

MINUTES  
REGULAR MEETING  
TUESDAY, MAY 25, 2021

The City Council of the City of Monahans, Texas convened on the above date at 3:00 p.m. in the Council Chambers of City Hall with the following members, officers and visitors present:

Adam Steen	Mayor
Rudy Hernandez	Council Member District No. 1
Jeppie S. Wilson, Jr.	Council Member District No. 2/Mayor Pro Tem
Calvin Carrell	Council Member District No. 3
Ivy Valenzuela	Council Member District No. 4
Richard Hawkins	Council Member District No. 5
Rex M. Thee	City Manager
Frank Heslin	Assistant City Manager
Tonya Todd	City Secretary
Alan Nicholas	Attorney for the City
Teresa Burnett	Executive Director Chamber of Commerce
Ashley Adauto	Director Monahans Economic Development Corporation
Richard Covington	Public Works Director
Billy Riley	Chief of Police MPD
Kris Quintana	Captain MPD
Stormey Laws	Lieutenant MPD
Lorena Valle	Finance Officer
Smokey Briggs	The Monahans News
Jeanie K. Schlueter	Atom Electric
Meagan Steen	Delaney's Flowers & Gifts
Hayden Steen	Self
Homer Steen	Self
Jill Steen	Self
Alan Steen	Self
Aaron Steen	Self
Susan Carrell	Self
Loris Scott	Self
Elizabeth Truex	Proclamation Motorcycle Awareness
Danny Morriss	Proclamation Motorcycle Awareness

City Secretary Tonya Todd administered the Oath of Office for Council Member District No. 3, Calvin Carrell; Council Member District No. 2, Jeppie Wilson; and the Office of Mayor, Adam Steen.

**ITEM #1 & ITEM #2** Mayor Steen called the meeting to order and Councilman Wilson gave the invocation.

**ITEM #3** City Manager Rex M. Thee briefed the Council on approving the minutes of the May 11, 2021 Regular Council Meeting.

Motion by Councilman Carrell, seconded by Councilman Valenzuela to approve the minutes of the May 11, 2021, Regular Council Meeting, as presented.

Votes were as follows:

“Aye”	Rudy Hernandez
“Aye”	Jeppie Wilson
“Aye”	Calvin Carrell
“Aye”	Ivy Valenzuela
“Aye”	Richard Hawkins

Motion carried.

**ITEM #4** Presentation by citizens to be heard. Teresa Burnett, Chamber of Commerce Director, mentioned that Comp-U-Dopt, a nonprofit organization, will distribute computers to qualified youth in the community to help them grow in their tech skills and homework assignments. Ashley Aduato, MEDC Director, stated that they had a final walk through at Monahans Parkway, with minor issues and a final walk through with the new streets in the East Parkway Sub Division, with minor issues, as well.

**ITEM #5** City Manager Rex M. Thee briefed the Council with regards to Elect Mayor Pro Tem.

Motion by Councilman Hawkins, seconded by Councilman Carrell to appoint Jeppie Wilson as Mayor Pro Tem for a one-year term.

Votes were as follows:

“Aye”	Rudy Hernandez
“Aye”	Jeppie Wilson
“Aye”	Calvin Carrell
“Aye”	Ivy Valenzuela
“Aye”	Richard Hawkins

Motion carried.

**ITEM #6** City Manager Rex M. Thee briefed the Council regarding a Proclamation: Motorcycle Safety and Awareness Month. Mr. Thee indicated that the Proclamation is intended to help heighten safety and awareness for riders and motorists alike to give each other the mutual respect they deserve. Mayor Steen read the Proclamation aloud and proclaimed the month of May as “Motorcycle Safety and Awareness Month” and urges all residents to do their part to increase safety and awareness in our community.

Motion by Councilman Hawkins, seconded by Councilman Hernandez to approve the Proclamation, as presented.

Votes were as follows:

“Aye”	Rudy Hernandez
“Aye”	Jeppie Wilson
“Aye”	Calvin Carrell

“Aye” Ivy Valenzuela  
“Aye” Richard Hawkins

Motion carried.

