Minutes of Regular Meeting held March 11, 2019

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

Visitors: Craig Bell, Sam Parks, Laura Reyna, Luke Priest, Mark Lovelace, Gabriel Romero.

CALL TO ORDER AND PLEDGE OF ALLEGIANCE
Mayor Bowen opened the meeting at 6:34 p.m. and led everyone in the pledge to the flag.

VISITORS’/CITIZENS’ COMMENTS
Fire Chief Matt Dear invited the Mayor and Council to attend the check presentation ceremony on Monday, March 18th at 10:30 a.m. at the fire station. He told Council Congressman Henry Cuellar will be presenting a grant check to the Fire Department for $73,000.00.

Mayor Bowen told Council that Alderman Farmer had surgery and to keep him in their prayers.

APPROVAL OF MINUTES AND APPROVAL OF PAYMENT OF BILLS
Alderman Gonzalez questioned the City Secretary about the bills paid to the cleaning people and other parties for services provided to the city. The City Secretary told the Council that the cleaning people and fire department are paid the first of the month as per their contracts. She said other bills are paid at that time or when they come in. Alderman Gonzalez asked that these bills be added to the bills to be approved list in the future. Alderman Cortez made the motion that Council approve the minutes from the February 11th regular meeting and payment of the bills, as presented. Seconded by Alderman Gonzalez. Passed unanimously.

CONSIDER AND ACT UPON CONTRACT FOR ELECTION SERVICES WITH ATASCOSA COUNTY ELECTIONS OFFICE FOR MAY 4TH ELECTION
Alderman Stone made the motion that Council approve the contract for election services from the Atascosa County Elections Administrator for a total of $4,370.96. Seconded by Alderman Cortez. Passed unanimously.

CONSIDER AND ACT UPON TWO WEEKDAYS FOR THE MAIN EARLY VOTING PLACE TO BE OPEN FOR TWELVE (12) HOURS DURING THE EARLY VOTING PERIOD FOR MAY 4TH ELECTION
City Secretary Josie Campa told Council that election law requires Council to set the two weekdays for extended hours for early voting. She said the Election Administrator has requested these days be Tuesday, April 23rd and Tuesday, April 30th to keep her staff from having to work a lot of days with extended hours. Alderman Cortez made the motion that Council select Tuesday, April 23rd and Tuesday, April 30th as the two weekdays for extended hours for early voting. Seconded by Alderman Stone. Passed unanimously.
CONSIDER AND ACT UPON ADOPTING ORDINANCE AS PER SECTION 2.053 OF THE TEXAS ELECTION CODE ALLOWING CITY TO DECLARE EACH UNOPPOSED CANDIDATE FOR OFFICE IN THE MAY 4TH ELECTION ELECTED
Alderman Stone made the motion that Council adopt Ordinance No. 414 declaring each unopposed candidate for office in May 4th election elected. Seconded by Alderwoman Dahler. Passed unanimously.

CONSIDER AND ACT UPON HIRING A QUALIFIED CONSTRUCTION INSPECTOR FOR WATER TRANSMISSION LINE AND WATER PLANT IMPROVEMENT PROJECTS
City Attorney Tom Cate told Council he feels that the city should hire an inspector to inspect the work being done on the water transmission line and pumping improvements projects due to the nature of these projects. Mayor Bowen asked Public Works Director James McGrath if he had someone in mind for doing this work. Mr. McGrath told the Mayor and Council that Maurice Rihn would do this work for $65.00 an hour. Council discussed the work to be done by this inspector and Mr. Cate emphasized the most important thing was to make sure all of the specs are being followed. After more discussion, Alderman Gonzalez made the motion that Council hire Maurice Rihn for $65.00 per hour to perform inspections on the work being done by Ram II on the city’s two water system projects. Seconded by Alderman Cortez. Passed unanimously.

CONSIDER AND ACT UPON PROPOSAL FROM TRC ON DRAINAGE STUDY FOR THE COTTAGE, EASY AND ADAMS STREET AREA
Craig Bell from TRC explained the proposal for the drainage study to be done in the Adams Street, Cottage Street and Easy Street area for $7,433.00. Alderman Gonzalez asked Mr. Bell how long the drainage study would take, and Mr. Bell said it should take about a month. After discussion, Alderman Stone made the motion that Council accept this drainage study proposal for $7,433.00. Seconded by Alderman Cortez. Passed unanimously.

CONSIDER AND ACT UPON PROPOSAL FROM TRC FOR WATER/WASTEWATER CAPACITY STUDY
Craig Bell explained the proposal from TRC for a water, wastewater capacity study. He said the price for this study would be $10,352.00. Mr. Bell told Council this study would take about sixty (60) days. Alderman Cortez made the motion that Council approve this proposal. Seconded by Alderwoman Dahler. Passed unanimously.

