

MINUTES OF REGULAR MEETING OF THE CITY COMMISSION OF THE CITY OF
LUFKIN, TEXAS, HELD ON THE 18TH DAY OF JUNE, 1991 AT 5:00 P.M.

On the 18th day of June, 1991, the City Commission of the City of Lufkin, Texas, convened in regular meeting in the Council Chambers of City Hall with the following members thereof, to wit:

Don Boyd	Mayor pro tem
Percy Simond	Commissioner, Ward No. 1
Danny Roper	Commissioner, Ward No. 3
Bob Bowman	Commissioner, Ward No. 4
Paul Mayberry	Commissioner, Ward No. 6
C. G. Maclin	City Manager
Bob Flournoy	City Attorney
Atha Stokes	City Secretary
David Cochran	Purchasing Agent

being present, and

Louis A. Bronaugh	Mayor
Jack Gorden	Commissioner, Ward No. 5
Ron Wesch	Asst. City Mgr./ Public Works

being absent when the following business was transacted.

1. Meeting was opened with prayer by Rev. Frank Starr, Minister, First Lutheran Church, Lufkin.

2. Mayor pro tem Don Boyd welcomed visitors present.

3. APPROVAL OF MINUTES

Minutes of regular meeting of June 4, 1991 were approved on a motion by Commissioner Bob Bowman and seconded by Commissioner Danny Roper. A unanimous affirmative vote was recorded.

4. ANGELINA BEAUTIFUL/CLEAN - WATER BILL DONATION REPORT

Mayor pro tem Boyd stated that the first item for consideration was a report by Stacy George on the City of Lufkin water bill donations to AB/C.

Ms. George stated that she was asked last year to make an annual report on the voluntary contributions of the water bill donations. Ms. George stated that last year the contribution was increased from 50 cents to \$1.00, with City Commission approval. Ms. George stated that she was present at tonight's meeting to give a summary of how last year's report compares to this year's report. Ms. George that page 1 of the report gives a summary of the beginning balance, expenditures and the ending balance. Ms. George stated that total income for 1989-90 was \$11,642 and for 1990-91 it was \$17,502 (2 mos. @ 50 cents and 10 mos. at \$1.00).

Ms. George stated that the reason for the large ending balance of \$11,423.33 is that the median project has not been paid for. Ms. George stated that a year ago she came before the City Commission to ask their participation in an agreement with the Texas Highway Department to landscape three medians in Lufkin. Ms. George stated that this would be a matching grant with AB/C giving \$6,000, the City Parks and Recreation Department matching this with maintenance and the Highway Department matching with plant materials and planting. Ms. George stated that the invoice from the Highway Department that was expected in April was not received until May, and \$8,000 of the \$11,423.33 balance is for median planting.

Ms. George stated that page 2 shows the projected income for 1990-91 at \$18,000.

Ms. George stated that the Highway Department has started work on the medians this week.

Ms. George stated that AB/C donated \$50 to Garrett Elementary, gave some plants for the downtown project, printed a handbook for all the volunteers explaining the program and how the \$1.00 contribution is spent, purchased some material from Keep America Beautiful for the schools, \$100 for the City-wide clean up in April, and purchased some T-shirts for AB/C for a total of \$2,868.

Ms. George stated that when the AB/C Program was started, the City of Lufkin contributed \$5,000 out of the City's budget. Ms. George stated that in lieu of the \$5,000 contribution the next year, she asked to go on the water bill for a voluntary 50 cent donation.

Ms. George stated that she had given the City Manager a copy of the City of Lufkin Governor's Community Achievement Award application for second place. Ms. George stated that she is in hopes of bringing the Sustained Excellence Award to the City of Lufkin.

5. AUTHORIZATION - APPROVED - KILN STREET ELEVATED STORAGE TANK - REPAIR TO RISER PIPE - DEAN JONES CONTRACTING, INC.

Mayor pro tem Boyd stated that the next item for consideration was authorization to accept a bid for repair to the riser pipe on the Kiln Street elevated storage tank.

