Minutes of Regular Meeting held October 14, 2013

Regular meeting with the following present: Mayor Mark Bowen; Aldermen Sam Cortez, Ruble Farmer, Ward Sanders, Jerry Stone, Kevin Keith; City Secretary Josie Campa; Director of Public Works James McGrath; Fire Marshal Matt Dear; Police Chief Richard Priest; City Attorney Tom Cate; Code Compliance Officer Scott Traeger; Library Director Cassandra Cortez.


Mayor Bowen opened the meeting at 6:30 p.m.

**CONSIDER APPROVAL OF MINUTES AND CONSIDER APPROVAL OF PAYMENT OF BILLS**
Alderman Farmer made the motion that Council approve the minutes of the public hearing and regular meeting held September 9th and payment of the bills, as presented. Seconded by Alderman Stone. Passed unanimously.

**HEAR FROM CITIZENS**
Dan Pitts, on behalf of the Lytle Ex-Students’ Association, thanked the City and the Police Department for their cooperation in this year’s Homecoming Parade.

Larry Sanders and Ernie Kroeger from VFW Post #12041 thanked the City for their help with this year’s Freedom Festival and presented a plaque to Mayor Bowen.

Virginia Medina thanked Council members, the Mayor and employees for the plant sent and all the kindness shown to her and her family after her mother’s death.

Mayor Bowen presented Fire Chief Matt Dear with a check for $75,000.00 for remodeling the Fire Station as discussed in the planning sessions.

**PRESENTATION ON LYTLE I.S.D.’S PROJECT BASE PROGRAM AND REQUEST FOR CITY’S SUPPORT TO THIS PROGRAM-HIGH SCHOOL PRINCIPAL GARY OLIVER AND PROGRAM COORDINATOR GARNETT WAGNER**
High School Principal Gary Oliver and Project Base Coordinator Garnett Wagner talked to Council about the Project Base Learning Program. Mr. Oliver told Council this program is designed to get the kids interested in community projects. Mr. Oliver told Council that Mrs. Wagner has been working with the City Secretary and that several projects have been discussed for the kids to assist the city. Principal Oliver told Council the Culinary Arts class will be preparing food for the Senior Citizens’ monthly meetings. He said that the NHS kids will be working on Christmas decorations and the Horticulture class will be working with the Keep Lytle Beautiful Commission at the Gidley House. The principal told Council they are still needing
PRESENTATION ON LYTLE I.S.D.'S PROJECT BASE PROGRAM AND REQUEST FOR CITY'S SUPPORT TO THIS PROGRAM-HIGH SCHOOL PRINCIPAL GARY OLIVER AND PROGRAM COORDINATOR GARNETT WAGNER (CONT.)

more projects and will help with the park restoration project. Mr. Oliver also told Council that they are also requesting permission to perform “job shadowing”. Project Coordinator Garnett Wagner told Council that not only High School kids would be participating in this program and that Jr. High kids are ready to work, too. Mayor Bowen told the school's representatives that this is a great idea and there is a lot of stuff coming up that the kids can work on.

CONSIDER EASEMENT ON BACK OF PROPERTY FOR COAL MINE RESIDENTS-JOE L. ESTRADA

Joe Estrada talked to Council about the easement he gave to the city and said he is now giving his land to his kids and he may need to void this easement. City Attorney Tom Cate asked for some time to review this matter. Mr. Estrada said he is looking at other land and the city will be welcome to have a key for his gate and lock, or the city will have to work with his kids, as his offer will only be for 9-1-1 calls. Mayor Bowen thanked Mr. Estrada for his offer and said the city will look into this and then get in touch with him.

DISCUSS FUNCTION OF LYTLE YOUTH PROGRAM-JACOB AMESQUITA

Jacob Amesquita told Council that he was LYP President before moving to Devine. He said he has concerns about LYP not being run according to the by laws. Mr. Amesquita told Council there are a lot of things being done by LYP to the fields that they are not asking the City and Council about. Mr. Amesquita told Council that LYP is subletting the city ball fields for tournaments and making a profit, and that the police have been called to the park during these tournaments. City Attorney Tom Cate told Council and Mr. Amesquita that this seems to be an internal conflict and the city can only do something if it affects the city. Mr. Amesquita and J.D. Oliver brought up other matters concerning LYP and other sports programs for kids in the area. After a lengthy discussion, Mayor Bowen thanked Mr. Amesquita and Mr. Oliver for the information.

