

THE LEVELLAND CITY COUNCIL MET IN REGULAR SESSION ON MONDAY, THE 21ST OF DECEMBER, AT LEVELLAND CITY HALL, R. O. DENNIS COUNCIL CHAMBERS, 1709 AVENUE H, WITH THE FOLLOWING MEMBERS PRESENT:

Barbra Pinner	Honorable Mayor	Present
Jim Myatt	Council Member	Present
Max Ledesma	Mayor Pro-Tem	Present
Breann Buxkemper	Council Member	Present
Joe Bill Vardeman	Council Member	Absent
Matt Wade	City Attorney	Present
Erik Rejino	City Manager	Present
Andréa Corley	City Secretary	Present

The Pledge was led by Mayor Barbra Pinner and the Invocation was given by Councilmember Jim Myatt

Statements by Citizens:

There was one statement by a citizen regarding the Levelland Animal Shelter

FIRST ITEM OF BUSINESS:

Consider and take necessary action to approve the minutes of December 7, 2020 regular meeting

Motion by Max Ledesma

Seconded by Breann Buxkemper

To approve the minutes of the December 7, 2020 regular meeting

Motion carried unanimously.

SECOND ITEM OF BUSINESS:

Consider and take necessary action on Resolution No. 2020-53, canvassing the 2020 Run-Off Election for Council Member District A and declaring the results of the election

An election was held in the City of Levelland, Texas on November 3, 2020, for the purpose of electing a Council Member in District A for a two-year term ending in 2022. That election required a runoff election to declare a winner. The Runoff Election was held December 15, 2020.

By approving Resolution No. 2020-53 the City Council finds that said election was duly called; that notice of the election was given in accordance with law; and that the election was

conducted in accordance with laws of the State of Texas and the Charter of the City of Levelland.

At this time, the 22-county Trauma Service Area (TSA) B continues to be above the 15 percent threshold for COVID-19 hospitalizations. As a result of being above the 15 percent threshold for more than seven (7) consecutive days, businesses which include restaurants, retail stores, office buildings, manufacturing facilities, gyms and exercise facilities and classes, and libraries remain at a maximum of 50 percent occupancy levels. Upon being below the 15 percent threshold for seven (7) consecutive days, businesses will then be able to return to 75 percent capacity.

Motion by Breann Buxkemper

Seconded by Jim Myatt

To approve Resolution No. 2020-54 extending the local disaster declaration

Motion carried unanimously

THIRD ITEM OF BUSINESS:

Consider and take necessary action to administer the Oath of Office to Councilmember District A

The City of Levelland conducted a City Officer's Election, which resulted in a runoff election, for the position of Council Member for District A. The runoff election was held December 15, 2020. The results have been canvassed.

The Oath of Office was administered to the newly elected candidate, Jim Myatt, for the next term ending in 2022

No council action taken.

FOURTH ITEM OF BUSINESS:

Consider and take necessary action on procedures, processes, timelines, and priorities regarding lifting restrictions and regulations implemented during the COVID-19 Public Health Emergency – Resolution No. 2020-54.

Council extended the current reopening order at the last meeting which keeps us in line with Governor Abbot's current order, GA-32. The current order will need to be extended through the next regular meeting in January. During this item we will also provide Council with an update on our current COVID-19 situation. In addition, outgoing Emergency Management Coordinator David Corder and incoming Emergency Management Coordinator Cole

Kirkland will be at the meeting to share some additional information related to COVID-19. Below is a summary of the regional hospital capacity and COVID-19 cases in the County.

COVID-19 Case Summary	
12/16/2020	
Total	1554
Recovered	1421
Deaths	65
Active	241

Date:	COVID-19 Hospitalizations
12/10/2020	26.41%
12/11/2020	26.90%
12/12/2020	27.00%
12/13/2020	28.09%
12/14/2020	26.14%
12/15/2020	25.02%
12/16/2020	23.33%

As you will note above the 22 county Trauma Service Area (TSA) B continues to be above the 15 percent threshold for COVID-19 hospitalizations. However, the percentage has trended down over the past seven days. As a reminder since our region is above the 15 percent threshold and has been for well over seven (7) consecutive days, businesses which include restaurants, retail stores, office buildings, manufacturing facilities, gyms and exercise facilities and classes, and libraries remain at a maximum of 50 percent occupancy levels. Upon being below the 15 percent threshold for seven (7) consecutive days businesses will then be able to return to 75 percent capacity.

