Minutes of Regular Meeting held October 25, 2021

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


CALL TO ORDER AND PLEDGE OF ALLEGIANCE
Mayor Gonzalez opened the meeting at 6:31 p.m. and led everyone in the pledge to the flag.

CONSIDER APPROVAL OF MINUTES
Alderman Cate made the motion that Council approve the minutes of the September 13th and September 27th meetings, as presented. Seconded by Alderman Morrow. Passed unanimously.

CONSIDER APPROVAL OF CITY ATTORNEY’S MONTHLY BILL
Alderman Stone made the motion that Council approve the bill from Tom Cate. Seconded by Alderman Emery. Vote: FOR motion: Aldermen Stone, Emery and Morrow. Alderman Cate abstained. Motion carried.

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

CONSIDER AND ACT UPON PROPOSAL FROM TRC FOR GGG SUBDIVISION PLAT REVIEW AND DENYING PLAT APPROVAL
Alderman Emery made the motion that Council approve TRC’s proposal for $2,000.00 to review the GGG Subdivision plat and deny the plat submitted until the engineer can review it. Seconded by Alderman Morrow. Passed unanimously.

CONSIDER AND ACT UPON PROPOSAL FROM TRC FOR ROSEWOOD ESTATES PLAT REVIEW AND DENYING PLAT APPROVAL
Alderman Emery made the motion that Council approve TRC’s proposal for $6,096.00 to review the Rosewood Estates and deny the plat submitted until the engineer can review it. Seconded by Alderman Stone. Discussion. Passed unanimously.

CONSIDER AND ACT UPON PROPOSAL FROM TRC FOR PLAT REVIEW FOR VACATE AND RE-SUBDIVIDING LOT 1, BLOCK 12 OF RAILROAD ADDITION AND DENYING PLAT APPROVAL
Alderman Emery made the motion that Council approve TRC’s proposal of $3,000.00 for reviewing the plat for Lot 1, Block 12 Railroad Addition and deny the plat submitted until the engineer completes his review. Seconded by Alderman Stone. Passed unanimously.
Minutes of Regular Meeting held October 25, 2021-page 2

CONSIDER AND ACT UPON APPROVING CONTRACT FOR WELL #4’S LAST PHASE
Alderman Morrow made the motion that this item be tabled until the next meeting. Seconded by Alderman Emery. Passed unanimously.

CONSIDER AND ACT UPON PROPOSAL FROM PEERLESS ON WATER WELL #4
Alderman Morrow made the motion that Council approve the proposal of $112,054.00 from Peerless Equipment. Seconded by Alderman Cate. Passed unanimously.

CONSIDER AND ACT UPON APPOINTMENT OF CITY REPRESENTATIVE TO THE ATASCOSA CAD BOARD OF DIRECTORS
Alderman Stone made the motion that Council adopt the resolution appointing Kim Faulk as the city’s representative on the Atascosa CAD’s Board of Directors. Seconded by Alderman Cate. Passed unanimously.

CONSIDER AND ACT UPON ACCEPTING NEWLY CREATED ASSISTANT CITY SECRETARY JOB DESCRIPTION AND NEWLY REVISED HEAD UTILITY BILLING CLERK JOB DESCRIPTION-ALDERMAN EMERY
Alderman Emery made the motion that Council accept the newly created job descriptions for the Assistant City Secretary and Head Utility Billing Clerk. Seconded by Alderman Stone. Passed unanimously.

CONSIDER AND ACT UPON PROMOTING PAOLA RIOS TO ASSISTANT CITY SECRETARY POSITION AND PROVIDING PAY INCREASE-ALDERMAN EMERY
Alderman Emery made the motion that Council promote Paola Rios to Assistant City Secretary position and she be given a $2.00 per hour increase and another increase of $2.00 per hour when she learns about finance and budget. Seconded by Alderman Stone. Passed unanimously.

