

Duncanville City Council Meeting Minutes

Regular Meeting

Tuesday, September 21, 2021

CALL TO ORDER

A regular meeting of the Duncanville City Council was called to order on Tuesday, September 21, 2021, at 6:03 p.m. in the Council Briefing Room at City Hall with a quorum to wit:

COUNCIL PRESENT:

Mayor Barry L. Gordon
Mayor Pro Tem Patrick Harvey
Councilmember Joe Veracruz
Councilmember Don McBurnett
Councilmember Jeremy Koontz
Councilmember Mark D. Cooks

COUNCIL ARRIVING AT: Councilmember Greg Contreras – 6:10 P.M.

SUPPLEMENTAL NOTICE OF MEETING BY VIDEO CONFERENCE

In accordance with an Order of the Office of the Governor issued on March 16, 2020, as extended, the City Council for the City of Duncanville, Texas will conduct a City Council Regular Meeting in person and by video conference at 6:00 pm on Tuesday, September 21, 2021, in order to advance the public health goal of limiting face-to-face meetings (also called “social distancing”) in an effort to slow the spread of the Coronavirus (COVID-19) pandemic.

This is an open meeting conducted by in person and video conference.

Due to limited seating in council chambers, persons or participants may attend by video conference in order to maintain safe social distance as provided in this notice.

To speak by video conference during Citizen Comments, you must register with the City Secretary before 4 pm on Tuesday, September 21, 2021, email citysecretary@duncanville.com and title the email. “Public Comment – September 21st. You will need to register with the link below to attend the meeting by video conference. During the Citizen Comments period of the agenda, the City Secretary will call your name and allow access to your camera and microphone. Feel free to email your citizen comment to the City Secretary when registering for the Mayor to read into the record if any unexpected technical issues arise.

Register in advance for this webinar:

https://us02web.zoom.us/webinar/register/WN_LZGmT_AYQxuPcHXv4GtYrw

After registering, you will receive a confirmation email containing information about joining the webinar.

A recording of the video meeting will be made available to the public in accordance with the Open Meetings Act upon written request.

I. WORK SESSION / BRIEFING

I.1. DISCUSS AGENDA ITEMS

Mayor Gordon read the item into record, and City Manager Ferrell-Benavides reviewed each item. Item 4B - appointing Judge John B. Rizo as the Hearing Officer for Health Certificate Revocation Hearings; establishing a term of twelve months and providing for an effective date. The City Health Inspector is revoking the Health Certificate for Pho T Noodles (718 W Wheatland Rd) due to seven violations of City Health Ordinance. Revocation notice and Citation were issued in-person to owner on September 14, 2021. The Health Certificate Holder may request a hearing within ten days of receipt of notice to appeal the Health Inspector’s decision. The purpose of this resolution is to appoint Presiding Municipal Judge Rizzo as the Hearing Officer for Health Certificate Revocations. The resolution allows one of the Municipal Associate Judges to serve as Hearing Officer if Judge Rizzo is not available. The term of appointment is for twelve months. Councilmember Cooks would like Staff to look into posting the scores at the restaurants, so citizens are aware.

I.2. BRIEFINGS / PRESENTATIONS

I.2.A. Discussion on City of Duncanville Trash and Recycling Survey. Item requested by Councilmember Cooks.

Public Works Director Ramey presents the item.

On August 17, 2021, Staff briefed Council on Republic Performance Measures and Trash Carts. During discussions, Council requested a survey of residents for feedback on the performance of the solid waste contractor and feedback on switching services from trash bags to trash carts. On September 21, 2021, Staff presented to Council on proposed survey questions and proposed marketing strategy.

Survey Questions:

- Question #1. Asks survey-taker where they live (Subdivision).
- Questions #2 – 4. Asks survey-taker about service satisfaction.
- Questions #5 – 9. Asks survey-taker about their current usage.
- Questions #10 – 11. Asks survey-taker about garbage carts.
- Question #12. Asks survey-taker to share additional comments.

