Minutes of Regular Meeting held September 11, 2017

Regular meeting with the following present: Mayor Mark Bowen; Aldermen Jerry Stone, Ruben Gonzalez, Sam Cortez, Jamie Dahler, Ruble Farmer; City Secretary Josie Campa; Animal Control Director Betty Kroeger; Code Compliance Officer Scott Traeger; Director of Public Works James McGrath; Police Chief Richard Priest; Library Director Cassandra Cortez; Fire Marshal Matt Dear.

Visitors: Mr. & Mrs. Joe West, Grace & Luke Priest, Kevin Keith, Danny Robison, Sam Parks, Ernie Kroeger, Gabriel Romero.

CALL TO ORDER AND PLEDGE OF ALLEGIANCE
Mayor Mark Bowen opened the regular meeting at 6:50 p.m. and led everyone in the pledge to the flag.

VISITORS’/CITIZENS’ COMMENTS
Kevin Keith invited the Mayor, Council members and City staff to the 125th anniversary celebration for the Lytle United Methodist Church being held September 24th.

Mayor Bowen thanked Mr. Keith for helping with getting necessary items to towns hit by Hurricane Harvey.

CONSIDER APPROVAL OF MINUTES AND CONSIDER APPROVAL OF PAYMENT OF BILLS
City Secretary Josie Campa added the bill from the building inspector for building inspections done in August and September. Alderman Gonzalez made the motion that the Council approve the minutes of the public hearing and regular meeting held on August 14th and the budget workshops held August 21st and 28th, the special meeting held August 28th and the public hearing held September 5th and payment of the bills, as presented. Seconded by Alderman Farmer. Passed unanimously.

CONSIDER AND ACT UPON REQUEST FOR VARIANCE ON NOISE ORDINANCE FOR OCTOBER FESTIVAL IN COAL MINE
Sam Cortez requested a variance on the noise ordinance for the Coal Mine Church Festival on October 8th. Alderman Stone made the motion that Council grant this request. Seconded by Alderwoman Dahler. Passed unanimously.

CONSIDER AND ACT UPON REQUEST FROM MOBILITIE FOR INSTALLATION OF ONE “SMALL CELL” FACILITY ON CITY’S RIGHT-OF-WAY
City Attorney Tom Cate told Council that this item doesn’t have to be heard by Council now that an ordinance has been adopted, and that they need to file an application. No action was taken.
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CONSIDER AND ACT UPON BIDS RECEIVED FOR BRUSH PICK-UP FOR NEW FISCAL YEAR
City Secretary Josie Campa told Council that only one bid was received. She said the bid was from the current contractor Hector Barrera and it is for the same price as this past year. Alderman Cortez made the motion that Council award the brush pick-up contract to Hector Barrera Construction for $4,500.00 per month. Seconded by Alderman Farmer. Passed unanimously.

CONSIDER AND ACT UPON INCREASING PRICE OF WATER RATE TIERS THAT EXCEED TEN THOUSAND (10,000) GALLONS PER MONTH
The City Secretary reviewed the proposed water rate tiers with Council. Alderman Farmer made the motion that Council adopt the following water rate tiers:

- From 10,001 to 25,000 gallons $3.50 per 1,000 gallons
- From 25,001 to 50,000 gallons $4.50 per 1,000 gallons
- From 50,001 to 75,000 gallons $5.00 per 1,000 gallons
- From 75,001 to 100,000 gallons $6.00 per 1,000 gallons
- Over 100,000 gallons $8.00 per 1,000 gallons

Seconded by Alderman Gonzalez. Passed unanimously.

CONSIDER AND ACT UPON INCREASING RACHEL FAISH’S HOURLY RATE BY $0.50 AN HOUR FOR COMPLETING ANIMAL CRUELTY CERTIFICATION
Animal Control Director Betty Kroeger told Council Rachel Faish had attended an Animal Cruelty course and asked that she be given a 50¢ per hour increase in salary. Alderman Stone made the motion that Council grant this request and Rachel Faish’s salary be increased by 50¢ per hour. Seconded by Alderman Farmer. Passed unanimously.

