

THE LEVELLAND CITY COUNCIL MET IN A REGULAR MEETING ON MONDAY, THE 4th DAY OF APRIL 2022, 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
Mary Engledow	Council Member	Present
Breann Buxkemper	Mayor Pro Tem	Present
Michael Stueart	Council Member	Present
Matt Wade	City Attorney	Present
José Cavazos	Interim City Manager	Present
Andréa Corley	City Secretary	Present

The meeting was called to order at 6:00pm.

The Pledge was led by Mayor Barbra Pinner and the Invocation was given by Council Member Michael Stueart

Statements by Citizens:

There were no statements by citizens

FIRST ITEM OF BUSINESS:

Consider and take necessary action to approve the minutes of the March 21, 2022 regular meeting

Motion by Breann Buxkemper

Seconded by Mary Engledow

To approve the minutes of the March 21, 2022 regular meeting

Motion carried unanimously.

SECOND 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. 2022-16.

At this meeting we will ask Council to consider extending the local order and will also provide an update regarding our local COVID numbers. Staff is recommending that we extend our local order, keeping us in line with Governor Abbott and the continued state-wide COVID order. Covid numbers have dropped significantly since the Omicron variant spike in January/February. The demand on resources such as medical/hospital personnel and medical supplies has drastically decreased with the drop of positive cases. That by no means is stating

the end of COVID, but a “lull” in cases and demand on resources. Forward thinking and preparedness will continue to be the primary role of our medical response as we attempt to mitigate the severity of the impact in the event of another case spike. It is the recommendation of staff to extend the local order which allows resources to be routed and moved fluidly from local, regional, and state levels.

Case Summary 2022

Date	Feb 18	Mar 3	Mar 31
Confirmed	1603	1672	1,749
Fatalities	10	14	18
(active)	68	16	38

Trauma Service Area B- Hospitalizations

• Total Population : 492,885

Date	Feb 18	Mar 3	Mar 31
Staffed Beds	1,478	1,489	1,479
Available Beds	317	418	367
Available ICU Beds	A-8 P-14	A-15 P-23	A-25 P-23
Hospitalization %	8.73%	4.03%	.61%
Confirmed COVID Patients	129	60	9
Total Hospitalizations	1,161	1,071	1,112

Motion by Michael Stuart

Seconded by Mary Engledow

To approve Resolution No. 2022-16 extending the local disaster declaration.

Motion carried unanimously.

THIRD ITEM OF BUSINESS:

Consider and take necessary action on Resolution No. 2022-17 regarding utilization of the Levelland Civic Center as office space for the Texas Department of Emergency Management Liaison.

The Texas Division of Emergency Management is pushing to have some personnel from both the response division as well as the recovery division branch to work from within the region. Our emergency management coordinator, Cole Kirkland, was contacted by TDEM Regional Recovery Section Chief Erica McDowell, about potential vacant office space. The TDEM employee that would potentially office here is Brandy Lacouture. She is the Disaster Recovery Task Force Coordinator for TDEM and works with local officials frequently. Brandy lives here, just outside of Levelland, and is involved with local emergency management functions. The office space being considered is the classroom at the civic center. It has been verified with the Parks Director that the room is not being utilized and he is not aware of any plans that involve to use of that room in the future. TDEM has stated there are provisions to cover any office furniture or equipment needed to make the room functional for their needs. They are not able to provide funding for rent or a lease of the office space. With Brandy's area of operation being regional, she would normally be in office two to three days a week; then at times, be deployed to another jurisdiction for days or weeks.

The benefits of having a direct rapport with state agency officials is of benefit not only to local response officials but to the citizens of Levelland and Hockley County. Our efforts to help provide office space ensures we have a direct connection to disaster recovery and response resources at the regional and state level. It is of tremendous benefit during times the Emergency Operations Center is activated to have a TDEM employee not only be a resource but potentially be in the same room as our local officials during times of crisis. Building and ensuring the relationship remains intact brings resiliency and resources to our citizens when we are impacted by incidents beyond our control. It is staff recommendation to approve the use of the vacant classroom at the Civic Center as office space for Texas Division of Emergency Management personnel.