Marketing Plan:

- “Soft” rollout of the survey during *National Night Out* on October 5, 2021
- “Official” survey period is November thru December 8, 2021
 - o Survey announced in November Champion newsletter with utility bills.
 - o *National Night Out* survey and newsletter announcement assume survey questions approved by Council by October 4, 2021.
- LED Sign from November 1 to December 6, 2021
- Email newsletter, weekly from November 1 to December 6, 2021
- Social Media, regular posts to Facebook, Twitter, Instagram, and Nextdoor
- Website, home page slider that links directly to the survey
- Flyers with QR Code at Rec Center, Library, Senior Center, and City Hall
- Survey results presented to Council during January 18, 2022 Briefing Session

Councilmember McBurnett questioned if there was a way to track if a citizen is duplicating the survey.

Director Ramey stated a citizen can fill out a survey with every email address they have. However, tracking if a hardcopy is filled out would be difficult.

Councilmember Veracruz recommended the survey be available in Spanish and to partner with the School District to push on their website.

Mayor Gordon voiced his concerns of placing the survey on the School District’s website in order to keep the results with the citizens of Duncanville.

Councilmember Cooks recommended their being an incentive for citizens to fill out the survey,

Some of Council voiced their opinions on not offering an incentive; stating citizens are passionate about the trash and would fill the survey out.

I.2.B. Briefing on the Mobile Food Vendors and Food Truck Ordinance.

City Planner Thibodeaux presented the item. The use of Food Truck Park was adopted as part of the new Zoning Ordinance in March 2021. One initiative associated with the establishment of Food Truck Parks was to bring forward a supporting ordinance.

Food Truck Park

An area designated for mobile vendors (e.g., food trucks) to park and sell food, beverages, and other retail items or services to patrons. Such areas typically include electrical outlets, seating/dining areas, restroom facilities, and trash receptacles.

The Ordinance is to be focused on delineating between mobile food vendors and “mobile vending units” (i.e., food trucks). To establish standards and regulations related to the safety and performance of mobile units.

Types of Mobile Vending Units

- Food Trucks
- Food Trailers
- Mobile Kiosks
- Motorcycle Food Vendors

Permits and Inspections

- Application outlining specific submittal items (i.e., proof of certifications, licenses, authorization, etc.).
- Site plan review/approval to be conducted by staff to ensure safe site planning and performance.
- Additional requirements for Food Truck vendors (i.e., sales tax reporting).
- Annual Renewal and Inspection Requirements.
- Standards to be reviewed ensuring, site safety for mobile units. Some examples include:
 - o Units cannot obstruct or interfere with fire lanes
 - o Units cannot block or interfere with maneuvering isles or required parking spaces
 - o Queuing lines oriented away from parking/maneuvering areas
- Inspections ensuring health and safety code compliance.
 - o Texas Dept of State Health Services (DSHS)
 - o Texas Commission of Environmental Quality (TCEQ)
 - o Texas Alcoholic Beverage Commission (TABC)
 - o National Fire Protection Association (NFPA)

Fees

- Different fees per vendor type?

Location/Proximity

- Apply separation requirements?
 - i.e., distances from brick-and-mortar restaurants, residential areas, etc.
- Apply special conditions for use of public space?
 - i.e., additional fees?

Mayor Pro Tem Harvey questioned if a third party Health Inspector would be needed.

Councilmember Cooks would like to have a designated spot for Food Trucks.

Mayor Gordon would like to see the businesses to bring in vendors.

I.2.C. Discussion on the new Firearms Carry Act.

Item was moved until after Staff and Board Reports.

Executive Session was moved before Individual Consideration.

Mayor Gordon recessed the Briefing Session at 6:59 p.m.

II. EXECUTIVE SESSION

- II.1 “City Council shall convene into closed executive session pursuant to Section 551.071 of the Texas Govt Code to seek legal advice from the City Attorney**

regarding pending litigation to wit: City of Duncanville v. EON Reality, Cause No. DC-21-00095 filed in the District Court 134th Judicial District Dallas, Texas.”