CONSIDER AND ACT UPON ADVERTISING FOR PART-TIME LIBRARY EMPLOYEES TO FILL VACANCIES
Library Director Cassandra Cortez told Council she has two vacancies at the library and asked for permission to advertise. Alderman Stone made the motion that Council allow the Library Director to advertise for these two vacancies. Seconded by Alderman Farmer. Passed unanimously.

CONSIDER AND ACT UPON PROPOSED BUDGET AMENDMENTS TO LIBRARY BUDGET, DUE TO ADDED COST OF RENOVATING LIBRARY NOT COVERED BY THE GRANT
City Secretary Josie Campa told Council that since the library didn’t receive the full amount of the grant, the renovating costs exceeded the grant by about $11,575.00, and asked for budget amendments to cover the average. She said they have funds in savings that could be transferred to the current year’s budget for this. Alderman Gonzalez made the motion that Council approve these amendments. Seconded by Alderwoman Dahler. Passed unanimously.
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CONSIDER AND ACT UPON PROPOSAL FOR WATER TOWER REPAIRS
This information was not received, so this item was scratched.

CONSIDER AND ACT UPON ADOPTING NEW JOB DESCRIPTIONS FOR ALL CITY EMPLOYEES
After a short discussion, Council agreed to have the City Attorney review the proposed job descriptions, and after review this item be back on the agenda.

CONSIDER AND ACT UPON APPROVING FLYER FOR ECONOMIC DEVELOPMENT
Alderman Gonzalez reviewed the flyer he drafted for handing out to people and companies with city information for Economic Development. Alderman Cortez made the motion that Council approve this flyer. Seconded by Alderman Stone. Passed unanimously.

CONSIDER AND ACT UPON ADDING A SLIDE ON ASSIGNED TASKS FOR DEPARTMENT HEADS
Alderman Gonzalez suggested the proposed slide be added to the department heads monthly report. After discussion, Alderman Stone made the motion that Council approve this addition to the monthly reports by the department heads. Seconded by Alderman Cortez. Passed unanimously.

CONSIDER AND ACT UPON ADOPTION OF RESOLUTION ADOPTING CITY’S INVESTMENT POLICY
Alderman Gonzalez made the motion that Council adopt the resolution for the city’s investment policy. Seconded by Alderman Farmer. Passed unanimously.

CONSIDER AND ACT UPON ALLOWING PAYMENT OF BILLS THAT WERE ALREADY GENERATED, BUT NOT RECEIVED IN TIME FOR THIS COUNCIL MEETING, IF MONIES ARE AVAILABLE IN THIS FISCAL YEAR’S BUDGET
Alderman Farmer made the motion that Council grant the City Secretary’s request. Seconded by Alderman Cortez. Passed unanimously.

CONSIDER AND ACT UPON ALLOWING CITY SECRETARY TO ADVERTISE FOR AN ADMINISTRATIVE ASSISTANT
No action was taken on this item until a job description is written and approved for this new position.

Council took a break at 7:32 p.m. and reconvened at 7:55 p.m.

ANIMAL CONTROL DIRECTOR’S REPORT
Animal Control Director Betty Kroeger gave her report with a power point presentation.
LIBRARY DIRECTOR’S REPORT
The Library Director gave a power point presentation as her monthly report.

CODE COMPLIANCE OFFICER’S REPORT
Code Compliance Scott Traeger told Council about Fabiola Urdiales purchasing a food truck for her taco stand and that the inspectors need to go by to make sure it has a grease trap. He said the Fire Marshal needs to do an inspection, too.

Mr. Traeger told Council he has sent letters out on illegal water connections. He told Council that they might consider a deferred payment plan for these water meters and associated costs, and said he would work on a plan for consideration.

PUBLIC WORKS DIRECTOR’S REPORT
Public Works’ Director James McGrath gave a power point presentation for his monthly report.

POLICE CHIEF’S REPORT
A power point presentation was given by Police Chief Richard Priest, as his monthly report.

CITY SECRETARY’S REPORT
City Secretary Josie Campa gave her monthly report with a power point presentation.

MAYOR’S REPORT
Mayor Bowen thanked Council and Department Heads for all the work done over the past two months to get the new budget ready.

The Mayor thanked the City Secretary for her work on the budget.

The Mayor reminded the Council about the Homecoming Parade and the park event on Saturday morning.

Meeting adjourned at 8:49 p.m.