Another threshold to keep in mind that we have been discussing is that if for a 14 day period there are no more than 30 confirmed new COVID-19 cases the County Judge can do an attestation to the State and reopen businesses back to 75 percent.

Motion by Breann Buxkemper

Seconded by Jim Myatt

To approve Resolution No. 2020-54 extending the local disaster declaration.

Motion carried unanimously

FIFTH ITEM OF BUSINESS:

Provide update regarding the Coronavirus Relief Fund, Coronavirus Aid, Relief and Security Act (CARES) provided through the Texas Division of Emergency Management.

Presented by Sarah Osburn, Director of Finance -The City of Levelland was allocated \$755,260 in grant funds to be administered in accordance with the CARES Act. These funds came to the state via the Treasury Department; the state utilized the Texas Department of Emergency Management (TDEM) for grant administration.

- CARES Act →Treasury Dept. →Texas Dept. of Emergency Mgt.
- Funds Allocated to City of Levelland \$755,260

Based on \$55 per capita

Each city within the county received their own allocation

County received a separate allocation

- General Grant Guidelines

Use to mitigate COVID

Expenses incurred between 3/1/2020 and 12/30/2020

Expenses that were not budgeted

75% vs 25%

Over the past several months, we have coordinated with South Plains College, Levelland ISD, Levelland Economic Development Corporation, South Plains Community Action Association, David Corder and Cole Kirkland to evaluate community needs related to the COVID-19 pandemic. We were able to address many of these needs through the CRF grant. Documentation of grant expenses were due December 15, 2020, and are currently in the review process with TDEM. We were able to utilize all dollars allocated.

- Levelland Independent School District \$100,180

Masks, gloves, sanitizer, etc. \$30,180

Operation Connectivity \$70,000

- South Plains College \$103,820

All spent on masks, gloves, sanitizer, etc.

- City of Levelland \$551,260

Masks, gloves, sanitizer, etc. \$133,716

Citizen considerations \$102,586

Small business grants \$ 74,890

Specialized equipment \$ 69,136

Payroll \$170,526

Miscellaneous \$ 406

- \$327,234 Spent Locally

As a reminder, these funds were required to be used on expenditures incurred between March 1, 2020 and December 30, 2020. They could not be used for items previously budgeted and had to be necessary to respond to or mitigate the COVID-19 public health emergency. At least 75% of the expenditures had to be for medical expenses, public health expenses or certain enumerated payroll expenses. The remaining 25% could be spent on the expense of actions to facilitate compliance with COVID-19 measures, providing economic support in connection with COVID-19 and other reasonably necessary COVID-19 related expenses.

No Council action taken.

SIXTH ITEM OF BUSINESS:

Consider and take necessary action on an interlocal agreement with South Plains College regarding the transfer of bleachers.

Dustin Reichelt, Director of Parks and Cemetery, has been in the process of cleaning up a couple of the Parks Department Yards along with several other departments. At this time, we have several older bleachers from the old soccer fields at City Park that have been in storage in the yard. We no longer have a need for these bleachers. In fact, the few times these bleachers have been used since 2015, they have been used by South Plains College (SPC) when they hold NJCAA related events. For events at City Park, we have existing bleachers that are newer that we utilize for those particular events.

We have been in conversations with SPC about the possibility of transferring the bleachers to SPC for their use as the Parks Department has not had a need for these particular bleachers in several years. Accordingly, staff is recommending that we enter into an interlocal agreement with SPC to allow the transfer of these bleachers to SPC. This will keep us from having to dispose of them and SPC has indicated that if the need ever arises where we need to borrow the bleachers that they would make them available to us. We have a good partnership with SPC and have borrowed other items from them in the past such as one of their stages for groundbreaking ceremonies. This agreement would keep them in the community and will allow us to get this particular yard cleaned up.

