Minutes of Regular Meeting held March 14, 2022

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


CALL TO ORDER AND PLEDGE OF ALLEGIANCE
Mayor Gonzalez opened the meeting at 6:30 p.m. and led everyone in the Pledge of Allegiance.

CONSIDER APPROVAL OF MINUTES
Alderman Emery made the motion that Council approve the minutes of the regular meetings on February 14th and the February 28th workshop be approved, as presented. Seconded by Alderman Cortez. Passed unanimously.

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

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

PRESENTATION OF ANNUAL DANIEL J. McGRATH, D.V.M. CITIZENSHIP AWARD
Mayor Gonzalez announced the winner of the 2021 Daniel J. McGrath, D.V.M. and had James McGrath present the plaque to Rev. Scott Martin as he read Reverend Martin’s credits.

PRESENTATION OF PROCLAMATION FOR BAND MEMBER
Mayor Gonzalez had Alderman Emery present the framed Proclamation to Stefan Grigsby for his accomplishments in being selected to the State Band.

CONSIDER AND ACT ON PROPOSAL FROM TRC FOR REVIEWING ROSEWOOD ESTATES CLOMR REPORT
Alderman Cate made the motion that Council accept the proposal from TRC to review the CLOMR Report for Rosewood Estates for the amount of $4,096.00. Seconded by Alderman Emery. Passed unanimously.
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CONSIDER AND ACT UPON REQUEST FROM V K KNOWLTON FOR USING WATER METER ON FIRE HYDRANT FOR CONSTRUCTION ACTIVITY ON ROSEWOOD ESTATES-PHIL BANDEL
Alderman Cate made the motion that Council allow V K Knowlton to use water from a hydrant for construction purposes provided that Mr. Bandel’s company be charged for EAA penalties, if they are assessed. Seconded by Alderman Cortez. Passed unanimously.

CONSIDER AND ACT UPON OPTIONS FOR RE-LOCATING EXISTING 2-INCH WATER LINE ON ROSEWOOD ESTATES PROPERTY THAT SERVICE TWO WATER CUSTOMERS-PAPE-DAWSON ENGINEERING
Alderman Cate made the motion that Council allow the relocation of the water lines as proposed by Carlos Rodriguez. Seconded by Alderman Cortez. Passed unanimously.

CONSIDER AND ACT UPON REQUEST FROM BNB PROPERTIES, LTD. FOR VARIANCE ON LOT SIZE FOR CORNER LOT AT COTTAGE AND D’HANIS STREET
Alderman Emery made the motion that Council grant the variance on lot size to Mr. Boyd. City Attorney Tom Cate reminded Council of the City’s ordinance and said they need to follow it. Alderman Emery amended his motion to read that Council approve the variance pending the final decision by the Zoning Commission. Seconded by Alderman Morrow. Passed unanimously.

CONSIDER AND ACT UPON REQUEST FOR VARIANCE FOR HEIGHT OF GAS STATION SIGN OFF OF THE IH 35 AND FM 3175-VICTORY SIGNS
Alderman Cate made the motion that no action be taken on this item. Seconded by Alderman Emery. Passed unanimously.

CONSIDER AND ACT UPON CONTRACT FOR EMERGENCY MANAGEMENT PLAN WITH CUMORAH ELDREDGE
Alderman Emery made the motion that this item be tabled. Seconded by Alderman Cortez. Passed unanimously.

CONSIDER AND ACT UPON DRAWING UP LIST OF CAPITAL IMPROVEMENT PROJECTS THAT WILL REQUIRE LONG-TERM FINANCING
Council discussed several projects that will need additional funding. They were as follows: sidewalks, elevated water storage tank, water booster station, wastewater treatment plant, water transmission lines, land, fire station, Ball Road improvements, park storage concession building, Public Works facility, lighting for ball fields and ballfields. Alderman Cortez made the motion to approve the above listed tentative list for consideration. Seconded by Alderman Emery. Passed unanimously.
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DISCUSS AND ACT UPON ISSUANCE OF CERTIFICATES OF OBLIGATION BASED UPON THE RECOMMENDATIONS MADE BY THE CITY’S ENGINEER AND FINANCIAL ADVISORS FOR FUNDING NECESSARY INFRASTRUCTURE PROJECTS
Alderman Cate made the motion that this item be tabled to the March 28th meeting. Seconded by Alderman Emery. Passed unanimously.

CONSIDER AND ACT UPON APPROVING INTERGOVERNMENTAL AGREEMENT WITH ATASCOSA COUNTY FOR GENERATOR GRANT
Alderman Emery made the motion that the Council finalize the agreement and send to the county for approval. Seconded by Alderman Morrow. Passed unanimously.

CONSIDER AND ACT UPON APPLYING FOR A GENERATOR GRANT UNDER ATASCOSA COUNTY
Alderman Emery made the motion that Council approve the city applying for generator grant with the city’s share being $50,000.00. Seconded by Alderman Cortez. Passed unanimously.

CLOSED SESSION-CONSULTATION WITH ATTORNEY CONCERNING CASE NO. 22-02-0062-CVA, RACHEL FAISH et al v. THE CITY OF LYTLE et al PENDING LITIGATION, PURSUANT TO SECTION 551.071 TEXAS GOVERNMENT CODE
Mayor Gonzalez announced that Council would go into closed session at 7:58 p.m. as allowed by Chapter 551.071 Texas Government Code. The meeting was reopened at 8:08 p.m. Mayor Gonzalez announced that no action was taken in the closed session. Alderman Cortez made the motion that no action be taken. Seconded by Alderman Emery. Passed unanimously.

