



REGULAR MEETING MINUTES

A Regular Meeting of the Governing Body of the City of Ranger, Texas, was held on **Monday, June 23, 2025 at 5:30 p.m.** in City Hall, 400 West Main Street Ranger, Texas. The following subjects were discussed, to wit:

Council Members and City Staff Present:

Honorable Robert Butler	Mayor
Commissioner Vicki Doyle	Place 1
Commissioner Jim McCullough	Place 2
Commissioner Katie Billings	Place 3
City Manager Charlie Archer	
Fire Chief Darrell Fox	
City Secretary Hope Delatorre	
Finance Director/Municipal Clerk Carol Stephens	
Public Works Director Daniel Plascencia	
Police Chief Charlie Rodriguez	
Animal Control Officer Carrie Piant	
Municipal Judge Doyle Russell	
Code Enforcement Officer Brittany Kinnard	

Agenda Item 01: Call to Order-Mayor Robert Butler

Roll Call/Quorum Check Hope Delatorre City Secretary
Invocation of Prayer
Pledge of Allegiance to the United States Flag
Pledge of Allegiance to the Texas Flag

Agenda Item 02: Citizen's Presentation-At this time, anyone on the list will be allowed to speak on any matter other than personnel matters or matters under litigation, for a length of time not to exceed THREE minutes. No Council/Board discussion or action may take place on a matter until such matter has been placed on an agenda and posted in accordance with law.

Citizen Clinton Eaton was signed up to speak but did not make it to the meeting.

Agenda Item 03: Announcements from City Commission or Staff-Comments may be made by council or staff, **BUT NO ACTION TAKEN** on the following topics without specific notice. Those items include: Expressions of Thanks, Congratulations or Condolence; Information on Holiday schedules; Recognition of public officials, employees or citizens other than employees or officials whose status may be affected by the council through action; Reminders of community events or

announcements involving an imminent threat to the public health and safety of the people of the municipality.

The City Secretary notified the citizens that City Hall would be closed July 4th and 7th for Independence Day. Police Chief Charlie Rodriguez announced on August 5, 2025, the Fire Department and Police Department would be hosting a National Night Out that will be open to the public. Mayor Butler reminded the citizens that the City of Ranger Veterans Commission and the Ranger Veterans Support Group would be hosting a 4th of July Celebration at the Veterans Memorial Park and notified the citizens that a burn ban was in effect. The Mayor also requested that citizens refrain from providing proposals or bids to the city attorneys and asked them to reach out to the commission or the city hall for assistance in any matters. City Manager Charlie Archer and Mayor Butler introduced the Code Enforcement Officer (CEO) Brittany Kinnard. They also commended Animal Control Officer (ACO) Carrie Pilant for all of her hard work. ACO Pilant gave a brief update on the shelter and informed the citizens of a vaccination clinic being hosted at the Fire Department. Fire Chief Darrell Fox informed the commission that the Fire Department had passed their inspection. City Manager Archer commended the Fire Department for their facility and the Public Works Department for their work on Tiffin Road. Commissioner McCullough showed his appreciation for Ken Charman for his assistance in clean-up efforts. Mayor Butler also commended ACO Pilant on her completion of her training.

Agenda Item 04: Discuss/Consider: Approval of minutes of previous meetings:

- June 9, 2025

Motion was made by Commissioner McCullough to accept the minutes.
Seconded by Commissioner Doyle

Unanimously approved.

Agenda Item 05: Discuss/Consider: City Manager's Report: business regarding city administration. The City Commission may provide staff direction; however, no action shall be taken. (City Manager)

- Clean-up of Riddle Street area to facilitate water drainage.
- Grant updates to include new Application. (other than later item on CWDG equipment actions)
- Progress on Wastewater Plant upgrades/repairs.

City Manager Charlie Archer announced that the City of Ranger would get a refund on the classes paid for by a previous City Administrator. The pump company CSS would be picking up the pumps at the wastewater treatment plant due to malfunction. The Texas Water Development Board (TWDB) had reached out to Manager Archer for more information on one of the grants the City of Ranger had applied for which was considered a positive sign. The Animal Control box change to another vehicle was not viable due to the difference in truck bed size. Several letters had been sent out by Code Enforcement and four warrants had been issued for properties in town that were in violation of ordinances. Manager Archer also reminded the citizens of bulk pick-up and how to sign up along

with the specifications on size for the pick-up. He also announced that the Spring Market was to begin a sizeable remodel that week.

No action was taken.