Motion by Breann Buxkemper

Second by Max Ledesma

To approve interlocal agreement with South Plains College regarding the transfer of bleachers Motion passed unanimously.

SEVENTH ITEM OF BUSINESS:

Consider and take necessary action regarding an agreement with SC Tracking Solutions for cross connection, backflow, and customer service inspection services.

The Texas Commission on Environmental Quality (TCEQ) requires municipalities that operate a Public Water System to maintain a Cross Connection Control Program. This includes performing Customer Service Inspections (CSI) and Backflow Prevention Assembly Testing as required by TCEQ. For example, residential low hazard/non hazard backflow devices are required to be inspected every three years and commercial or residential high hazard backflow devices are required to be inspected annually. The City is required to maintain this data for inspection by TCEQ. Here is a link that provides additional information on cross connection control programs: <https://www.tceq.texas.gov/drinkingwater/cross-connection>.

In addition, a City that operates a wastewater treatment system can regulate Fats, Oils and Greases (FOG) by local Ordinance. These types of programs can assist with addressing blockage issues in your sewer lines. The City does inspect commercial operations (ex.

Restaurant Grease Trap) as a preventative measure to determine that they are following local regulations.

Staff is proposing to enter into an agreement with SC Tracking Solutions (SCTS) to help manage these regulatory programs. SCTS specializes in customizing regulatory compliance data applications through web-based tools that offer simplicity, optimization, and automation at no cost to the City. SCTS charges each approved tester a fee of \$8.95 per required inspection. SCTS combines over 45 years of municipal and state experience. The following services will be provided by SCTS:

- SCTS will house the CSI and Backflow inspection data and send out Automated Reminder Notifications for required inspections to the customers and the City when due.
- SCTS will also send commercial restaurants having grease traps Fat / Oil / Grease (FOG) reminder of pumping schedules and will house the pumping data.
- SCTS will require all Technician/Tester/Hauler/Provider to annually register and go through a verification process for licenses, insurance, and test kit calibration certifications.
- SCTS has a Central repository for all test results and inspection data on a redundant server that is available to the City with a log-on interface. The data is owned by the City and will be returned if the service ends.

Staff recommends approval of the agreement between SC Tracking Solutions and the City of Levelland for Backflow/Customer Service (CSI) Tracking / FOG Applications.

Motion by Breann Buxkemper

Second by Max Ledesma

To approve an agreement between SC Tracking Solutions and the City of Levelland for Backflow/Customer Service (CSI) Tracking / FOG Applications.

Motion passed unanimously.

EIGHTH ITEM OF BUSINESS:

Consider and take necessary action on Ordinance No. 1052 on a second and final reading amending Article 3.1100 backflow and cross-connections of the City of Levelland Code of Ordinances.

As you know, over the past several months we have been working with City Attorney Matt Wade to update our code of ordinance as it relates to backflow and cross-connection devices inside the City so we are in compliance with current regulations. At the last meeting Council approved the ordinance on a first reading. At this time, we are asking Council to approve the ordinance on a second and final reading so the ordinance can become effective.

Joe Shedd, Chief Building Inspector, addressed questions from Council regarding the ordinance.

Motion by Breann Buxkemper

Second by Max Ledesma

To approve Ordinance No. 1052 on a second and final reading amending Article 3.1100 backflow and cross-connections of the City of Levelland Code of Ordinances.

Motion passed unanimously.

NINTH ITEM OF BUSINESS:

Convene into executive session in accordance with Texas Government Code §551.074 to deliberate the appointment, employment, evaluation, duties, discipline, or dismissal of a public officer or employee: City Manager

Mayor Pinner declared Council to be in Executive Session at 8:49p.m. She returned Council to regular session at 9:02pm.

There being no further business the meeting was adjourned.

Respectfully Submitted,

Andréa Corley, City Secretary