- II.2** *“City Council shall convene into a closed executive session pursuant to section 551.071 of the Texas Govt Code to seek legal advice from the City Attorney on a motion to reconsider Resolution Number 2021-067 concerning appointment of a member of the North Central Texas Housing Board of Directors”.*

Executive Session was moved before Individual Consideration.

III. REGULAR SESSION - CONVENE INTO THE COUNCIL CHAMBERS (7:00 P.M. or immediately following the 6:00 pm Work Session/Briefing)

The City Council convened into Regular Session in the Council Chambers at 7:05 p.m. with Mayor Gordon presiding.

The Invocation was delivered by Pastor Calvin Funchess, Crossroads of Life Church.

The Pledge of Allegiance and Texas Pledge were led by Mayor Gordon.

III.1. REPORTS

Mayor Gordon stated Executive Session would take place after the Consent Agenda Items.

III.1.A. *Mayor's Report.*

Recognition of the Champion of the City.

Mayor Gordon invited everyone to attend:

Coffee with the Mayor

September 27, 2021

Senior Center and via ZOOM

8:30 a.m. – 9:30 a.m.

Mayor Gordon spoke on the Census numbers, and the City of Duncanville is around 40,000 citizens.

Mayor Gordon recognized John & DeDe Ewing as the Champion of the City.

III.1.B. *Councilmembers' Reports*

Councilmember McBurnett congratulated Coach Samples on his 300th win.

Councilmember Veracruz recognized the DISD School Board would compete for The School Board in Texas.

Councilmember Koontz spoke at the General Assembly of United Nations 1981 on International Day of Peace.

Councilmember Cooks invited all citizens to attend:

Meet, Connect & Learn

October 30, 2021

via ZOOM

10:00 a.m. – 11: 15 a.m.

Guest: U.S. Representative, 30th District

Eddie Bernice Johnson

III.1.C. *City Manager's Report.*

City Manager Ferrell-Benavides announced Interim Finance Director Edena Atmore as the new Managing Director of Financial Services. David Kess would be joining the City of Duncanville as the Executive Assistant to the City Manager. Ms. Ferrell-Benavides also spoke on the Police Chief process.

III.2. PROCLAMATIONS AND PRESENTATIONS

III.2.A. *Proclamation for September 21, 2021, as National Information Technology Professionals Day.*

Councilmember McBurnett read the proclamation.

- III.2.B. A Proclamation recognizing National Hispanic Heritage Month.**
Mayor Gordon read the proclamation.
- III.2.C. A Proclamation recognizing October 3-9, 2021 as National Fire Prevention Week.**
Councilmember Veracruz read the proclamation.
- III.2.D. Proclamation Recognizing October 5, 2021 as National Night Out.**
Mayor Pro Tem Harvey read the proclamation.
- III.2.E. Proclamation Recognizing October as National Crime Prevention Month.**
Councilmember Koontz read the proclamation.

III.3. CITIZENS' INPUT

“Pursuant to Section 551.007 of the Texas Gov’t Code, any member of the public has the opportunity to address the City Council concerning any matter of public business or any posted agenda item; however, the Act prohibits the City Council from deliberating any issues not on the public agenda and such non-agenda issues may be referred to City staff for research and any future action; all persons addressing are subject to council adopted rules and limitations permitted by law”

To address the Council, please submit a fully-completed request card to the City Secretary prior to the beginning of the Citizens' Input portion of the Council meeting.

Mayor Gordon read the item into record. The following spoke during the Citizens Input Period:

Corrina Unal – submitted a comment on the Ladd property.

Nancy Bell, 938 Nature Drive - submitted a comment a comment on the Ladd property.

Patricia Ebert, 115 South Greenstone – submitted a comment on Republic Services.

Erika Browning - spoke on the Fourth Amendment rights.

Gail Sliger, - spoke on trash services Republic Services and previous town hall meetings on the topic.

