLAND, COUNTY §

The City Commission of the City of Eastland, Texas, met in Open Session at Eastland City Hall as scheduled, and notice was posted 72 hours in advance and prior to the meeting.

CITY COMMISSIONERS PRESENT:

Chairman	Larry Vernon
Commissioner	Ben McNabb
Commissioner	Cecil Funderburgh
Commissioner	Richard Rossander

CITY COMMISSIONERS ABSENT:

Commissioner	Zac Darr
--------------	----------

PERSONNEL PRESENT:

City Manager	Ron Duncan
Finance Director	Leslie Zander
City Secretary	Roma Holley
Police Lieutenant	Dan Wilson
Planning & Zoning Director	Tony Stubblefield

Guests: Julie Elrod, Steve Gerdes, Rhonda Howie, H.V. Obrien

I. MEETING CALLED TO ORDER

Chairman Larry Vernon called the meeting to order at 6:08 p.m.

II. INVOCATION AND PLEDGE OF ALLEGIANCE

Chairman Larry Vernon offered the invocation and City Manager Ron Duncan led the Pledge of Allegiance.

III. PUBLIC COMMENT ON ANY SUBJECT NOT LISTED ON THIS  
AGENDA (Limited to Five Minutes Per Speaker)

There were no comments from the public.

IV. APPROVE MINUTES OF THE NOVEMBER 16<sup>TH</sup>, 2020 MEETING

Commissioner Richard Rossander made a motion, seconded by Commissioner Cecil Funderburgh, to approve the Minutes of the November 16<sup>th</sup>, 2020 meeting. Motion prevailed by the following vote:

Ayes:	Commissioners Funderburgh, McNabb, Rossander
Nays:	None
Absent:	Darr

V. FINANCIAL REPORT

Chairman Larry Vernon stated that we still have a positive trend for our sales tax. City Manager Ron Duncan advised the commission that we will have a Financial Report in January.

No action at this time.

VI. The Board of City Commissioners May Discuss and Take Action on the Following Agenda Items:

- 1. Discussion and Consideration to Renew Publicity and Tourism Agreement with McCloud Museum

City Manager Ron Duncan stated there is no change to the contract from the previous years. This renewal and the next three renewals were overlooked in September and we are correcting the omission.

Commissioner Cecil Funderburgh made a motion, seconded by Commissioner Richard Rossander to Renew the Publicity and Tourism Agreement with the McCloud Museum. Motion prevailed by the following vote:

Ayes: Commissioners Funderburgh, McNabb, Rossander  
 Nays: None  
 Absent: Darr

- 2. Discussion and Consideration to Renew Publicity and Tourism Agreement with Eastland Community Foundation

City Manager Ron Duncan stated there is no change to the contract from the previous years.

Commissioner Richard Rossander made a motion, seconded by Commissioner Ben McNabb to Renew the Publicity and Tourism Agreement with Eastland Community Foundation

Motion prevailed by the following vote:

Ayes: Commissioners Funderburgh, McNabb, Rossander  
 Nays: None  
 Absent: Darr

- 3. Discussion and Consideration to Renew Publicity and Tourism Agreement with Eastland Fine Arts Association

City Manager Ron Duncan stated there is no change to the contract from the previous years.

Commissioner Cecil Funderburgh made a motion, seconded by Commissioner Richard Rossander to Renew the Publicity and Tourism Agreement with Eastland Fine

Arts Association

Motion prevailed by the following vote:

Ayes: Commissioners Funderburgh, McNabb, Rossander  
 Nays: None  
 Absent: Darr

- 4. Discussion and Consideration to Renew Publicity and Tourism Agreement with Eastland Chamber of Commerce

Commissioner Cecil Funderburgh made a motion, seconded by Commissioner Richard Rossander to Renew the Publicity and Tourism Agreement with the Eastland Chamber of Commerce.

Motion prevailed by the following vote:

Ayes: Commissioners Funderburgh, McNabb, Rossander  
 Nays: None  
 Absent: Darr

- 5. Discussion and Consideration of Modification Contract No. 4 between the City of Eastland and the Eastland County Water Supply District (ECWSD)

City Manager Ron Duncan introduced Steve Gerdes, Chairman of the Board of Directors for the ECWSD. Mr. Gerdes explained the need to modify our daily and monthly usage levels in the Water Contract with the ECWSD. The reasoning is related to infrastructure. Last year Enprotec, Hibbs & Todd Engineers (eHT) conducted an Alternative Capacity Requirement (ACR) study for the City of Eastland, the City of Ranger and the Water Supply District. eHT also conducted an audit of the water usage for a 36-month period. The ACR for the district and the two cities was calculated based on the highest day of water usage, during the 36-month period, plus 40%. This resulted in the new maximum daily and monthly water requirements listed in the Contract Modification No. 4 to our Water Contract.

After a lot of discussion and clarification, Commissioner Cecil Funderburgh made a motion, seconded by Commissioner Ben McNabb, to approve the Modification Contract No. 4 between the City of Eastland and the Eastland County Water Supply District. Motion prevailed by the following vote:

Ayes: Commissioners Funderburgh, McNabb, Rossander  
 Nays: None  
 Absent: Darr

- 6. Discussion and Consideration of Resolution 2020-15 - Transfer of the Center for Life Resources Transport Officer Grant and Officer Functions to the Eastland County Sheriff Office on 01-01-2021 if the transfer is approved by the Eastland County Commissioner’s Court.

City Manager Ron Duncan stated that the purpose of this resolution is to move this position back to the Eastland County Sheriff's Office, who decided two years ago to stop transporting people to Mental Health Facilities. With a new sheriff taking office in January, this policy is changing. If the Eastland County Commissioner's Court approves this along with the Cities of Cisco and Ranger, this will go into affect January 1, 2021. This will return a vehicle to our fleet and remove the oversight of this officer from the Eastland Police Department.