CONSIDER AND ACT UPON ALLOWING CITY SECRETARY TO ADVERTISE FOR PERMIT, TAX AND UTILITY CLERK POSITION-ALDERMAN EMERY
Alderman Emery made the motion that Council allow the City Secretary to advertise for the now vacant Permit, Tax and Utility Clerk position. Seconded by Alderman Cate. Passed unanimously.

CONSIDER AND ACT UPON ALLOWING LIBRARY DIRECTOR TO ADVERTISE FOR VACANT LIBRARY POSITION
Alderman Stone made the motion that Council allow the Library Director to advertise for the vacant library position. Seconded by Alderman Morrow. Passed unanimously.
CONSIDER AND ACT UPON THE PURCHASE OF A SMALL REFRIGERATOR AND APPROPRIATE TOOLS TO COLLECT RABIES SPECIMENS FROM ANIMALS
Alderman Stone made the motion that Council approve the purchase of the refrigerator and tools for animal control to collect rabies specimens and omit the table, at this time. Seconded by Alderman Cate. Passed unanimously.

CONSIDER AND ACT UPON HOLDING HAYRIDE EVENT
Alderman Morrow made the motion that Council approve holding the hayride this year. Seconded by Alderman Stone. Discussion. Passed unanimously.

CONSIDER AND ACT UPON ALLOWING PUBLIC WORKS DEPARTMENT TO DO TREE TRIMMING PROJECT
Alderman Stone made the motion that Council allow the Public Works’ Department to do the tree trimming within the next four months. Seconded by Alderman Emery. Vote-FOR: Aldermen Stone, Emery and Morrow. AGAINST: Alderman Cate. Motion carried.

CONSIDER AND ACT UPON ALLOWING THE USE OF THE HORACE FINCHER CENTER FOR COVID-19 VACCINATIONS

CONSIDER AND ACT UPON PURCHASE OF EMERGENCY SIREN FOR COAL MINE AND HARDWARE FOR ADDITIONAL SIREN
Alderman Emery made the motion that Council approve the purchase of the siren for Coal Mine and the hardware for another siren as per the quote. Seconded by Alderman Morrow. Passed unanimously.

CONSIDER AND ACT UPON BILL RECEIVED FROM ARMSTRONG, VAUGHAN & ASSOCIATES FOR 2018-2019 AND 2019-2020 AUDITS
Alderman Emery made the motion that Council accept and pay the bill from the auditors for $60,000.00. Seconded by Alderman Stone. Discussion. Vote-FOR: Aldermen Emery, Stone and Morrow; AGAINST: Alderman Cate. Motion carried.

UPDATE ON EMPLOYEE VACATION TIME
Council reviewed the Employees’ vacation leave report and were told that this matter is being addressed by the Employee Handbook Committee.

UPDATE ON FIRE HYDRANT REPAIR IN COAL MINE-ALDERMAN CORTEZ
This item was tabled until Alderman Cortez is present.
Minutes of Regular Meeting held October 25, 2021-page 4

CONSIDER AND ACT UPON SCHEDULING A PUBLIC HEARING ON THE RE-DISTRICTING OF CITY COUNCIL DISTRICTS BASED UPON 2020 CENSUS-ALDERMAN CATE
Alderman Cate made the motion that Council hold a public hearing before the November 8th meeting to discuss concerns with the re-districting. Seconded by Alderman Morrow. Passed unanimously.

CONSIDER AND ACT UPON USING AN AUDIT MATRIX TO IMPLEMENT AUDITOR’S RECOMMENDATIONS-ALDERMAN CATE
Alderman Cate made the motion that Council adopt the audit matrix template from the bank to implement the auditors’ recommendations. Seconded by Alderman Emery. Passed unanimously.

DISCUSS AND CONSIDER TAKING ACTION ON REMEDYING LEANING POWER POLE OUTSIDE OF CITY HALL-ALDERMAN CATE
Alderman Cate made the motion that no action be taken on this item. Seconded by Alderman Emery. Passed unanimously.

DISCUSS AND CONSIDER TAKING ACTION ON ADDRESSING WATER DISTRIBUTION LINE NEAR THE INTERSECTION OF WISDOM ROAD AND BALL ROAD-ALDERMAN CATE
Alderman Cate made the motion that this item be tabled until next meeting. Seconded by Alderman Emery. Passed unanimously.