III.4. CONSENT AGENDA

Mayor Gordon requested that City Secretary Kristin Downs read the Consent Agenda Items.

- III.4.A. Consider the Minutes for the May 18, 2021, and June 1, 2021, City Council Regular Meetings.**
- III.4.B. Consider a Resolution appointing Judge John B. Rizo as the Hearing Officer for Health Certificate Revocation Hearings; establishing a term of twelve months, and providing for an effective date.**
- III.4.C. Consider a Resolution approving and accepting the terms and conditions of an agreement with Dallas County on behalf of the Health and Human Services Department for a Mosquito Ground Control Program, attached hereto and incorporated herein as Exhibit "A", effective October 1, 2021, through September 30, 2022, at a rate of \$185.00 per hour.**
- III.4.D. Consider a Resolution authorizing the third renewal of the interlocal agreement entered into by and between the City of Duncanville, Texas, and Dallas County Hospital District d/b/a Parkland Health & Hospital System, to provide BioTel/EMS System services, in the amount of \$53,657.49.**
- III.4.E. Consider a Resolution approving the Interlocal Agreement between the City of Duncanville and Dallas County, to provide Highway Accident Investigation Services, in an amount not to exceed \$59,000.00.**
- III.4.F. Consider a Resolution authorizing the City Manager to execute an Interlocal Agreement, the Communication System Agreement, with the City of Dallas for the Public Safety P25 Radio System Project to provide**

Radio Infrastructure, Programming and Support, not to exceed \$70,000.00 for the first year.

Councilmember Don McBurnett made a motion to approve the item as stated, Mayor Pro Tem Mark D. Cooks seconded the motion. The vote was cast 7 for, 0 against. Items passed.

III.5. ITEMS FOR INDIVIDUAL CONSIDERATION

III.5.A. *Conduct a Public Hearing and approval of an Ordinance readopting, ratifying, republishing and extending Ordinance No. 1385, as amended, codified as chapter 12 of the Code of Ordinances, Article IX, curfew hours for minors, for a period of three (3) years.*

Interim Chief of Police LiVigni presented the item.

Purpose of the Curfew Ordinance

- Curfew laws in Texas, more commonly known as a juvenile curfew to the public, are city ordinances that prohibit minors from being out in public past a certain time at night and early morning without an adult and during school hours without supervision.
- Our curfew ordinance is a proactive approach that addresses minors wandering the streets late at night or early in the mornings, thereby providing them less opportunity to be a victim or perpetrator of a crime.
- Ultimately, the ordinance helps reduce crime committed by minors.
- **Curfew Hours**
 - o 11:00 PM to 6:00 AM – Sunday through Thursday
 - o 12:01 AM to 6:00 AM – Friday and Saturday
- **Definition of Juvenile/Minor** – Any person under 17 years of age.
- **Violation(s)**
 - o A minor commits an offense if he/she remains in a public place or on the premises of any establishment within the city during curfew hours.
 - o A parent or guardian of a minor commits an offense if he/she knowingly permits, or by insufficient control, allows the minor to remain in a public place or on the premises of any establishment within the city during curfew hours.
 - o The owner, operator, or any employee of an establishment commits an offense if he/she knowingly allows a minor to remain upon the premises of the establishment during curfew hours.
- **Penalties**
 - o The penalty for curfew ordinance violations are typically low-level misdemeanors punishable by fine, in our ordinance's case, of no more than \$500.00.
 - o Parents may be liable for fines assessed for a minor's curfew violation.
- **Enforcement Options**
 - o Warnings
 - o Sent home
 - o Taken home and released to parent/guardian
 - o Issued citation
 - o Taken into custody
 - o Any option or combination of options are permissible

Defenses to Prosecution

- o Minor was accompanied by a parent or guardian
- o On errand at parent or guardian's direction with no detour or stop
- o In a motor vehicle involved in interstate travel
- o Engaged in employment, or going to or returning from such without detour
- o Involved in an emergency (as defined)

- o On sidewalk abutting minor's residence or that of an immediate neighbor if the neighbor is not complaining about the minor's presence
- o Attending school, religious, or recreational activity supervised by adults and sponsored by the city, a civic organization, or similar entity, or going to or returning home from such an activity
- o Exercising 1st Amendment Rights protected by the United States Constitution
- o Married or had been married or had disabilities of minority removed in accordance with chapter 31 of the Texas Family Code

Mayor Gordon opened the Public Hearing at 8:10 p.m.