Agenda Item 06: Discuss/Consider: Payable Bills. Listing of current bills for Commission Consideration. (Finance Director)

Finance Director Carol Stephens highlighted a list of bills that included the Eastland County Water Supply District that was higher than usual due to several leaks. Mayor Butler questioned payment to RVS and the transition to the software company Frey Municipal Software. They also discussed a payment of \$18,604.20 to eHT and asked for clarification from the Public Works Director who notified the Commission the charge was due to eHT assisting with paperwork for grants and certain reports that were missed and/or late. Additionally, eHT was providing wastewater certification assistance to the city, and once our city staff obtained those certificates we would see a reduction in this monthly cost.

Motion was made by Commissioner McCullough to pay the bills.

Seconded by Commissioner Doyle.

Unanimously approved.

Agenda Item 07: Discuss/Consider: Contract with Kennedy Computer Solutions (KCS). (Finance Director)

Chance and Coy from KCS were in attendance, and they presented a contract and handbook to the commission for approval. This would begin July 1, 2025, originally written as April 1, 2025, which would need to be corrected before signed. This contract would be for managed service using the current servers. Cloud migration would cost an additional 35,000 with ½ up front. Mayor Butler clarified that cloud migration would be an additional charge not included in the contract, and that additional service would be presented to the commission in about six weeks. KCS also stated they would provide group email accounts as needed to the city (i.e., cityofranger@rangertx.gov).

Motion was made by Commissioner Doyle to accept the contract with amendments.

Seconded by Commissioner McCullough.

Unanimously Approved

Agenda Item 08: Discuss/Consider: Employee Health Insurance (Finance Director)

The Finance Director Carol Stephens notified the Commission that the contract for City employees was up for renewal with no price increase to be signed by the Commission before the due date of June 30. Open enrollment for staff is August 1-15. The contract includes items such as COBRA, life/accidental D&D, and dependent life insurance.

Motion was made by Commissioner McCullough to accept the renewal of the employee health insurance.

Seconded by Commissioner Doyle.

Unanimously approved.

Agenda Item 09: Discuss/Consider: Resolution 2025-06-23-A—Allowing for the submission of a grant for a license plate reader and naming the City Manager, Finance Director, and Police Chief on the grant. (City Manager)

The City Manager reminded the commission that the grant had been previously approved for submission but to do so, a new resolution with different language had to be adopted allowing for it. It was noted that there was no matching funds needed for this grant.

Motion was made by Commissioner McCullough to adopt the resolution.
Seconded by Commissioner Doyle.

Unanimously approved.

Agenda Item 10: Discuss/Consider: Resolution 2025-06-23-B—Establishing a Bank Account for the funding of the Wildfire Mitigation Grant

In order to receive the funding for the grant, the City of Ranger would have to open a separate bank account with First Financial Bank.

Motion was made by Commissioner McCullough to adopt the resolution.
Seconded by Commissioner Doyle.

Unanimously approved.

Agenda Item 11: Discuss/Consider: City Clean-up Code Enforcement Actions and Updates. Includes listing by property of status. (City Manager and Code Enforcement Official)

The City Manager and Code Enforcement discussed a list of properties in violation of certain ordinances in town and actions that were being taken to resolve it. Additional properties had been sent letters which occurred after the preparation of that list. The focus for clean-up was primarily the Loop in accordance with city planning with a few properties on main street that had already been identified. Additionally, a few properties were identified because of citizen complaint requests.

Motion was made by Commissioner McCullough to take no action.
Seconded by Commissioner Billings.

Unanimously approved.

Agenda Item 12: Discuss/Consider: REDC Playground Equipment Discussion (REDC President)

MJ Dawson gave a brief update on the equipment for the playground which included additional grant research and seeking donations from people in the community. Mayor Butler discussed an ordinance of a bank account for the funds raised for the park.

Motion was made by Commissioner Doyle to take no action.
Seconded by Commissioner McCullough.

Unanimously approved.

Agenda Item 13: Discuss/Consider: Resolution 2025-06-12-D REDC Investment Policy (REDC President, REDC Treasurer)

MJ Dawson (REDC President) and Doyle Russell (REDC Treasurer) presented an investment policy that mirrored a resolution previously done by the City of Ranger. Mayor Butler called for clarification on some of the language that referred to the City of Ranger as an investment officer.

Motion was made by Commissioner McCullough to adopt the resolution with an amendment to name the Mayor of the City of Ranger as the investment officer for the city commission.
Seconded by Commissioner Billings.