Commissioner Cecil Funderburgh made a motion, seconded by Commissioner Richard Rossander, to approve Resolution 2020-15 - Transfer of the Center for Life Resources Transport Officer Grant and Officer Functions to the Eastland County Sheriff Office on 01-01-2021 if the transfer is approved by the Eastland County Commissioner's Court. Motion prevailed by the following vote:

Ayes: Commissioners Funderburgh, McNabb, Rossander  
 Nays: None  
 Absent: Darr

7. Discussion and Consideration of the Retirement of City Manager Ron Duncan effective 04-30-2021

Chairman Larry Vernon referenced the retirement letter submitted by City Manager Ron Duncan. He asked Mr. Duncan to read it.

*Dear Mayor Vernon and City Commissioners,*

*The purpose of this letter is to announce my intent to retire from my duties as the City Manager of the City of Eastland Effective April 30, 2021.*

*I have been honored to serve as the City Manager of the City of Eastland for over 7 years. During my tenure, I have worked for the finest governing body and staff of any small town in Texas. Together we have accomplished a number of projects which will position Eastland for great success. However, it is time for new leadership in the City Manager position. I will be 70 years old on April 30, 2021 and it is time to turn the reins over to another manager to take Eastland forward.*

*I owe special thanks to you, Mayor Vernon, for your dedicated leadership, vision and "never quit" attitude in promoting the betterment of our community. Your leadership of this city has been truly nothing short of exemplary. I especially thank all the members of our community who served as members of our City Commission. You have all been outstanding. Special thanks to Mayor Pro-Tem Richard Rossander, as well as former City Commissioners Norm Owen, Marcie Pearson and John Bird. Thank you all for your steadfast support, mentorship and service to the City of Eastland.*

*The city staff throughout my tenure has been second to none. Special thanks to City Secretaries, Shirley Stuart and Roma Holley, Finance Director Leslie Zander, EEDI Executive Directors Tom Bailey and Jerry Conner, Planning Directors Bill Dolen and Tony Stubblefield, Public Works Director Bobby Jacoby, Airport Manager Bode Zietz, Terry Simmons, Dena Withers, Melissa Cook, Michelle Riley, Police Chief David Hullum, and Fire Chiefs Phillip Arther and David Branch for outstanding service to Eastland.*

*I have enjoyed my seven years with the City of Eastland and leave with few regrets. I wish to thank all the employees I worked with over the years and will miss you like family. My family and I have made many friends here and intend to remain in the community. Eastland is a great little city that will continue to prosper. I hope that during my time as City Manager I served this city with integrity, honor and diligence, and in some way made Eastland a better place to live.*

*Respectfully,*

*Ronald M. Duncan*  
*City Manager*

Chairman Vernon stated Mr. Duncan has given a timeline to use as a guideline to hiring another city manager. The goal is to have one hired by April 1, 2021 in order to let Mr. Duncan work with the new city manager for a month or even longer if necessary. We will be advertising for the position beginning immediately.

Chairman Vernon stated they would accept the resignation pending a replacement.

## VII. City Manager's Briefing

The Wastewater Treatment Plant: is essentially complete. We are doing operator training, cleanup, demolition of old plant facilities for the next few weeks. Demolition, road construction and abandonment of our old plant is well underway.

Next month I will give you all a presentation on the new plant. We should be ready for a grand opening in January or February 2021. This project has been almost 5 years in the making.

Cares Coronavirus Relief Fund The Texas Department of Emergency Management (TDEM) has allocated up to \$222,860 in reimbursement funds to City of Eastland for expenses related to the Coronavirus Pandemic. We will receive \$44,572, 20% of the allocation soon and must justify any of the additional funding based on authorized Covid-19 expenses.

GLO-CDBG-MIT Project Planning We are still waiting on information.

Woodlands Nursing Center Expansion: University Drive construction has been completed. The construction of the Woodlands Assisted Living Facility with the addition of a 24,000 Square Foot Nursing Home and Dementia Care Facility continues and is near completion.

EASTLAND MUNICIPAL AIRPORT UPDATE: We had a meeting regarding the startup of the project and the mayor has signed paperwork that will move us forward with the project. We anticipate getting all of the apron work done in the next couple of years.

WATER SYSTEM IMPROVEMENTS: We received a response from the Texas Water Development Board and they are looking at our application paperwork. This is the precursor to approval to begin the bid process.

## VIII. Code Enforcement Report

Planning and Zoning Director Tony Stubblefield reported the Code Compliance Report for August. There were 18 open cases at the beginning of the month, 22 new cases were opened and 12 cases were closed which ended the month with 26 cases open. Three citations were issued and were later dismissed because the property owner corrected the violations. One notice for back taxes and two annual notices were sent.

## IX. Police Report

Chief Hullum is in the hospital fighting COVID and double pneumonia. Police Lieutenant Dan Wilson noted the numbers for November are down a little bit. There was one officer

out with COVID and since that time the decision was made to limit the traffic enforcement to issues that affect public safety. The front office of the Police Department has been closed to the public for now, with phone numbers posted for the public to call to make appointments to speak to an officer.

We have two officers who are moving to the Eastland County Sheriff's Office but we have hired two new officers who both grew up here in Eastland. We are excited about the future of the Eastland Police Department.

X. Adjournment

Commissioner Richard Rossander made a motion, seconded by Commissioner Ben McNabb, to adjourn at 6:44 p.m. Motion passed unanimously.

APPROVED

---

Larry Vernon, Chairman  
Board of City Commissioners

ATTEST

---

Roma Holley, City Secretary