In favor:

Erika Browning – spoke in favor.

In opposition:

No one spoke.

Councilmember Don McBurnett made a motion to close the Public Hearing, Councilmember Mark D. Cooks seconded the motion. The vote was cast 7 for, 0 against.

Mayor Gordon closed the Public Hearing at 8:12 p.m.

Councilmember Greg Contreras made a motion to approve the item as stated, Councilmember Don McBurnett seconded the motion. The vote was cast 7 for, 0 against. Item passed.

- III.5.B. Consider an Ordinance approving a negotiated settlement between the Atmos Cities Steering Committee ("ACSC") and Atmos Energy Corp., Mid-Tex Division regarding the Company's 2021 rate review mechanism filing; declaring existing rates to be unreasonable; adopting tariffs that reflect rate adjustments consistent with the negotiated settlement; finding the rates to be set by the attached settlement tariffs to be just and reasonable and in the public interest; approving an attached exhibit establishing a benchmark for pensions and retiree medical benefits; approving an attached exhibit regarding amortization of regulatory liability; requiring the Company to reimburse ACSC's reasonable ratemaking expenses; determining that this ordinance was passed in accordance with the requirements of the Texas Open Meetings Act; adopting a savings clause; declaring an effective date; and requiring delivery of this ordinance to the Company and the ACSC's legal counsel.** Financial Services Managing Director Atmore discussed the item.

Councilmember Don McBurnett made a motion to approve the item as stated, Councilmember Mark D. Cooks seconded the motion. The vote was cast 7 for, 0 against. Item passed.

- III.5.C. Consider an Ordinance granting to Atmos Energy Corporation, a Texas and Virginia Corporation, its successors and assigns, a franchise to construct, maintain, and operate pipelines and equipment in the City of Duncanville, Dallas County, Texas, for the transportation, delivery, sale, and distribution of gas in, out of, and through said city for all purposes; providing for the payment of a fee or charge for the use of the public rights-of-ways; and providing that such fee shall be in lieu of other fees and charges, excepting ad valorem taxes; and repealing all previous gas franchise ordinances.**

Financial Services Managing Director Atmore stated the adoption of the Ordinance will require two readings. The first reading of the Ordinance was held on September 7, 2021 and did not require a vote or action to be taken by Council.

The agreement is effective March 1, 2022 and will end December 31, 2046

Councilmember Greg Contreras made a motion to approve the item as stated, Councilmember Don McBurnett seconded the motion. The vote was cast 7 for, 0 against. Item passed.

III.5.D. **Consider a Resolution approving Republic Waste Services of Texas, Ltd., request to the City of Duncanville to increase contract rates under the Municipal Materials Management Agreement by 3.6% for Residential Collection and Commercial Services, effective October 1, 2021.**

Public Works Director Ramey presented the item. On July 16, 2019, the Duncanville City Council approved a Municipal Materials Management Agreement ("Agreement") with Republic Waste Services of Texas, Ltd., ("Republic") to provide for continued garbage, recycling, and bulk and brush collection and disposal services. Initial term of the Agreement is September 21, 2019 through September 20, 2026. The agreement will renew for successive 5-year periods unless terminated in advance by the City or Republic.

Section 7.2 – Annual Rate Adjustments of the Agreement provides for Republic to increase contract rates annually on the Effective Date of the Agreement in an amount equal to the percentage increase in the Consumer Price Index for All Urban Consumers (Water, Sewer, and Trash Collection Services) the U.S. City Average, as published by the U. S. Department of Labor, Bureau of Statistics ("the CPI").