CONSIDER USE OF CITY’S BASEBALL FIELDS AND PARK FACILITIES AND STATUS OF CONTRACT WITH LYP

Alderman Kevin Keith told Council that the city needs to look at the license agreement with LYP since the city will be redoing the park and the ballfields. Alderman Keith reported to Council that a couple of weeks ago that a group from Somerset was taking donations for a youth in their city after the LYP President had given his permission to use the city’s fields. Mr. Keith told Council that he wants things clarified and that it appears the contract is not being followed. City Attorney Tom Cate suggested to Council that they have a workshop with the youth organization to discuss the existing contract. After more discussion, Alderman Stone made the motion that Council set up a workshop with LYP for October 21st to discuss the current contract. Seconded by Alderman Keith. Passed unanimously. It was agreed that only Aldermen Keith and Cortez and the Mayor would need to be at this workshop.
CONSIDER REQUEST TO USE COMMUNITY CENTER FOR MARTIAL ARTS CLASSES-RICHARD L. BROWN
Richard Brown was not present to address the Council on his request. After discussion, Alderman Sanders made the motion that the City not use the Community Center for martial arts classes in the future. Seconded by Alderman Farmer. Passed unanimously.

CONSIDER RAILROAD QUIET ZONE-PAUL KACSUR
Paul Kacsur talked to Council about considering making Lytle a “quiet zone” for the railroad. Mr. Kacsur told Council that the noise from the train whistle causes stress and the city would be a lot better off without all this noise. Mr. Kacsur told Council that the city already has alarms and crossing arms at each railroad crossing, so it is already safe to not have the trains blowing their horns several times a day in our city. City Attorney Tom Cate told Mr. Kacsur and the Council that this has been looked into before and there are a lot of things the city has to do to make this happen. Alderman Stone said there is a lot of cost in getting this done and liability is great. After more discussion, Mayor Bowen told Mr. Kacsur he would set up a meeting with the railroad representatives to discuss the quiet zone, and thanked him for coming to the Council.

REPORT ON THE KEEP LYTLE BEAUTIFUL COMMISSION RECEIVING THE KTB DEMONSTRATION GARDEN GRANT-NAN BOYD
Nan Boyd, Chairman of the Keep Lytle Beautiful Commission, gave Council a report on a grant received from Keep Texas Beautiful and Lowe’s for a native plant demonstration garden. Mrs. Boyd told Council the grant is for $1,000.00 and $600.00 is to be used for obtaining plants and $400.00 for the maintenance of this demonstration garden. Mrs. Boyd told Council of the plans for said garden and said bids from Lytle High School’s Horticulture class will be assisting them with this project. Mrs. Boyd told Council the KLB Commission is needing to purchase some material to plant this garden and estimated the cost would be $469.31. Mrs. Boyd told Council that about $500.00 of flagstone will be donated for this project. After discussion, Alderman Keith made the motion that the city pay for the needed material for this demonstration garden out of the water fund. Seconded by Alderman Farmer. Passed unanimously.

CONSIDER HIRING PART-TIME ANIMAL CONTROL DEPARTMENT HEAD
Alderman Sanders made the motion that Council hire Betty Kroeger to fill the part-time position of Animal Control Department Head at $1,500.00 per month. Seconded by Alderman Farmer. Passed unanimously.

CONSIDER HIRING PUBLIC WORKS’ EMPLOYEE
Director of Public Works James McGrath told Council he had six or seven applications for the Public Works’ position. He recommended Council hire Antonio Alomillo to fill the vacancy in the Public Works’ department. Alderman Stone made the motion that Council hire Antonio Alomillo as per the director’s recommendation. Seconded by Alderman Cortez. Passed unanimously.

