Minutes of Regular Meeting held September 13, 2021

Regular meeting with the following present: Mayor Ruben Gonzalez; Aldermen David Emery, Sam Cortez, Charles Cate; City Secretary Josie Campa; Fire Marshal Matt Dear; Police Chief Richard Priest; Public Works’ Director James McGrath; Library Director Cassandra Cortez; Animal Control Director Santiago Morantez; Code Compliance Officer Scott Traeger; Finance Director Edward Eichelberger; City Attorney Tom Cate.


CALL TO ORDER AND PLEDGE OF ALLEGIANCE
Mayor Gonzalez opened the meeting at 6:30 p.m. and led everyone in the pledge to the flag.

CONSIDER APPROVAL OF MINUTES
Alderman Cortez made the motion that Council approve the August 9th and August 23rd minutes as amended. Seconded by Alderman Emery. Passed unanimously.

CONSIDER APPROVAL OF CITY ATTORNEY’S MONTHLY BILL
Alderman Emery made the motion that Council approve the bill from City Attorney Tom Cate. Seconded by Alderman Cortez. VOTE: For motion, Aldermen Emery and Cortez. Alderman Cate abstained. Motion carried.

CONSIDER APPROVAL OF PAYMENT OF BILLS
Alderman Cate made the motion that Council approve the bills, as presented. Seconded by Alderman Cortez. Passed unanimously.

CONSIDER AND ACT UPON REQUEST FOR EXTENSION ON BUILDING PERMIT DUE TO COVID-NORMA ZAVALA
Alderman Cate made the motion that Council grant the Zavala a 6-month extension on their building permit. Seconded by Alderman Cortez. Passed unanimously.

CONSIDER AND ACT UPON CONTRACT RENEWAL WITH FRONTERA CONCEPTS
Alderman Cortez made the motion that Council approve the contract with Frontera Concepts with all the changes made by the City Attorney. Seconded by Alderman Emery. Passed unanimously.

CONSIDER AND ACT UPON APPOINTING A BROAD BAND POINT OF CONTACT FOR CITY
Alderman Cate made the motion that Council appoint Frontera Concepts as the city’s “Broadband Point of Contact”. Seconded by Alderman Cortez. Passed unanimously.
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UPDATE ON AT & T PHONE AND INTERNET SERVICE
John Gaza from Frontera Concepts gave Council an update on the new AT & T phone and internet service. Mr. Garza told Council the Police Department is the only hold up and it should be cut over to new system in a week’s time.

UPDATE ON COMMUNITY CENTER COMMUNICATIONS CONTRACT
The City Attorney told Council he is still reviewing the material sent over by CommZoom and will have it for the next Council meeting.

CONSIDER AND ACT UPON SERVICE AGREEMENT WITH KOLOGIK FOR COURT INTEGRATION
Alderman Cate made the motion that Council authorize the Mayor to sign the service agreement with Kologik for court integration. Seconded by Alderman Emery. Passed unanimously.

CONSIDER AND ACT UPON JOHN MCQUEEN PLAT-RAY BACA, RAKOWITZ ENGINEERING
Alderman Cate made the motion that the McQueen replat be sent to the Planning and Zoning Commission before Council acts on it. Seconded by Alderman Emery. Passed unanimously.

CONSIDER AND ACT UPON DENYING THE VISTA BELLA PLAT UNTIL ENGINEER COMPLETES REVIEW
Alderman Emery made the motion that Council deny the Vista Bella plat until engineer can review. Seconded by Alderman Cortez. Passed unanimously.

CONSIDER AND ACT UPON INTERLOCAL AGREEMENT WITH MEDINA COUNTY
Alderman Emery made the motion that this item be tabled. Seconded by Alderman Cate. Passed unanimously.

CONSIDER AND ACT UPON INTERLOCAL AGREEMENT WITH ATASCOSA COUNTY
Alderman Emery made the motion that this item be tabled until the first meeting in October. Seconded by Alderman Cortez. Passed unanimously.

UPDATE ON SMALL BUSINESS GRANTS-ALDERMAN EMERY
Alderman Emery gave Council an update on the Small Business Grant program. He told Council six (6) businesses had applied and only three (3) qualified. He reported that Naomi’s Diner received $1,200.00 and Topis Café and VSC Insurance had each received $750.00.

CONSIDER AND ACT UPON LEFTOVER CRF FUNDS FOR SMALL BUSINESSES-ALDERMAN EMERY
Alderman Cortez made the motion that this item be tabled until the September 27th meeting. Seconded by Alderman Cate. Passed unanimously.
CONSIDER AND ACT UPON HIRING EMPLOYEE FOR PERMITS, TAX AND UTILITY CLERK POSITION
Alderman Emery made the motion that Council allow Paola Rios to transfer from the Police Department to City Hall. Seconded by Alderman Cortez. Passed unanimously.

