MINUTES
CITY OF LYTLE
REGULAR CITY COUNCIL MEETING
NOVEMBER 13, 2023

CALL TO ORDER
Mayor Ruben Gonzalez called the meeting to order at 6:30 PM

ROLL CALL
Mayor Ruben Gonzalez, Alderman Miguel Aguirre, Alderman Richard Hughes, Alderman David Emery, Alderman Michael Rodriguez, and Alderman Charles Cate were present.

Staff Present: City Administrator Matthew Dear, Finance Director LaNet Hester, Animal Control Director Santiago Morantez, Police Chief Richard Priest, Public Works Foreman Robert Hernandez, Library Director Cassandra Cortez, and City Attorney Molly Solis.

City Secretary Paola Rios was absent.

PLEDGE OF ALLEGIANCE TO THE UNITED STATES FLAG
Led by Mayor Ruben Gonzalez

CITIZENS TO BE HEARD
No citizens to be heard.

AWARD OF APPRECIATION TO BUILDER INSPECTOR TROY MARTIN
Mayor Gonzalez presented a plaque to Troy Martin for his 23 years of dedicated service to the City of Lytle as City Builder Inspector.

CONSENT AGENDA

a. Consider Approval of Minutes
   i. Alderman Michael Rodriguez made the motion, seconded by Alderman Charles Cate to approve the minutes of October 10, 2023. A vote was taken (5:0 all ayes) the motion carried by all present.
   ii. Alderman Michael Rodriguez made the motion, seconded by Alderman David Emery to approve the minutes of October 23, 2023. A vote was taken (5:0 all ayes) the motion carried by all present.
b. Consider Approval of Payment of Bills
   i. Alderman Charles Cate made the motion, seconded by Alderman Michael Rodriguez to approve the item. A vote was taken (5:0 all ayes) the motion carried by all present.

OPEN SESSION – ACTION ITEMS

a. Update and Discuss on the Violation Notice from Railroad Commission of Texas regarding city’s need to accomplish the replacement of system piping posing the greatest risk at a minimum annual rate of 8%
   i. CPS Representative Anthony Moy spoke to council regarding the violation and explained the actions to be taken to correct it.

b. Consider and Act upon Awarding Bank Depository Contract for a 5-year term to Lytle State Bank.
   i. A motion was made by Alderman David Emery, seconded by Alderman Richard Hughes to approve the item. A vote was taken (4 ayes, 1 abstained by Alderman Cate) the motion carried by all present.

c. Consider and Act upon an amendment to the Gas Sales Contract between City of Lytle and WTG Gas Marketing, dated June 1, 2009, which revising Exhibit A of said contract to reflect increased upstream transportation and fuel charges.
   i. A motion was made by Alderman Charles Cate, seconded by Alderman David Emery to approve the item. After further discussion, a vote was taken (5:0 all ayes) the motion carried by all present.

d. Update and Discussion on status of repairs on city’s Water Well #2.
   i. City Administrator Dear talked to council regarding well #2 that had been broken down since August of 2022 right after the new well went online. He was not informed of that until September of 2023. The reason the well went down was because the chlorine head had gotten wet and went bad, a new one was never purchased. A new chlorine head was purchased to get the well back online. In order to have it back online, they needed to flush it and send it off for testing to make sure the water is safe, but they have been having issues. Public Works Foreman Roberto Hernandez told council they have been flushing since September 9th and for some reason the water is not clearing up. He again took some samples but will not get the results until the first or second week of December.

e. Consider and Act upon authorizing hiring Roberto Hernandez as Interim Public Works Director and set salary.
   i. A motion was made by Alderman Charles Cate, seconded by Alderman Miguel Aguirre to approve item and hire at six (6) month probationary period and to set salary at $66,000.00 with an increase of $69,000.00 after successfully completing probation and obtaining all required licenses. After further discussion, a vote was taken (5:0 all ayes) the motion carried by all present.

f. Consider and Act upon setting allocation of the city’s 13 votes for Medina County Appraisal District Board of Directors.
   i. A motion was made by Alderman David Emery, seconded by Alderman Charles Cate to delegate to the mayor to do any necessary investigation he feels appropriate and make a decision to nominate the person and bring item back to council on the next meeting. Alderman David Emery Amended his motion, seconded by Alderman Charles Cate to include in addition to the mayor that we add our City Administrator. After further discussion, a vote was taken (5:0 all ayes) the motion was carried by all present.

