Minutes of Regular Meeting held May 12, 2014

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


CALL TO ORDER
Mayor Bowen called the meeting to order at 6:30 p.m.

PLEDGE OF ALLEGIANCE
The Mayor led everyone in the pledge to the flag.

VISITORS'/CITIZENS' COMMENTS
James McGrath addressed the Council as a taxpayer and voiced his concerns about all the fill being brought in by his neighbor. Attorney Chris Schuchart suggested Mr. McGrath contact the County Flood Administrator.

Sandra Cogburn, Justin Evans and Johnna Nieto talked to the Council on behalf of the LYP and thanked the City for the new ballfields.

Mrs. Cogburn told Council that the LYP President said he was going to resign due to having two jobs, so the organization went ahead and held a meeting and elected new officers. She said that since only one officer was left on the board that the newly elected officers agreed to come on board now. Mrs. Cogburn told Council several have agreed to work for LYP and winning back the confidence of the city and parents effective immediately.

Police Chief Richard Priest recognized Reserve Police officer Joe Torres for ten years of service to the police department.

The Chief also recognized Sgt. Gordon Hanson for his ten years of service to the Lytle Police Department.

CONSENT AGENDA
A. APPROVAL OF MINUTES OF REGULAR MEETING HELD APRIL 14, 2014
B. APPROVAL OF PAYMENT OF BILLS
Alderman Keith made the motion that Council approve the minutes of the April 14th meeting and payment of the bills, as presented. Seconded by Alderman Farmer. Passed unanimously.
ADMINISTER OATH OF OFFICE TO NEWLY ELECTED OFFICIALS
(ADMINISTRAR EL JUARAMENTO DE OFICINA PARA LOS OFICIALES NUEVOS ELEGIDOS)
Assistant City Secretary Virginia Medina administered the Oath of Office to newly-elected Aldermen Jerry Stone and Ruble Farmer and newly-elected Mayor Mark Bowen. Certificates of Election were presented to each of the newly-elected officers.

ACTION ITEMS
A. CONSIDER AND ACT UPON REQUEST FROM LISA DELEON FOR VARIANCE OF SUBDIVISION ORDINANCE
Troy Whitney told Council that Lisa DeLeon was wanting to sell part of her property on Lytle-Sanborn Street and is needing to divide her one (1) acre tract into two (2) one-half (½) acre tracts and is needing a variance of the city’s subdivision ordinance. After discussion, Alderman Stone made the motion that Council grant Lisa DeLeon the variance she requested. Seconded by Alderman Sanders. Passed unanimously.

B. CONSIDER AND ACT UPON REQUESTS FROM ANIMAL CONTROL DIRECTOR FOR SALARY INCREASES FOR ANIMAL CONTROL OFFICERS DUE TO COMPLETION OF COURSES
Animal Control Director Betty Kroeger told Council that Rachel Faish had completed a Euthanasia course and Santiago Morantez had completed the third part of an Animal Cruelty course and are eligible for a 50¢ per hour salary increase. Alderman Cortez made the motion that Council approve salary increases of 50¢ per hour for Rachel Faish and Santiago Morantez. Seconded by Alderman Farmer. Passed unanimously.

C. CONSIDER AND ACT UPON EMPLOYMENT STATUS OF ANTONIO ALAMILLO
Director of Public Works James McGrath told Council that Antonio “Tony” Alamillo has completed his probationary period 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 approve Mr. McGrath’s recommendation. Seconded by Alderman Sanders. Passed unanimously.

D. CONSIDER AND ACT UPON APPOINTMENT OF MAYOR PRO-TEM
Alderman Sanders made the motion that Council appoint Jerry Stone as Mayor Pro-tem. Seconded by Alderman Farmer. Passed unanimously.

INFORMATIONAL ITEMS
A. UPDATE ON PLANS AND GOALS
Mayor Bowen told Council that the work on well #2 has been completed and work on well #3 will start soon.

The City Secretary told Council that a pre-construction conference will be held on Friday to discuss the Gidley property renovation.
INFORMATIONAL ITEMS (CONT.)
Alderwoman Sanders asked Council members to come up with new ideas for goals for the next regular meeting.

B. REPORT FROM BARRETT HOUSE ON CITY’S ON GOING PROJECTS
Barrett House gave a power point presentation on the police department facility and well #2.

DEPARTMENTAL REPORTS
A. ANIMAL CONTROL DIRECTOR’S REPORT
Animal Control Director Betty Kroeger reviewed her written report with Council.

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

C. CODE COMPLIANCE OFFICER’S REPORT
Code Compliance Officer Scott Traeger told Council of the following:

1. his irregular day talking to people about cleaning up after their animals;
2. having to remove several election signs off city-right-of-ways over past few weeks;
3. Smith property on Easy Street being cleaned up by Bobby Roberts;
4. construction on Trouart property close to starting; and
5. if we get rain, complaints on overgrown grass and weeds will start.

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

1. 215 work orders completed;
2. 3 new water meters were installed;
3. 1 water meter changed out;
4. 1 service line water leak fixed;
5. 2 service line leaks found;
6. 4 water leaks on customer’s sides found;
7. 4 sewer clogs unstopped;
8. 1 gas leak fixed by CPS; and
9. increased well from 60 hp to 75 hp.

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

The Chief reminded everyone that the Grand Opening/Ribbon Cutting will be held May 22nd at 10:30 a.m.
DEPARTMENTAL REPORTS (CONT.)

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

G. MAYOR’S REPORT
Mayor Bowen reported the following:

1 - Frenchie Burke Festival will be held on Saturday May 17th;
2 - Chief Priest, Fire Marshal Matt Dear, Mayor Pro-tem Stone and himself will attend an Emergency Management Seminar this week;
3 - railroad ties along right-of-way should be removed by May 16th; and
4 - Municipal Court Judge Elias’ wife died on Sunday.

Meeting adjourned at 8:04 p.m.