CONSIDER AND ACT UPON EMPLOYMENT STATUS OF PART-TIME POLICE OFFICER JOHN E. CORTEZ
Alderman Cate made the motion that Council hire John E. Cortez as a full-time probationary Police Officer at $18.80 per hour. Seconded by Alderman Emery. Passed unanimously.

CONSIDER AND ACT UPON STREETS FOR STREET IMPROVEMENT PROJECT
Alderman Cate made the motion that Council table this item for the next meeting. Seconded by Alderman Cortez. Discussion. Passed unanimously.

Council took a short break at 8:09 p.m. and reconvened at 8:22 p.m.

CONSIDER AND ACT UPON EMPLOYMENT STATUS OF FINANCE DIRECTOR
Mayor Gonzalez announced at 8:22 p.m. that Council would go into closed session as allowed in Chapter 551.074, Subchapter D of Government Code.

Mayor Gonzalez reopened the meeting at 9:01 p.m. and announced that no action had been taken in closed session.

Alderman Cate made the motion that Council extend the Finance Director’s probationary period to December 31st. Seconded by Alderman Emery. Passed unanimously.

CONSIDER AND ACT UPON DEPOSITORY CONTRACT
Alderman Cortez made the motion that Council approve the renewal of the depository contract with Lytle State Bank. Seconded by Alderman Cate. Passed unanimously.

CONSIDER AND ACT UPON INVESTMENT POLICY
Alderman Cortez made the motion that Council adopt the investment policy with the Finance Director’s recommended changes. Seconded by Alderman Emery. Passed unanimously.

CONSIDER AND ACT UPON APPROVAL OF REVISED QUOTE FROM BROWN ELECTRICAL SERVICES FOR WORK AT WELL #4
Alderman Cortez made the motion that Council accept the revised quote from Brown Electrical for an additional $2,977.28. Seconded by Alderman Cate. Passed unanimously.
CONSIDER AND ACT UPON RENEWAL OF CONTRACT WITH LYTLE VOLUNTEER FIRE DEPARTMENT
Alderman Cortez made the motion that Council approve the renewal of the contract with the Lytle Fire Department for an additional $6,000.00 a year. Seconded by Alderman Emery. Passed unanimously.

CONSIDER AND ACT UPON AUTHORIZING THE ORDERING OF/PURCHASE OF TWO 2022 CHEVY TAHOE POLICE VEHICLES TO BE PAID FOR IN THE UPCOMING BUDGET YEAR
Alderman Cortez made the motion that Council approve the ordering of two (2) 2022 Chevy Tahoes for the Police Department. Seconded by Alderman Emery. Passed unanimously.

CONSIDER AND ACT UPON PROPOSALS RECEIVED FOR CLEAN-UP ON CR 6843 IN THE TWIN LAKES PORTION INSIDE THE CITY
Alderman Cortez made the motion that Council approve the proposal for clean-up of CR 6843 totaling $1,750.00. Seconded by Alderman Emery. Passed unanimously.

UPDATE ON LYTLE CLEAN-UP DAY
Mayor Gonzalez gave Council an update on the October 16th clean-up. He told Council it would be advertised and put on the city’s quarterly newsletter.

UPDATE ON BEAUTIFICATION COMMITTEE-ALDERMAN EMERY
Alderman Emery gave Council an update on the Beautification Committee. Mr. Emery told Council the Committee is working on the annual clean-up and that member Chris Bowen is really active and working on posters.

UPDATE ON TCEQ EMERGENCY PREPAREDNESS PLAN
Mayor Gonzalez told Council that he has talked to Jeff Dahm about a proposal for them to draw up an Emergency Preparedness Plan for TCEQ.

UPDATE ON COAL MINE EXIT
City Attorney Tom Cate told Council that he is waiting for information from the Medina County Clerk to determine if 1st Street is a dedicated street.

UPDATE ON CENSUS 2020
City Secretary Josie Campa gave Council copies of letter from Rolando Rios concerning the Census 2020 count for Lytle.

UPDATE ON TREE TRIMMING PROJECT
Code Compliance Officer Scott Traeger reported that letters had been sent out to property owners concerning trimming trees. He also gave Council a list of contractors that do tree trimming.
UPDATE ON INSTALLATION OF 25 MPH SIGNS
Public Works Director James McGrath told Council he will be ordering parts for putting up the new 25 MPH zone signs.

Alderman Cate made the motion that Council adjourn the meeting at 10:00 p.m. Seconded by Alderman Emery. Passed unanimously.

Meeting adjourned at 10:00 p.m.