On August 27, 2021, Staff received Republic's most recent request to increase the contract rate for residential by 3.6% and increase the contract rates for commercial by 3.6% based on the June 2021 CPI All-Urban “Water and Sewer and Trash Collection Services” with rates effective October 1, 2021.

For reference:

- June CPI-All = 5.4%
- June CPI-Garbage Trash Collection = 4.1%

Rate Summary

- Impact to City Solid Waste Collection Contract:

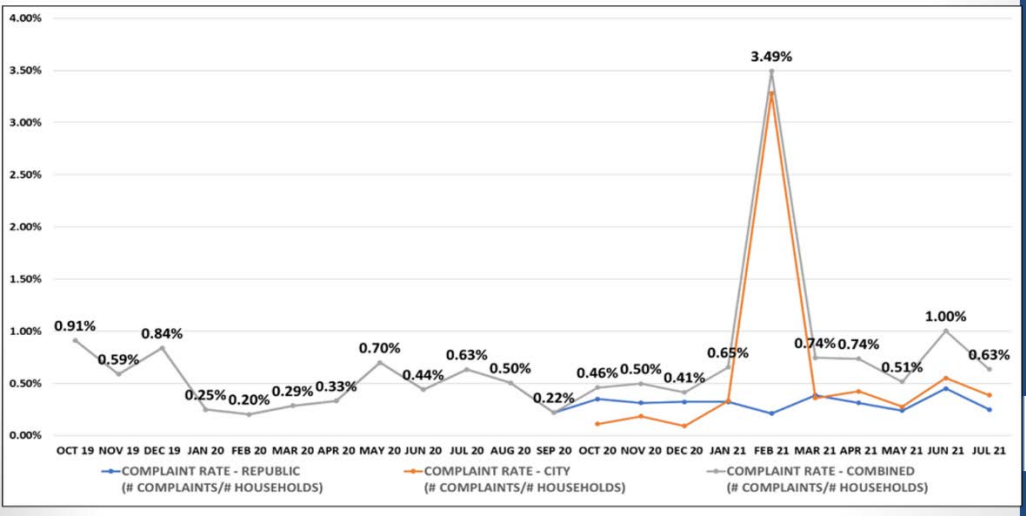
Residential Collection	Proposed FY22	Current FY21	Difference
Residential Trash (2/Wk)	\$10.41	\$10.05	+\$0.36
Residential Recycling (1/Wk)	\$5.56	\$5.37	+\$0.19
Residential Bulk/Brush (10 CY,2/Mo)	\$3.17	\$3.06	+\$0.11
Total Residential /Month	\$19.14	\$18.48	+\$0.66

- Impact to residents in Master Fee Schedule:

Type	Proposed FY22	Current FY21	Difference
Single Family/Duplex/Multi – Curbside Svc	\$24.36**	\$24.36**	No Change
Single Family/Duplex/Multi – Alley Service	\$30.54**	\$30.54**	No Change

** Rate covers: Solid Waste Collection, Landfill, Alley CIP Projects, HHW, Operation Clean Duncanville, Sanitation Admin

Republic Customer Service Tracker



General Manager Scott Hemphill, Republic Services spoke on residential trends and fuel costs.

Councilmember Don McBurnett made a motion to approve the item as stated, Councilmember Joe Veracruz seconded the motion. The vote was cast 7 for, 0 against. Item passed.

Mayor Gordon recessed Regular Session at 8:51 p.m. for Council to attend Executive Session.

II. EXECUTIVE SESSION

The Executive Session was called into session at 8:55 p.m., and City Attorney Hager read the item into record.

- II.1** ***“City Council shall convene into closed executive session pursuant to Section 551.071 of the Texas Govt Code to seek legal advice from the City Attorney regarding pending litigation to wit: City of Duncanville v. EON Reality, Cause No. DC-21-00095 filed in the District Court 134th Judicial District Dallas, Texas.”***
- II.2** ***“City Council shall convene into a closed executive session pursuant to section 551.071 of the Texas Govt Code to seek legal advice from the City Attorney on a motion to reconsider Resolution Number 2021-067 concerning appointment of a member of the North Central Texas Housing Board of Directors”.***

The Council closed the Executive Session at 9:30 p.m.