DISCUSS AND CONSIDER TAKING ACTION ON THE CITY’S WATER DISTRIBUTION LINES-ALDERMAN CATE
Alderman Cate made the motion that Council have Mark McLiney calculate amount for monies needed for water distribution line as per the preliminary figures from the Public Works’ Director. Seconded by Alderman Stone. Passed unanimously.

CONSIDER AND ACT UPON PURCHASE ON COMPACT EXCAVATOR FOR PUBLIC WORKS
Alderman Stone made the motion that Council approve the purchase of the compact excavator for $24,000.00 if it meets with the Public Works’ Director’s approval. Seconded by Alderman Cate. Passed unanimously.

LIBRARY DIRECTOR’S REPORT
Library Director Cassandra Cortez gave Council copies of her monthly report and reviewed it with them.
Minutes of Regular Meeting held October 25, 2021-page 5

**ANIMAL CONTROL DIRECTOR’S REPORT**
Santiago Morantez reviewed his Animal Control Director’s report with Council.

**CODE COMPLIANCE OFFICER’S REPORT**
Code Compliance Officer Scott Traeger reported on the following:

1. gave six (6) notices to property owners for putting brush out too early;
2. checked a fence built and one had not gotten a permit;
3. has taken pictures of trees that need trimming; and
4. talked to Commissioner Knowlton about the county helping with the tree trimming on Pearsall Road.

**PUBLIC WORKS’ DIRECTOR’S REPORT**
Public Works’ Director James McGrath gave copies of his report to Council and reviewed items on the report with them.

**POLICE CHIEF’S REPORT**
Richard Priest gave his Police Chief’s report with a power point presentation and gave Council members copies of this report.

**CITY SECRETARY’S REPORT**
City Secretary Josie Campa gave a power point presentation as her monthly report and gave Councilmen hard copies of her report.

**INFORMATIONAL ITEMS**
Alderman Emery told Council about the band’s trip to the area competition and gave a shout out to the Police Department for their police escort.

Mayor Gonzalez gave the following information to the Council:
1. Mayor told Council he would let them know when former Mayor Hall’s funeral service will be held;
2. Farmers’ Market & Food Truck Rally will be held October 30th;
3. Halloween is October 31st;
4. asked people to let Police Department know if they see or hear of anything; and
5. told of birthdays in the month of October - including the city’s 70th.

**MAYOR’S REPORT**
Mayor reported on the following items:

1. TRC gave a proposal for the Emergency Prepared Plan of $22,000.00, so he will be working on this plan with Public Works’ personnel;
Minutes of Regular Meeting held October 25, 2021-page 6

MAYOR’S REPORT (CONT.)
2 - notification letters for this preparedness plans will be sent out before November 1st deadline;
3 - hope to have a proposal for Community Center in November;
4 - need to look at getting grant support now that audits are done;
5 - need to stay up with ARP requirements to receive rest of funding;
6 - CPS & HEB are looking at options for a high pressure gas line so HEB will have a backup power source for generator;
7 - thanked Clean-up Committee, Alderman Emery, Genice Jacques, Chris Bowen, City Secretary, Public Works’ Director and volunteers for the October 16th clean-up;
8 - thanked Public Works for work with the Twin Lakes clean-up and fixing large main break on FM 2790 last week;
9 - thanked Police Department for their work at the IH 35 car crash; the fatal accident, and another accident and for their escorts for the cross country team and the band;
10 - thanked both the Fire Department and Police Department for their help with Lupe Castro’s funeral service; and
11 - reminded everyone of the Homecoming Parade on Saturday, November 6th.

Alderman Emery thanked Public Works’ Director James McGrath for putting down plywood for the roll-off placed at the Beall’s parking lot for the October 16th clean-up.

Alderman Emery made the motion that the meeting be adjourned. Seconded by Alderman Stone. Passed unanimously.

Meeting was adjourned at 9:49 p.m.