Council took a short break at 8:10 p.m. and reconvened at 8:21 p.m.

CONSIDER AND ACT UPON STORAGE OF CITY DOCUMENTATION AND MAPS IN APPROPRIATE ENVIRONMENT AND MANNER IN CITY HALL
Alderman Morrow made the motion that records and maps we need now be moved to climate-controlled rooms and work towards digitizing records. Seconded by Alderman Emery.
Discussion. VOTE: For motion Aldermen Morrow, Emery and Cortez. AGAINST motion- Alderman Cate. Motion carried.

UPDATE ON CITY HALL STAFFING AND WORK ENVIRONMENT
City Secretary told Council that the new employee left and she will need to advertise.

Melinda Muraira told Council she was the employee that left and told them that one person in the office made it a hostile environment.

CONSIDER AND ACT UPON ADVERTISING FOR OFFICE EMPLOYEE
Alderman Cate made the motion that Council allow the City Secretary to advertise for the vacant position in the office. Seconded by Alderman Cortez. Passed unanimously.
CONSIDER AND ACT UPON ADVERTISING FOR PART-TIME KENNEL TECH
Alderman Morrow made the motion that the Animal Control Director be allowed to advertise for the vacant kennel tech position. Seconded by Alderman Emery. Passed unanimously.

CONSIDER AND ACT UPON REQUIRING A DEPOSIT FOR ANIMAL TRAPS-
SANTIAGO MORANTEZ
Alderman Emery made the motion that this item be tabled for more information. Seconded by Alderman Cortez. Passed unanimously.

CONSIDER AND ACT UPON REVISED EMPLOYEE HANDBOOK
Alderman Emery told Council that the employee handbook has been worked on by a committee and it is ready to be sent to the HR person. He said after the HR person is done with it, Council can review it and then approve. Alderman Emery told Council that a section pertaining to social media will be added and asked for input from Council and will be on next agenda. Alderman Emery made the motion that no action be taken on this item. Seconded by Alderman Cortez. Passed unanimously.

UPDATE ON TxDOT MAINTENANCE AGREEMENT
City Attorney Tom Cate told Council the TxDOT maintenance agreement has not been reviewed yet and that there is reason for the city to take more obligations. Mr. Cate said he would get copies and existing and proposed copies to Council.

CONSIDER AND ACT UPON SETTING UP SPRING CLEAN-UP DAY IN APRIL
Alderman Emery made the motion that a Spring Clean-up be held on April 23rd. Discussion. Alderman Emery amended his motion to read “that the city” hold a street trash clean-up day on April 9th and a bulky waste clean-up day on April 23rd with a backup day of April 30th. Seconded by Alderman Morrow. Passed unanimously.

DISCUSS AND RESET DATE FOR WORKSHOP WITH REPRESENTATIVE FROM KIMLEY HORN ON ADOPTING POLICIES AND PROCEDURES FOR MANAGING GROWTH-ALDERMAN CATE
Alderman Cate made the motion that Council hold a workshop on March 24th at 2 p.m. at the center annex building. Seconded by Alderman Cortez. Passed unanimously.

DISCUSS AND TAKE POSSIBLE ACTION ON TAKING NECESSARY STEPS TO HAVE THE CITY DESIGNATED AS A TREE CITY USA-ALDERMAN CATE
Alderman Cate made the motion that Council direct the City Secretary as designer to start work on having city designated as a “Tree City USA”. Seconded by Alderman Morrow. Passed unanimously.
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**DISCUSS AND TAKE ACTION ON LIMITING CITY COUNCIL MEMBER INTERACTIONS WITH CITY EMPLOYEES-ALDERMAN CATE**

Alderman Cate made the motion that all Council members action with all city personnel pertaining to official city business be limited to Council meeting and to the time the Council member be conducting their liaison duties. Seconded by Alderman Cortez. VOTE: FOR motion-Aldermen Cate and Cortez; AGAINST motion- Aldermen Emery and Morrow. Due to tie, Mayor Gonzalez voted AGAINST motion. Motion failed.

**INFORMATIONAL ITEMS**

City Secretary told Council a TML rep would be here March 16th to present a longevity award to the city at 1:00 p.m.

Mayor Gonzalez reported the following to Council:

1 - had a pre-construction meeting at Rosewood Estates;
2 - there are concerns at Saddle Ridge due to issues with water meters;
3 - a complaint has been filed against the City Secretary;
4 - reminded Council of Animal Control’s yard sale on March 19th;
5 - department head evaluations will be April 13th;
6 - a meeting will be held to discuss ceremony for Ruiz-Foster Way on April 8th;
7 - light on Mesquite Street was installed
8 - thanked St. Andrews Church for holding COVID testing and Grace Bible Church for holding food distribution;
9 - thanked Police Department for Emergency Management help and Matt Dear and Chief Priest for working with him on this;
10 - congratulated band and track team on their wins;
11 - told Council LaNet Hester had a birthday this past weekend; and
12 - asked for special prayers for Ukraine during this time;

Alderman Cortez made the motion that the meeting be adjourned. Seconded by Alderman Morrow.

VOTE-FOR motion Aldermen Cortez, Morrow and Emery-Alderman Cate was opposed. Motion carried.

Meeting adjourned at 9:45 p.m.