Mayor Gordon reconvened Regular Session at 9:34 p.m.

- III.5.E. *Consider a motion to reconsider a Resolution of appointing a member to the North Central Texas Housing Finance Corporation (NCTHFC) for a term of ____ () years and determine Duncanville Appointee.***
Item requested by Councilmember McBurnett.

Councilmember McBurnett stated after more thought he feels the appointee should be a current Councilmember with a shorter-term limit.

Councilmember Don McBurnett made a motion to reconsider a Resolution appointing a member to the North Central Texas Housing Finance Corporation. Councilmember Mark D. Cooks seconded the motion. The vote was cast 6 for, 1 against (Councilmember Jeremy Koontz). Item passed.

- III.5.F. *Consider a Resolution of appointing _____ as a member to the North Central Texas Housing Finance Corporation (NCTHFC) for a term of ____ () years.***
Councilmember Contreras nominated Mayor Pro Tem Harvey for a term of two years.

Councilmember Koontz nominated Johnette Jameson for a term of two years.

Mayor Gordon asked Council to vote green for Mayor Pro Tem Harvey and red for Johnette Jameson.

Council voted; six green lights for Mayor Pro Tem Harvey (Mayor Gordon, Councilmember Veracruz, Councilmember McBurnett, Mayor Pro Tem Harvey, Councilmember Cooks, and Councilmember Contreras) and one red light for Johnette Jameson (Councilmember Koontz).

Mayor Pro Tem Harvey was appointed as a member to the North Central Texas Housing Finance Corporation for a term of two years.

- III.5.G. *Consider a motion to reconsider a Resolution nominating a candidate for Board of Directors of the Dallas Central Appraisal District (DCAD).***
Item requested by Councilmember Cooks.

Councilmember Cooks stated he would like the Resolution to be reconsider because he did not explain his reasonings on why he wanted to be appointed.

Councilmember Mark D. Cooks made a motion to reconsider a Resolution nominating a candidate for Board of Directors of the Dallas Central Appraisal District. Councilmember Don McBurnett Veracruz seconded the motion. The vote was cast 5 for 2 against (Mayor Barry L. Gordon and Councilmember Jeremy Koontz). Item passed.

III.5.H. *Consider a Resolution nominating a candidate for Board of Directors of the Dallas Central Appraisal District (DCAD).*

Councilmember Contreras nominated Councilmember Cooks.

Councilmember Koontz nominated Michael Hurtt.

Mayor Gordon asked Council to vote green for Councilmember Cooks and red for Michael Hurtt.

Council voted; three green lights for Councilmember Cooks (Mayor Pro Tem Harvey, Councilmember Cooks, and Councilmember Contreras) and four red lights for Michael Hurtt (Mayor Gordon, Councilmember Veracruz, Councilmember McBurnett, and Councilmember Koontz).

Michael Hurtt was appointed as a candidate for the Board of Directors of the Dallas Central Appraisal District.

III.5.I *Take any necessary action as a result of the Executive Session.*

No action was taken.

III.6. STAFF AND BOARD REPORTS

III.6.A. *Receive the Economic Development Department Quarterly Report.*

Economic Development Director Garcia presented the item.

I.2.C. *Discussion on the new Firearms Carry Act.*

City Attorney Hager presented the item.

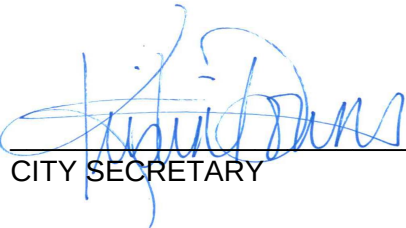
IV. ADJOURNMENT

The meeting was adjourned at 10:51 p.m.

APPROVED:


MAYOR

ATTEST:


CITY SECRETARY