CONSIDER AND ACT UPON AMENDMENTS TO ANIMAL CONTROL BUDGET FOR 2018-2019 FY
City Secretary Josie Campa told Council that the Mayor had a meeting with her and Alderman Gonzalez, Alderwoman Dahler, the Animal Control Director and Betty Kroeger from the Animal Allies. She presented proposed budget amendments to the Animal Control budget made by this group adding $12,500.00 removed from fundraising before to additional funds to be transferred from the general fund. She said the two line items lowered in the budget before would be raised back to original amounts. Alderman Gonzalez made the motion that these amendments be approved by Council. Seconded by Alderman Stone. Passed unanimously.
CONSIDER AND ACT UPON CALLING FOR TRAFFIC STUDY FROM TxDOT
Mayor Mark Bowen talked to Council about the city asking TxDOT to do a traffic study for Lytle. Alderman Ruben Gonzalez asked if FM 3175 could be included in this study. Mayor Bowen said the study should include all thoroughfares in Lytle that TxDOT is responsible for. After discussion, Alderman Stone made the motion that the City request a traffic study be made by TxDOT on all their thoroughfares in the city during normal school days. Seconded by Alderman Cortez. Passed unanimously.

CONSIDER AND ACT UPON EMERGENCY EXIT FOR COAL MINE
Mayor Bowen told Council that the exit from Coal Mine has been talked about for a long, long time, and that now that the easement with Mr. Estrada has been terminated this needs to be looked into again. The Mayor said there is a new property owner that the city can talk to. City Attorney Tom Cate told Council this item needs to be resolved once and for all. Council discussed forming a committee to talk to the new owner. After discussion, Alderwoman Dahler made the motion that a committee for the Coal Mine exit be formed with Alderman Sam Cortez and Ruben Gonzalez serving on it along with City Attorney Tom Cate, Police Chief Richard Priest and Fire Marshal Chief Matt Dear. Seconded by Alderman Stone. Passed unanimously.

CONSIDER AND ACT UPON HAVING ONLY DIGITAL WATER METERS INSTALLED IN THE FUTURE AND FOR ALL NEW DEVELOPMENTS
Public Works’ Director James McGrath told Council he has talked to two different people about digital water meters, and there is a cost difference of just over $200.00 between the digital and regular meters. Mayor Bowen recommended the city get ahead of the curb and look into digital meters by checking with other cities. After discussion, Alderman Gonzalez made the motion that Council appoint a committee consisting of Public Works’ Director James McGrath, City Attorney Tom Cate, Alderwoman Dahler and Alderman Jerry Stone to look into digital water meters, and that the Public Works’ Director get someone to make a presentation to Council on digital meters. Seconded by Alderman Cortez. Passed unanimously.

CONSIDER AND ACT UPON APPROVAL TO INCLUDE AND “UPDATE ORDINANCES” LINK ON OUR CURRENT WEBSITE TO SERVE AS A REFERENCE SECTION UNTIL MUNICODE IS UPDATED-RUBEN GONZALEZ
Alderman Gonzalez told Council that since it takes a while for Municode to recodify the city’s new ordinances and have them on the city’s website, the city should have a link added on the website. He said the P.D. said they can help out with this item and add the link to where someone using the city’s website can hit the link to see new ordinances. Alderman Cortez made the motion that Council allow links to be placed on the city’s website showing the new ordinances. Seconded by Alderman Stone. Passed unanimously.

Council took a short break at 7:43 p.m. and reconvened at 7:53 p.m.
Minutes of Regular Meeting held March 11, 2019-page 4

**ANIMAL CONTROL DIRECTOR’S REPORT**
Santiago Morantez presented the Animal Control Director’s Report with a power point presentation.

**LIBRARY DIRECTOR’S REPORT**
The Library Director’s Report was given by Cassandra Cortez with a power point presentation.

**CODE COMPLIANCE OFFICER’S REPORT**
Code Compliance Officer Scott Traeger told Council that it had been a short, busy month in February since people are having limbs trimmed. He said he has been informing people about the new ordinance and the time they can put out brush and debris. He said he has spent a lot of time enforcing this new ordinance.

Mr. Traeger asked Council about a wildflower ordinance and was told by the city attorney that there is no such ordinance and Mr. Traeger should use his discretion concerning overgrown lots with wild flowers.

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

**POLICE CHIEF’S REPORT**
Richard Priest gave his Police Chief’s report with a power point presentation.

The Police Chief told Council to remember that the Coal Mine exit will need to be a heavy duty road.

The Chief thanked the Public Works’ Director for the work done at the shooting range.

Chief also told Council that the new police car has still not been received but all the equipment for it is available for when it gets here.

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

**MAYOR’S REPORT**
Mayor Bowen told Council that he attended a transportation session at the State Capital with Bexar County representatives. The Mayor told Council of items discussed during this session.

Mayor Bowen said Texas is growing faster than any other state in the country and this area is no exception. He told Council about a new plane manufacturer moving to Hondo and hiring 50 people.

Meeting adjourned at 9:53 p.m.