



THE STATE OF TEXAS §  
COUNTY OF FANNIN §

May 12<sup>th</sup>, 2020

**BE IT REMEMBERED THAT A Regular Meeting of the City Council of the City of Leonard, Fannin County, Texas was begun and held in the Council Chambers of City Hall on May 12<sup>th</sup>, 2020 at 5:30 pm.**

**Members Present:** Mayor Bolin, Mayor Pro-Tem Jay Barker, Councilmembers Darrell Grintz, Andrew Shelton, Peyton Webster and Leonard Phillips.

**Staff Present:** City Administrator Terry McCalpin, Utility Billing Court Clerk Melissa Verde

**Guests Present:** Betsy Blevins

### **MINUTES OF THE REGULAR SESSION**

#### **Calling Meeting to Order / Presentations / Proclamation / Citizen Comments:**

- 1. Invocation** The invocation was led by Councilman Grintz. **Pledges of Allegiance to the United State and Texas Flags** Mayor Bolin led in the Pledge of Allegiance to the United States and Texas Flags. **Call to Order, Proof of Posting of Notice of Meeting and Verification of Quorum** Mayor Bolin called the meeting to order at 5:30 pm with a quorum of five councilmembers. Mayor Bolin noted the proof of posting of meeting by City Secretary Leath Robinson and noted the quorum of four councilmembers.
- 2. Audit Presentation from Mr. Mike Ward**  
Mr. Mike Ward gave a presentation to Council in regards to the progress on the current audit. He recommended that the City bring in a CPA to help with the bank reconciling process which would help him to finish the audit. He further stated he would waive half of his fees for the City to help subsidize the cost of paying for the CPA's services.

#### **Presentation and Planning & Zoning Public Hearing:**

#### **3. Public Hearing: Planning & Zoning Commission**

**Public hearing by P&Z commission to approve the Set Back per Ordinance 051019 for the property legally described as .619 ACRES, MARTIN MOORE SURVEY ABS 774 LEONARD, TEXAS—Commonly known as 300 East Houston Street Leonard, Texas.**

Councilman Grintz made a motion to approve request. Second by Councilman Barker. Mayor Bolin called for a vote— 4 FOR, 1 ABSTAIN -the motion carried.

NAME	FOR	AGAINST	ABSTAIN
Mayor Bolin	N/A	N/A	N/A
Mayor Pro-Tem Barker	X		
Councilman Phillips	X		
Councilman Webster			X
Councilman Grintz	X		
Councilman Shelton	X		

**Public hearing by P&Z commission regarding Rezoning and Re-platting the property legally described as A0780 M MOORE, ACRES 1.205 LEONARD, TEXAS—Commonly known as 309 North Oak Street Leonard, Texas.**  
 Councilman Grintz made a motion to table this request. Second by Councilman Phillips. Mayor Bolin called for a vote— 4 FOR, 1 ABSTAIN -the motion carried.

NAME	FOR	AGAINST	ABSTAIN
Mayor Bolin	N/A	N/A	N/A
Mayor Pro-Tem Barker	X		
Councilman Phillips	X		
Councilman Webster			X
Councilman Grintz	X		
Councilman Shelton	X		

**Public hearing by P&Z commission regarding granting a Special Use Permit for the Mobile Home on the property legally described as S9100 ORIGINAL PLAT, BLOCK 24, LOT 1,2 LEONARD, TEXAS—Commonly known as 201 East Grayson Street Leonard, Texas.**  
 Councilman Barker made a motion to approve request. Second by Councilman Grintz. Mayor Bolin called for a vote— 4 FOR, 1 ABSTAIN -the motion carried.

NAME	FOR	AGAINST	ABSTAIN
Mayor Bolin	N/A	N/A	N/A
Mayor Pro-Tem Barker	X		
Councilman Phillips	X		
Councilman Webster			X
Councilman Grintz	X		
Councilman Shelton	X		

**Citizen Comments / Reports from Staff and Others:**

**4. Citizens Forum**

No comments were received prior to the meeting.

**5. Reports from City Administrator, Department Heads, and Staff**

- a. Chief Meserole gave his report to council for the Leonard Police Department.
- b. Fire Department Report – No Report
- c. City Administrator gave a report for the Department of Public Works
- d. Miss Melissa Verde gave a presentation on the state of Utility Billing for the City Administrator’s report.

**6. Approval of April 2020 Minutes**

Councilman Shelton made a motion to approve the April 2020 Minutes. Second by Councilman Webster. Mayor Bolin called for a vote— All were in favor -the motion carried.

**7. Financials**

Councilman Grintz made a motion to approve the Financials. Second by Councilman Barker. Mayor Bolin called for a vote— All were in favor -the motion carried.

**Presentations / Other Action Items:**

*This section shall provide for all other official discussion and action items provided for consideration by the Council*

**8. Discussion and possible action on Engineering presentation with Mr. Mark Hill and Mr. Corey Frentress.**

Mr. Mark Hill and Mr. Corey Frentress gave presentations to Council in regards to repair study for the Waste Water Treatment Plant and water study. Councilman Webster made a motion to approve the Waste Water Treatment plant study and the water study. Second by Councilman Barker. Mayor Bolin called for a vote— All were in favor -the motion carried.

**9. Discussion and possible action on Electing the Mayor Pro-Tem.**

Councilman Grintz made a motion for Councilman Barker to remain as Mayor Pro-Tem. Second by Councilman Webster. Mayor Bolin called for a vote— 4 FOR, 1 ABSTAIN -the motion carried.

NAME	FOR	AGAINST	ABSTAIN
Mayor Bolin	N/A	N/A	N/A
Mayor Pro-Tem Barker			X
Councilman Phillips	X		
Councilman Webster	X		
Councilman Grintz	X		
Councilman Shelton	X		

- 10. Discussion and possible action on establishing a date for the City-Wide Spring Clean-Up.**  
Councilman Phillips made a motion to schedule the City-Wide Spring Clean-Up for Friday May 29 from 12 P.M. to 5 P.M. and Saturday May 30 from 8 A.M. to 1 P.M. Second by Councilman Webster. Mayor Bolin called for a vote— All were in favor -the motion carried.
- 11. Adjourn into Executive Session under:**
- **Texas Government Code Section 551.074 regarding Personnel Matters: Deliberate the employment, evaluation, reassignment of duties, discipline or dismissal of a public officer or employee**
- a) City Administrator**  
Council adjourned into Executive Session at 7:50 P.M.
- 12. Reconvene into regular session**  
Council reconvened into regular session at 9:09 P.M.
- 13. Discussion and possible action on items discussed in Executive Session**  
Councilman Webster made a motion to extend City Administrator Terry McCalpin’s employment as the City Administrator to May 2021. Second by Councilman Barker. Mayor Bolin called for a vote— All were in favor -the motion carried.

**Announcements and Adjournment:**

- 14. Announcements** -No Announcements
- 15. Adjournment**  
Mayor Bolin adjourned the Council meeting at 9:12 P.M.

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**THE CITY OF LEONARD, TEXAS**

By: \_\_\_\_\_  
**Steven Bolin, Mayor**

**ATTEST:**

By: \_\_\_\_\_  
**Leath Robinson, City Secretary**