**ITEM #7 Public Hearing:** Open for comments regarding Lot 1 of an unnamed plat, Block N, Section 50 (79.62’x139.05’) G&MMB&A (a.k.a.101 South James) removal from the fire zone  
**Close Public Hearing**

Mayor Steen opened the Public Hearing for comments concerning a request from Billy Neace to remove 101 South James from the fire zone. City Manager Rex M. Thee stated that the building they built on the property has an issue with the distance from the property line and removing the property from the fire zone would solve the issue. Mr. Thee stated that the south end of the platted lot is already outside the fire zone, and other than Bryan Heflin’s lot adjacent to the west, the lots west and east are all outside the fire zone. No further comments were made and Mayor Steen closed the Public Hearing.

**ITEM #8** City Manager Rex M. Thee briefed the Council regarding the First Reading of Ordinance No. 1287 regarding Lot 1 of an unnamed plat, Block N, Section 50 (79.62’x139.05’) G&MMB&A (a.k.a.101 South James) removal from the fire zone.

Motion by Councilman Wilson, seconded by Councilman Valenzuela to approve the First Reading of Ordinance No. 1287:

ORDINANCE NO. 1287

AN ORDINANCE REMOVING CERTAIN LAND SITUATED WITHIN THE CITY OF MONAHANS AS DESCRIBED HEREIN FROM FIRE ZONE.

Section 1: That the following property be removed from the Fire Zone:

1. Lot 1 of an unnamed plat, Block N, Section 50 (79.62’x139.05’) G&MMBA, otherwise known as 101 South James, Monahans, Texas

Votes were as follows:

“Aye”	Rudy Hernandez
“Aye”	Jeppie Wilson
“Aye”	Calvin Carrell
“Aye”	Ivy Valenzuela
“Aye”	Richard Hawkins

Motion carried.

**ITEM #9** City Manager Rex M. Thee briefed the Council regarding acknowledgement of completion of Cybersecurity Training Program requirements of Section 2054-5191, Government Code. Mr. Thee stated that the City of Monahans is in compliance with state law requiring local governments to train all employees who do or may operate any device that connects to the internet. Mr. Thee mentioned that the law also requires all elected officials to take cybersecurity training and Risk Management Officer Melton Mitchell has insured all employees and elected officials have been trained. Mr. Thee indicated that the form for House Bill 3834 Certification for Local Governments is ready to be signed.

Motion by Councilman Hawkins, seconded by Councilman Hernandez to acknowledge completion of the Cybersecurity Training Program.

Votes were as follows:

“Aye”	Rudy Hernandez
“Aye”	Jeppie Wilson
“Aye”	Calvin Carrell
“Aye”	Ivy Valenzuela
“Aye”	Richard Hawkins

Motion carried.

**ITEM #10** City Manager Rex M. Thee briefed the Council with regards to approving a Contract with Ward County for 2022-2023 Tax Collection and Billing Service. Mr. Thee indicated that the total cost for tax year 2022 will be \$3,117.95, the same as last year.

Motion by Councilman Hernandez, seconded by Councilman Hawkins to approve the Contract, as presented.

Votes were as follows:

“Aye”	Rudy Hernandez
“Aye”	Jeppie Wilson
“Aye”	Calvin Carrell
“Aye”	Ivy Valenzuela
“Aye”	Richard Hawkins

Motion carried.

**ITEM #11** City Manager Rex M. Thee briefed the Council regarding a request from the Chamber of Commerce and the Butterfield Committee for Hotel Occupancy Tax Funds in the amount of \$15,000 for a Concert, July 30, 2021. Ms. Burnett mentioned that they have a great opportunity to bring John Conlee to perform at the Butterfield Festival. Ms. Burnett stated that they have had requests for tickets from the surrounding areas, including Colorado City and Artesia, New Mexico. Mr. Thee indicated that the funds are available in the current HOT budget.

Motion by Councilman Carrell, seconded by Councilman Hawkins to approve the request for \$15,000 HOT funds to the Chamber of Commerce for the July 30, 2021 Concert Event.