City Manager Maclin stated that this item had been discussed at the time the bid was awarded for sandblasting and painting the tank. City Manager Maclin stated that a copy of the minutes from that meeting had been included in the packet explaining that the riser pipe would have to be inspected to see what repairs were necessary. City Manager Maclin stated that there was an alternate bid at that time of \$25,000. City Manager Maclin stated that the riser pipe does not need to be replaced at this time but does need some additional sandblasting and painting for a cost of \$12,500.

City Manager Maclin stated that a letter from the Public Works Director and the contractor had been included in the packet.

Motion was made by Commissioner Danny Roper and seconded by Commissioner Bob Bowman that bid of Dean Jones Contracting be accepted to repair the riser pipe on the Kiln Street elevated storage tank and that the budget be amended accordingly. A unanimous affirmative vote was recorded.

6a. BID - APPROVED - DRAPES - CIVIC CENTER - WINDOWS & THINGS

Mayor pro tem stated that the next item for consideration was drapes for the Civic Center.

City Manager Maclin stated that the low bid had been received from Windows & Things in the amount of \$18,595, which is under the budgeted amount of \$24,600.

Motion was made by Commissioner Danny Roper and seconded by Commissioner Bob Bowman to accept the low bid of Windows & Things in the amount of \$18,595. A unanimous affirmative vote was recorded.

6b. BID - APPROVED - WATER FOUNTAINS - PARKS DEPARTMENT - PERSENAIRE

Mayor pro tem Boyd stated that the next item for consideration was bids for water fountains for the Parks Department to be used at Jones Park.

City Manager Maclin stated that two bids had been received on this item and staff was recommending the low bid of Persenaire in the amount of \$2,250. City Manager Maclin stated that this is part of the Jones Park grant expenditures.

Motion was made by Commissioner Danny Roper and seconded by Commissioner Bob Bowman that bid of Persenaire in the amount of \$2,250 be accepted as the low bid. A unanimous affirmative vote was recorded.

6c. BID - APPROVED - ELEVATOR MAINTENANCE - RIVER CITY ELEVATOR

Mayor pro tem Boyd stated that the next item for consideration was bids for elevator maintenance.

City Manager Maclin stated that the low bid had been received from the River City Elevator Company in the amount of \$2,220 for an annual contract.

Motion was made by Commissioner Paul Mayberry and seconded by Commissioner Percy Simond that bid of River City Elevator Company in the amount of \$2,220 for an annual contract be accepted as submitted. A unanimous affirmative vote was recorded.

6d. BID - APPROVED - AMBULANCE COLLECTION AGENCY - TRW RECEIVABLES MANAGEMENT SERVICES, INC.

Mayor pro tem Boyd stated that the next item for consideration was bids for ambulance collection agency for the collection of delinquent accounts for the EMS Department.

City Manager Maclin stated that if the City Commission chooses to approve item #7 where the delinquent accounts are turned over to a collection agency, they will be determining in item #6d who the low bid will go to. City Manager Maclin stated that in the spring the need for a more timely write-off procedure was discussed to have a more accurate reflection of year-to-date accounts receivable in the EMS billing. City Manager Maclin stated that by utilizing a collection agency, the City will be making every effort possible to insure that the highest percentage rate of collections is being met.

City Manager Maclin stated that staff is recommending the low bid of TRW Receivables Management Services, Inc. and their bid is for 25% for any account placed 120 to 365 days after the date of service or 50% for all accounts placed 365 days or more.

In response to question by Commissioner Simond, City Manager Maclin stated that this does not change the amount of the original bill nor does it remove the person from the liability of the bill.

Chief Snyder stated that when the EMS Department got their new computer system they also received an adjudication through Medicare/Medicaid to raise the rate that the Department could collect. Chief Snyder stated that at this time the Department also decided to accept assignments on Medicare/Medicaid and insurance. Chief Snyder stated that by accepting assignments, the Department was put in the position of having to write-off the part that Medicare/Medicaid did not pay (20%). Chief Snyder stated that in the past this amount was carried on the books as a debt and it was pursued from a collection standpoint.

In response to statement by Commissioner Simond, City Manager Maclin stated that staff did research on the reputation of TRW. Chief Snyder stated that as part of the bid application each firm had to state that they conformed to all of the guidelines that are placed on collection agencies. Chief Snyder stated that all of the requests for bids were sent to reputable firms in this industry. Chief Snyder stated that the bid request was also

published in the Lufkin News for any local bidder who would desire to bid.

