

REGULAR MEETING OF THE CITY COUNCIL, CITY OF SHALLOWATER, JANUARY 21st 2025 AT 7:00 P.M.
WITH THE FOLLOWING MEMBERS PRESENT:

ROYKING POTTER

MAYOR

RUSSEL MOSES

CITY ADMINISTRATOR

NIKKI CORONADO

DEPUTY CITY SECRETARY

WILL GRIFFIS

CITY ATTORNEY

ALDERMAN:

JASON WHITE

TROY WHITE

CHRIS CODY

LOGAN SCARLETT

Others Present: Leonard Nail, Brian and Kathy Williams, Bethany Dotson, Nolan and Marla Henson, Ashley Carr, Brady Wuensche, Justin Carman, Amanda Cummings, Jamie Long, Jessica Carothers, Brian Stephens, Ruben Ponce, Cory Buck, Andres and Mary Alice Caraveo, and Scott Schleicher.

Pledge of Allegiance: The meeting was opened at 7:00 p.m. by Mayor Potter.

Invocation: Invocation was offered by Alderman Chris Cody.

Open Forum: Open forum was opened at 7:01 p.m. by Mayor Potter.

Public Hearing for a Variance for Mary Alice Caraveo to place a carport at 1210

10th: Mayor Potter opened the hearing at 7:06 p.m.

Department Reports:

Fire Department: Chief Cory Buck presented a written report. There were no questions.

Emergency Management: Chief Cory Buck presented a report. There were no questions.

Municipal Court: Marla Henson spoke about 17 new cases in the city. There were 2 truancy cases, 8 payment plans, 9 show causes, 12 deferred, 4 community service cases, 11 driver safety courses, 5 awaiting trial and 107 warrants. There were no questions.

Police Department: Chief Brian Williams presented a report. He introduced our new Officer, Kenneth Busch, discussed that they have received their new radios, and spoke about the Trilogy award they received for the department. He also stated that the black Durango is now in service and working.

Consider and Discuss Racial Profiling Report: Chief Brian Williams stated that he received the report that was filed with TCOL and there were 467 traffic stops. In those stops, 14 were black, 304 white, 104 Hispanic, with 206 being female and the rest male. Motion was asked by Mayor RKP to accept. Alderman Jason White motioned, Alderman Logan Scarlett second with all four in favor and one absent. Alderman Kyle Yeager was absent.

Consider and Discuss Resolutions for JAG Grant to be signed: Chief Brian Williams explained that he is asking to propose a 60/40 split for the grant. As long as everyone is good with it, then all that is needed are signatures.

Code Enforcement: Officer Claunch apologized that he forgot to turn in his report. He stated that there were 4 new calls, which are all closed, and explained that Mattie White did pay the city back in full. There were no questions.

Public Works: Ruben Ponce presented a written report. He introduced our new employee, Justin Carman. There were no questions.

Consider and Discuss Water and Sewer updates and Engineering report: Leonard Nail discussed that Xcel received the pole set. He also explained that he spoke with the Water Development Board today and now they are moving our approval to May 8, 2025; which makes us even more behind. He stated how important it is to move with these deadlines. Brian Stephens also spoke about the Waste Water Plant. He said that he spoke with the City of Lubbock and they are wanting to have projects shovel ready by 2027. Now with that in mind, we need to look at other funding options to get this moving while waiting for everything to be approved. He said we could call Mr. Perry to try to get it moved up within the next 30 days or try a local bank. He stated over and over how important it is to get this moving. There were no questions.

Consider and Discuss Variance for Mary Alice Caraveo to place a carport at 1210 10th St: Mayor Potter asked to consider the variance. There were no questions. Alderman Jason White motioned, Logan Scarlett second, with all four in favor and one absent. Alderman Kyle Yeager was absent.

Consider and Discuss matters listed in TEX. GOVT. CODE SECTION 551.074(a) pertaining to the City Secretary position: Mayor Potter asked Amanda Cummings to speak. Amanda Cummings thanked everyone for letting her speak. She stated that she recently received a letter putting her on administrative leave. She said this came as a surprise. She pled her case that she is an

exempt employee, that she made the payroll adjustment on September 30th, and that she knows that the Auditors look at this so she isn't sure what she has done wrong. She also discussed about her demeanor and her availability during standard working hours. She stated that it is true that she doesn't always work during business hours, and admits that she is sick a lot, and saying that she has no immunity, and sleeps in because she works so late. She then spoke about her love for the City and the good work she has done. She thanked everyone for letting her speak and asked if there were any questions.