Council took a short break at 7:55 p.m. and reconvened at 8:13 p.m.
CONSIDER TRANSFERRING PUBLIC WORKS’ EMPLOYEE TO WORK EXCLUSIVELY AT CITY PARKS AND RECREATIONAL SITES
Mayor Bowen told Council they had talked about having an employee work in the parks exclusively last month and had the City Secretary explain her thoughts on this matter. The City Secretary gave Council a copy of the job description for this employee and the need to do this now that the city will be renovating the parks. Council discussed the different areas in the city that would benefit from having someone work exclusively on maintaining these areas. City Secretary Josie Campa told Council that Public Works’ employee Wayne Newman was a caretaker for a funeral home before working for the city and said he would be the logical employee to transfer to this position. After more discussion, Alderman Sanders made the motion that Council transfer Public Works’ employee Wayne Newman to the parks department under the direction of the City Secretary as per the Secretary’s recommendation once the new Public Works’ employee is hired. Alderman Stone asked about equipment and a truck for this employee. The City Secretary told Mr. Stone and the Council that money is already budgeted for equipment and supplies for the park and that one of the trucks from Public Works’ that is rarely used can be fixed up for the Park Maintenance employee. Motion was seconded by Alderman Farmer. Passed unanimously.

CONSIDER EMPLOYMENT STATUS OF SANTIAGO MORANTEZ, JR.
Police Chief Richard Priest said that Santiago Morantez had completed his six months probation satisfactorily and recommended he be hired as a regular employee and be given a $1.00 per hour salary increase and full benefits. Alderman Stone made the motion that Council hire Santiago Morantez as per the Chief’s recommendation. Seconded by Alderman Cortez. Passed unanimously.

CONSIDER ADOPTING RESOLUTIONS APPOINTING MEMBER TO BOARD OF DIRECTORS FOR
A. MEDINA COUNTY APPRAISAL DISTRICT
Alderman Stone made the motion that Council appoint Roy Sheetz as the city’s member to the Medina County Appraisal District’s Board of Directors for a two-year term. Seconded by Alderman Sanders. Passed unanimously.

B. ATASCOSA COUNTY APPRAISAL DISTRICT
Alderman Cortez made the motion that Council appoint Kim Faulk to serve as the City’s representative on the Board of Directors for the Atascosa County Appraisal District for the next two years. Seconded by Alderman Stone. Passed unanimously.

CONSIDER PURCHASE OF ADDITIONAL WATER RIGHTS AND PROPOSALS RECEIVED
City Secretary Josie Campa told Council that the city had received two proposals for Edwards water rights. She said that Clyde Haak has water rights for $5,500.00 per acre foot and that Gidley Farms is asking $5,000.00 an acre foot. The City Secretary recommended the Council accept the Gidley proposal since it is $500.00 per acre foot cheaper. She said the city has money budgeted to purchase twenty (20) acre feet at $5,000.00 an acre foot. Alderman Stone
CONSIDER PURCHASE OF ADDITIONAL WATER RIGHTS AND PROPOSALS RECEIVED (CONT.)
made the motion that the City purchase twenty (20) acre feet of water rights from Gidley Farms at $5,000.00 per acre foot. Seconded by Alderman Sanders. Passed unanimously.

CONSIDER RENEWAL OF SERVICE CONTRACT WITH THE LYTLE VOLUNTEER FIRE DEPARTMENT
Alderman Cortez made the motion that Council renew the service contract with the Lytle Volunteer Fire Department for $36,000.00 per year. Seconded by Alderman Keith. Passed unanimously.

CONSIDER PROCEEDING WITH THE BUILDING OF THE PUBLIC WORKS’ SHOP
Alderman Stone made the motion that the city proceed with the building of the Public Works’ shop by contacting the engineer to start getting plans for this project. Seconded by Alderman Cortez. Passed unanimously.

CONSIDER DATE FOR NOVEMBER CITY COUNCIL MEETING DUE TO VETERANS’ DAY HOLIDAY
City Secretary Josie Campa told Council that the next regular Council meeting will fall on Veterans’ Day, a city holiday, and asked Council to set another date for the November Council meeting. After discussion, Alderman Cortez made the motion that Council set November 12th, a Tuesday, for the next regular meeting. Seconded by Alderman Stone. Passed unanimously.