Motion by Breann Buxkemper

Seconded by Jim Myatt

To approve Resolution No. 2022-17 regarding utilization of the Levelland Civic Center as office space for the Texas Department of Emergency Management Liaison

Motion carried unanimously.

FOURTH ITEM OF BUSINESS:

Consider and take necessary action on proposed rule changes for the Levelland Cemetery.

The Cemetery Advisory Board met on January 11, 2022 to discuss a rule change concerning the flat section in the southwest corner of the cemetery marked in red on the map. Currently this section is for flat memorials only and with the popularity of upright memorials we are quickly running out of upright plots. City staff would like to change this section into a "combo"

section that allows both upright and flat memorials to better accommodate the needs for upright memorials. Staff was able to get in touch with 60% of the lot owners in this section and nobody opposed the changes. Staff also made every attempt possible to reach out to the remaining lot owners that could not be reached. The Cemetery Advisory Board has reviewed the proposed rule change and is recommending that Council approve the change as presented.

Motion by Breann Buxkemper

Seconded by Michael Stueart

To approve the proposed rule change for the Levelland Cemetery as recommended by the Cemetery Advisory Board.

Motion carried unanimously.

FIFTH ITEM OF BUSINESS:

Consider and take necessary action to select an engineering firm for the 2022 Texas Rural Business Fund Program application and potential award

On March 7, 2022, the City Council authorized the issuance of a Request for Qualifications (RFQ) in order to begin the process to secure an engineer for the Texas Rural Business Fund (TxRBF). The project will consist of adding additional infrastructure in the form of a rail spur coming off of the main railroad and additional roadwork in that immediate area. The maximum grant award is in the amount of \$1,000,000 with the LEDC providing a required 10% match. The selected engineering firm would design and oversee the project during construction. At this time the selection review committee appointed by Council met and has scored the proposals. The City received proposals from three engineering firms. The committee reviewed and scored each of the proposals as follows. Freese and Nichols (FNI) scored higher in most of the scoring criteria as evaluated than the other three engineering firms. Accordingly, FNI was the highest-ranking engineering firm and the committee is recommending that FNI be approved as the engineering firm for this project. The breakdown of how each firm scored in each scoring category is in the chart below.

	Experience	Work Performance	Capacity to Perform	Total
Freese & Nichols	233	97	60	390
Parkhill	235	90	60	385
Brandt Engineering	127	65	38	230

Following the selection of the engineering firm as required by procurement laws, we will then negotiate a contract with the selected engineering firm and bring the final proposed contract back to Council for final consideration. When procuring professional services, the City must first choose the most qualified before negotiating a price.

Motion by Mary Engledow

Seconded by Jim Myatt

To authorize to negotiate a contract with Freese and Nichols to provide engineering services related to the Texas Department of Agriculture Texas Rural Business Fund

Motion carried unanimously.

SIXTH ITEM OF BUSINESS:

Convene into executive session in accordance with Tex. Gov't 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 6:16p.m. She returned Council to regular session at 7:29p.m.

SEVENTH ITEM OF BUSINESS:

Consider and take necessary action on making a conditional offer of employment/appointment for city manager.

Motion by Breann Buxkemper

Seconded by Mary Engledow

To select Brandon Anderson as the next Levelland City Manager subject to successful background check, references and other relevant pre-employment matters and direct Matt Wade, City Attorney, and Jay Singleton, SGR Sr. Vice President, to negotiate employment terms and conditions and bring forward an employment agreement for City Council consideration.

Buxkemper, Engledow and Stueart voted FOR the motion

Myatt voted AGAINST the motion.

Motion passed on a 3-1 vote

There being no further business, the meeting was adjourned at 7:30pm.

Respectfully Submitted,

Andréa Corley, TRMC
City Secretary

Barbra Pinner, Mayor