Mayor Potter spoke saying that it breaks his heart, but he thinks she's hurting herself by trying to do it all. He said that they had talked a few months ago again about training and delegating more of her job to the girls, but to this day it has not been done. Amanda Cummings stated that she has been trying to delegate and said that she shows that by sending emails to Russell, Bethany and Nikki. Mayor Potter said that he hired someone to help Amanda in 2021 and the 3 years that she was here, she was never trained by Amanda. He stated that she does great work, when she's there.

Alderman Troy White spoke about her doing great work, but he is concerned with her attendance and being able to delegate work. He said that this an 8AM-5PM job and when you don't come in during normal business hours, that becomes a concern to the point that we need to make changes. He stated the violation of policies is his biggest concern and that it's something that can't be overlooked. He then asked the City Attorney, Will Griffis, if we are certain that there is a violation of policy to change the status of Amanda Cummings employment status. Will Griffis then explained that it was definitely a violation since she went in and deducted the time for herself. Amanda Cummings argued that it was a standard practice since it was a correction of payroll. Will Griffis stated that when you go in and change payroll for yourself, that becomes a violation. He also said that since she is an officer for the City of Shallowater, that she needs to be seen during regular business hours, and a lot of the times that visibility isn't there.

Mayor RKP showed the time sheet to Amanda showing that she had adjusted the time herself. Amanda still questioned what she has done wrong. She then admitted that it didn't come from vacation time, it came from sick time. Mayor Potter explained again how she is doing everything herself without talking to anyone. She then stated that she spoke with Bryce about the adjustment. Then she said that she didn't talk to Russel about it because she had a class. Alderman Troy White asks if we are for sure certain that she has made a violation to work policies. Mayor Potter answered yes. Russell Moses explained that time was taken, it wasn't added back to anywhere else, so yes. Alderman Chris Cody explains what he understands. He explains that the employee took time that she didn't have, and whether it was 1 or 100 hours, it is a violation.

City Attorney Will Griffis discussed that this violation could be up to termination. Alderman Troy White asked if there were a motion made, could it be qualified by a time to submit a resignation. City Attorney Will Griffis answered yes.

Mayor RKP asks if there are any questions. There were no questions. Alderman Troy White motions first providing that we don't receive a resignation from Amanda Cummings within 48 hours, that we terminate employment. Alderman Logan Scarlett was second, with all in favor and one absent. Alderman Kyle Yeager was absent.

Open Forum closed at 7:55p.m.

Consider and Discuss changes to signatories for bank accounts: Adding Bethany Dotson to the bank account. Alderman Jason White motioned, Alderman Logan Scarlett second, with all four in favor and one absent. Alderman Kyle Yeager was absent.

Consider minutes of previous meeting (s): Alderman Chris Cody accepted the previous minutes and motioned first, with Alderman Jason White second, and all four in favor and one absent. Alderman Kyle Yeager was absent.

Consider Financial Report: Mayor Potter asked to consider the financial report. Alderman Chris Cody motioned first, Alderman Jason White second, with all four in favor and one absent. Alderman Kyle Yeager was absent.

Consider Bills Payable:

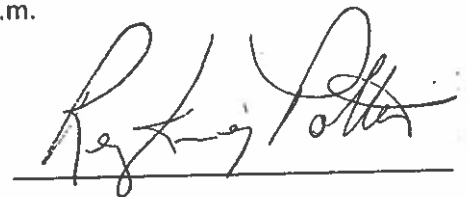
Mayor Potter asked to motion to pay the bills. Alderman Jason White motioned first, Alderman Logan Scarlett second, with all in favor and one absent. Alderman Kyle Yeager was absent.

Consider and Discuss Interim City Secretary: Mayor Potter asked to motion for Nikki Coronado to become the Interim City Secretary. Salary will be discussed in office. Alderman Jason White motioned first, Alderman Chris Cody in second, with all in favor and one absent. Alderman Kyle Yeager was absent.

There being no further business, meeting was adjourned at 8:01 p.m.



Nikki Coronado, Deputy City Secretary



Roy King Potter, Mayor