CONSIDER TEMPORARY ONE-WAY STREET AND/OR ROAD CLOSURES FOR HALLOWEEN (OCTOBER 31, 2013)
Police Chief Richard Priest asked Council for permission to make Blume Drive a one-way street and close off the portion of N. Prairie from Lake to FM 2790 to vehicles on Halloween night. The Chief told Council this has worked the last two years, and he would like to do this again. Alderman Cortez made the motion that Council grant the Chief’s request. Seconded by Alderman Keith. Passed unanimously.

CONSIDER HIRING SOMEONE TO OVERSEE ONGOING CITY PROJECTS
Mayor Bowen told Council the city has a lot of projects going on and he feels the city needs to get someone to oversee these projects and give a report to Council once a month. The Mayor told Council that Barrett House is available to do this type of work at this time and he would like to see this work get started. The Mayor told Council that this would require 10 to 12 hours a week and that a construction folder will be done on each project. The Mayor told Council that he had discussed this with the City Secretary and that funding for this was budgeted under professional fees ($15.00 per hour, ten to twelve hours per week). Alderman Sanders made the motion that Council hire Barrett House to oversee ongoing city projects as per the Mayor’s recommendation. Seconded by Alderman Farmer. Passed unanimously.
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**UPDATE ON PLANS AND GOALS**
City Secretary Josie Campa informed Council that Debbie Trautner’s land can be divided if someone is needing a smaller tract of land to develop.

James McGrath told Council that the engineer said the worst case scenario for well #2 check up is $45,000.00 for replacing stuff below the ground once it is checked.

**CODE COMPLIANCE OFFICER’S REPORT**
Code Compliance Officer Scott Traeger told Council that getting the Trouart property cleaned is taking forever. Mr. Traeger said they have starting mowing but it has not been completed.

Mr. Traeger told Council over forty (40) people had been contacted about overgrown lots over the past month, and only four (4) had not cleaned up their properties.

Mr. Traeger said he has asked the people on N. Benton Street near Adams to separate their bulky waste from the brush.

The Code Compliance Officer told Council that the Smith property on Easy Street is not being cleaned up anymore and he has talked to someone about quitting this work.

Mr. Traeger talked to Council about the Main Street property and said the City Attorney is going to proceed with this being a public nuisance. The City Attorney said this case would have to be handled through District Court.

Mr. Traeger told Council he is now looking at junk vehicles that need to be removed from properties.

**LIBRARY DIRECTOR’S REPORT**
Library Director Cassandra Cortez reviewed her written report with Council.

**PUBLIC WORKS DIRECTOR’S REPORT**
Director of Public Works James McGrath reported the following:

1 - 174 work orders completed in September;
2 - water leak fixed on 4-inch main;
3 - water leak fixed on 2-inch main;
4 - 3 service line water leaks repaired;
5 - 2 3/4" angle stops replaced;
6 - 2 new water meters were installed;
7 - 1 2" meter was replaced;
8 - 2 customer water leaks were found and reported;
9 - 2 sewer main stoppages were unclogged;
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PUBLIC WORKS DIRECTOR'S REPORT (CONT.)
10 - 1 customer sewer line stoppage was unclogged;
11 - 20 lead and copper water samples were sent in for testing;
12 - Edwards well was retested and readings taken on wells;
13 - crew cleared ground for garden at Gidley house; and
14 - Bill Dixon will be attending a 20-hour waste water class.

POLICE CHIEF’S REPORT
Police Chief Richard Priest reviewed his written report with Council.

The Chief reported that National Night Out was successful at both locations.

Betty Kroeger told Council that Morales Feed & Supply supports the Animal Control facility and shelter really well.

CITY SECRETARY’S REPORT
City Secretary Josie Campa reviewed her written report with Council.

MAYOR’S REPORT
Mayor Bowen reported the following items to Council:

1 - Dollar General nearly completed and ready to open;
2 - Alexander Insurance Agency is near completion;
3 - Phase 1 at the Gidley house is being done;
4 - demonstration garden at Gidley house starting tomorrow; and
5 - a lot of new things going on such as new park, new Public Works building and new police station.

The Mayor asked Sam Parks about his new building. Mr. Parks told everyone his new building has 5,000 square feet and will house the fitness center and one (1) rental office and he can’t project when it will be ready to open.

Meeting adjourned at 9:55 p.m.