Unanimously approved.

Agenda Item 14: Discuss/Consider: REDC Proposal with Global Site Location Industries (REDC President)

The REDC President presented a proposal from the Global Site Location Industries which would provide an avenue that would assist in bringing businesses into the City of Ranger. The proposal would incur a fee of \$7500 which would be partially reimbursed through a grant in the amount of \$4000.

Motion was made by Commissioner Doyle to accept the proposal, join Arket and the REDC watch the timelines for the grants.
Seconded by Commissioner McCullough.

Unanimously approved.

Agenda Item 15: Discuss/Consider: Two Week City Clean-up in July with no fees for Residential Customers with current water bill. Rules would apply to include pick-up and up to medium trailer not to exceed sixteen feet. They will not accept tires, microwaves, wire of any kind, hazardous waste, or medical waste. (Mayor Butler, City Manager)

Mayor Butler introduced the idea of a City-wide clean-up which would go along with the Bulk Pick-up that is offered by Republic Services (our sanitation company). The effort could include the Public Works department in handling free metal pickup.

Motion was made by Commissioner Doyle to approve the cost of two additional dumpsters per week for the third and fourth weeks of July for Clean-Up Efforts.

Seconded by Commissioner McCullough

Unanimously approved.

Agenda Item 16: Discuss/Consider: 2024 Water Quality Reports posted with the Web Site.
(Public Works Director)

The Public Works Director announced that the 2024 City of Ranger Water Quality Reports were available online for the citizens of Ranger.

Motion was made by Commissioner McCullough to take no action.

Seconded by Commissioner Doyle.

Unanimously approved.

Agenda Item 17: Discuss/Consider: Budget Series Updates. Status of Department Working Meetings to include 2025-2026 Budget Action Timelines. (Mayor Butler, City Manager, and Finance Director)

Mayor Butler informed the Commission of the Budget Workshop Updates which included a series of departmental meetings to discuss needs, wants, and expectations from the department heads in the City of Ranger. These meetings would not require a quorum, but anyone would be welcome to attend.

Motion was made by Commissioner McCullough to take no action.

Seconded by Commissioner Billings.

Unanimously approved.

Agenda Item 18: Discuss/Consider: Update and Amendment of the City of Ranger Personnel Manual. The discussion will include a review of key rules, policies, and procedures. (Mayor Butler)

The City of Ranger's personnel policy needs to be updated. Mayor Butler provided a draft of a revision to the Commission and department heads for review, suggestions, and edits. Edits were requested in advance of the next regular meeting. Some changes included: tobacco free guidelines, changes to the holiday schedule, political activity and conflicts of interest, and health and fitness requirements.

Motion was made by Commissioner McCullough to take no action.

Seconded by Commissioner Billings.

Unanimously approved.

Agenda Item 19: Discuss/Consider: Initial Flooding Mitigation Planning Discussion for 2025-2026 to include seasonal action items. (Mayor Butler, City Manager, Public Works Director)

Mayor Butler addressed the importance of having a Flood Mitigation Plan and included an outline of what that plan would include in order to protect people, property, and infrastructure. This plan could support requests for grant assistance in the future.

Motion was made by Commissioner McCullough to take no action.
Seconded by Commissioner Doyle.

Unanimously approved.

Agenda Item 20: Discuss/Consider: Retire into Executive Session to deliberate any items as authorized by Texas Government Code Section 551.07

- Termination Appeal of Police Sergeant Todd Youngs
- Animal Control Officer Certification Completion

Retired into Executive Session at 19:13

Agenda Item 21: Discuss/Consider: Reconvene into Open Session to take action as determined appropriate regarding:

- Termination Appeal of Police Sergeant Todd Youngs
- Animal Control Officer Certification Completion

Reconvened into Open Session at 20:10

Motion was made by Commissioner McCullough to uphold the termination of Todd Youngs.
Seconded by Commissioner Billings.

Unanimously approved.

Motion was made by Commissioner McCullough to increase the pay of the Animal Control Officer due to her certification.
Seconded by Commissioner Doyle.

Unanimously approved.

Agenda Item 22: Discuss/Consider: Adjournment

Motion made by Commissioner Doyle to adjourn.
Seconded by Commissioner Billings.

Unanimously approved.

Adjourned at 20:11

These minutes were approved on the 14 day of July 2025

CITY OF RANGER, TEXAS

ATTEST:



Hope Delatorre, City Secretary



Robert Butler, Mayor