Votes were as follows:

“Aye”	Rudy Hernandez
“Aye”	Jeppie Wilson
“Aye”	Calvin Carrell
“Aye”	Ivy Valenzuela
“Aye”	Richard Hawkins

Motion carried.

**ITEM #12** City Manager Rex M. Thee briefed the Council with regards to approving Interlocal Agreement between the Permian Basin Regional Planning Commission and the City of Monahans for E9-1-1 Public Safety Answering Point Services for 09/01/2021- 08/31/2023.

Mr. Thee indicated that the interlocal agreement is reviewed and renewed every two years and allows the necessary equipment, software, training and maintenance to provide 911 services. Mr. Thee stated that he and Chief Riley reviewed the contract and it is essentially the same as the previous two-year contract and he recommends accepting it.

Motion by Councilman Valenzuela, seconded by Councilman Wilson to approve the Interlocal Agreement between the Permian Basin Regional Planning Commission and the City of Monahans for E9-1-1 Public Safety Answering Point Services for 09/01/2021- 08/31/2023.

Votes were as follows:

“Aye”	Rudy Hernandez
“Aye”	Jeppie Wilson
“Aye”	Calvin Carrell
“Aye”	Ivy Valenzuela
“Aye”	Richard Hawkins

Motion carried.

**ITEM #13** City Manager Rex M. Thee briefed the Council regarding a Right-of-Way Easement Agreement with Delcom, Inc. Mr. Thee indicated that Delcom has requested to utilize a 6” wide, 1030’ in length area inside a 30’ wide City of Monahans Utility Easement to service Road Ranger and Mockingbird Villas Apartments with internet. Mr. Thee stated that Delcom proposes to place a two (2) duct system with a fiber cable 3’ north of Road Ranger Property Line and follow the same path to the east & then turn South along and 4’ east of Road Ranger property line. Mr. Thee stated that the line will exit the City ROW onto Mockingbird property to service the apartments. Mr. Thee mentioned that Delcom has offered \$150 plus compliance with all requirements of maintenance, etc. of this agreement. Mr. Thee stated that the University Lands schedule sets a minimum of \$2.00 per Rod (16.5 feet) which would be \$124. Mr. Thee indicated that the Contract, if approved, would be for 10 years, renewable for an additional 10 years for consideration of payment of fees, adjusted to meet or exceed University Lands schedule at that time.

Motion by Councilman Carrell, seconded by Councilman Hawkins to approve the Right-of-Way Easement Agreement with Delcom, Inc.

Votes were as follows:

“Aye”	Rudy Hernandez
“Aye”	Jeppie Wilson
“Aye”	Calvin Carrell
“Aye”	Ivy Valenzuela
“Aye”	Richard Hawkins

Motion carried.

**ITEM #14 EXECUTIVE SESSION:** Mayor Steen read the following statement aloud, in open session “The City Council will begin its Executive Session on this 25th day of May 2021 at 3:25 p.m. Pursuant to the provisions of the Open Meetings Law – Texas Government Code, in accordance with the authority contained in:

a) Section 551.074 Personnel Matter.”

**ITEM #15** OPEN Session: Mayor Steen read the following statement aloud, in open session  
“The City Council has completed its Executive Session on the 25th day of May 2021 at 3:57  
p.m.”

To take any action deemed necessary after executive session regarding

a) Section 551.074 (Personnel Matters)

No action taken.

**ITEM #16** Motion by Councilman Hawkins, seconded by Councilman Wilson to adjourn  
meeting at 3:58 p.m.

Votes were as follows:	“Aye”	Rudy Hernandez
	“Aye”	Jeppie Wilson
	“Aye”	Calvin Carrell
	“Aye”	Ivy Valenzuela
	“Aye”	Richard Hawkins

Motion carried.

Passed and approved by the Monahans City Council on June 8, 2021.

ATTEST:

APPROVED:

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Tonya Todd, City Secretary

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Adam Steen, Mayor