Chief Snyder stated that bills are usually sent out within 24 hours of an ambulance run, and within 72 hours for weekend runs, which has helped collections tremendously. Chief Snyder stated that four bills are sent within the 120 day period and citizens are urged to contact the EMS Billing Office to work out arrangements to pay the bill.

Motion was made by Commissioner Percy Simond and seconded by Commissioner Bob Bowman that the low bid of TRW Receivable Management Services, Inc. be accepted as submitted. A unanimous affirmative vote was recorded.

7. AUTHORIZATION - APPROVED - QUARTERLY WRITE-OFF POLICY - EMS BILLINGS

Mayor pro tem Boyd stated that the next item for consideration was authorization for City staff to establish a quarterly write-off policy of EMS billings for audit purposes and accounts receivable adjustment and referral of all bills over 120 days past due to a collection agency.

City Manager Maclin stated that basically now that there is a low bidder providing this collection service, staff is requesting that the quarterly write-off policy beginning July 1st, be placed on the City Commission agenda for write-off purposes and then refer them to TRW for collection.

Motion was made by Commissioner Paul Mayberry and seconded by Commissioner Percy Simond to accept the quarterly write-off policy for EMS billings for audit purposes and accounts receivable adjustment and referral of all bills over 120 days past due to a collection agency. A unanimous affirmative vote was recorded.

8. EXECUTIVE SESSION

Mayor pro tem Boyd recessed regular session to enter into Executive Session at 5:34 p.m. Regular session was reconvened at 5:54 p.m. and Mayor pro tem Boyd stated that appointments to several boards had been discussed and that the City Attorney had made recommendation for the following dilapidated houses to be demolished:

1. 1807 Sunrise
2. Culverhouse and James (partially torn down)
3. Loop 287 and Highway 69 North (partially torn down)
4. 407 Dale Street
5. 1609 Knight Street
6. 1616 Knight Street
7. 507 Lofton Street

Motion was made by Commissioner Percy Simond and seconded by Commissioner Paul Mayberry that dilapidated houses as recommended by the City Attorney be torn down. A unanimous affirmative vote was recorded.

9. APPOINTMENTS - APPROVED - PLUMBING APPEALS AND ADVISORY BOARD - LUFKIN BOARD OF DEVELOPMENT

Motion was made by Commissioner Paul Mayberry and seconded by Commissioner Percy Simond that Bob Harbuck be appointed to the Plumbing Appeals and Advisory Board to fill the unexpired term of James Templeton. A unanimous affirmative vote was recorded.

Motion was made by Commissioner Bob Bowman and seconded by Commissioner Danny Roper that Jay Pandya be appointed to serve on the Lufkin Board of Development. A unanimous affirmative vote was recorded.

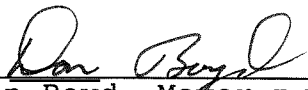
10. COMMENTS

Commissioner Bob Bowman passed out a newspaper clipping from the Houston Chronicle regarding cable television. Commissioner Bowman stated that the clipping essentially says that the FCC has voted to allow local governments to regulate the prices to charge for more than half the nation's cable TV systems. Commissioner Bowman stated that he was not sure if this is applicable to Lufkin or not but in reading the story he senses that it probably is in that our cable system seems to fall in this category of stations that now be regulated as far as price is concerned. Commissioner Bowman stated that he wanted to encourage the City Manager to find out if this is applicable to Lufkin and as soon as the 90 day effective date is past, put the Cablecom Company on the agenda so that the City Commission can tell them that the City now has the authority to regulate prices in hopes of using this as a lever in doing something about the deplorable system they have in Lufkin. Commissioner Bowman stated that he receives more call about the Cablecom system than any other item.

In response to question by Commissioner Bowman, City Attorney Flournoy stated that the only thing that would keep this ruling from applying to Lufkin would be the six "over the air" stations.

City Manager Maclin stated that a budget workshop will be held on Thursday, June 20th, in Room 202. City Manager Maclin stated that Mike Byrd of First Southwest will be present to discuss the upcoming bond election.

11. There being no further business for discussion, meeting adjourned at 6:05.



Don Boyd, Mayor pro tem

ATTEST:



Atha Stokes, City Secretary