Mayor Ruben Gonzalez recused himself from the meeting for the following item since he is the one that filed the complaint. Mayor Pro-Tem David Emery took over for this agenda item at 7:12 p.m.
g. Discuss and Consider the Ethics Ordinance complaint, dated August 14, 2023, filed against Alderman Charles Cate alleging violation of Ordinance 22-06, Section 2-65 and the Report to City Council on the Ethics Commission Review of the Complaint regarding the same.

i. A motion was made by Alderman Michael Rodriguez to reject the findings from the Ethics Commission and conduct a new Ethics hearing. There was no second, the motion failed. A motion was made by Alderman Miguel Aguirre, seconded by Alderman Richard Hughes to accept the findings of the Commission, and dismiss the complaint. A vote was taken (3 ayes, 1 no by Alderman Rodriguez) the motion carried by all present.

Mayor Ruben Gonzalez returned to the meeting at 7:33 p.m.

h. Discuss and Consider approval of proposed amendments to the Ethics Ordinance and approve Ordinance No. 23-13 amending Ordinance No. 22-06 to clarify the requirement for current council members to file Financial Disclosures, correcting reference in Section 2-68(c), and clarifying publication notice not required by statute with amendments to be effective immediately or to allow the City Council approved amendments to the Ethics Ordinance to be submitted to the Ethics Commission for review and advise to City Council on same.

i. A motion was made by Alderman David Emery, seconded by Alderman Michael Rodriguez to approve the item along with the changes that were discussed. After further discussion, a vote was taken (4 Ayes, 1 no by Alderman Cate) the motion carried by all present.

i. Discussion and Possible Action concerning the City of Lytle’s Water Wells.

ii. Alderman Charles Cate asked his first question to Public Works Foreman Roberto Hernandez about well #1, that has been converted to monitoring? City Administrator Dear told council that they are still waiting on Edward’s Aquafer they’ve done everything they can and now is on them. They came out and pulled sludge and are now waiting to put their monitoring equipment on. Question number 2, on well #2, were Edwards or TCEQ notified? Foreman Hernandez stated yes. Question number 3, on well #3 when was the last time the well was distributing water through our distribution system? Foreman Hernandez stated he could not answer that question. City Administrator Dear stated it was a long time ago before they drilled the new well, quarter of a million dollars trying to get that well working but it never came back to life. Alderman Cate asked since well #2 has been down since last year, how have we been able to effectively perform any required maintenance or service in our well #4? Foreman Hernandez stated upkeep it’s just a lubricated monitor, it’s a drip system that uses vegetable oil. City Administrator Dear added that that well does not run 24 hours a day. Runs enough during the day to build up the tank and then it’s offline for a while for any maintenance. Alderman Cate asked what would Foreman Hernandez’ recommendation be on how many wells should we have going? Foreman Hernandez stated two, that would be the minimum in case one goes down then you have time to work on it. Alderman sated after the issues with have with the well and maybe repairs are unable, asked council to look into it because we have a good well site, and we have room for additional wells out there for good clean water. The possibility to start planning on well #5 because the city continues to grow. Alderman Michale Rodriguez made the motion, seconded by Alderman David Emery to take no action on the item. A vote was taken, (5:0 all ayes) the motion carried by all present.

j. Discussion and Possible Action on lowering the speed limit on city streets in the City of Lytle.

i. Chief presented the speeding figures to council from October 1st through November 11th on Railroad Street. Alderman Charles Cate made the motion, seconded by Alderman Miguel Aguirre to hold a public hearing for lowering the speed limits on city streets throughout the City of Lytle as well as publish it in the city newspaper to inform the public what actions we propose. Alderman Charles Cate amended this motion, seconded by Alderman Miguel Aguirre to include the date of the hearing on the next council
meeting which is December 27th. After further discussion, a vote was taken (4 ayes, 1 no by Alderman Rodriguez) the motion carried by all present.

City Council took a break at 8:25 p.m.

City Council reconvened at 8:38 p.m.

k. Update on the Texas Department of Transportation Alternative Grant Award for sidewalks on FM 2790 (McDonald Street).
   i. City Administrator Dear told council that they held a meeting with TXDOT representatives and informed council that the city got awarded 6-foot-wide sidewalks along McDonald Street starting at Main Street by City Hall both sides of the road all the way up to IH-35 will stop there and jump onto the other side of IH-35 and will cover by the new subdivision. Currently, there’s no charge to the city because we can use transportation credits if not it is budgeted for that. He also mentioned that they will still have to talk about a pedestrian bridge in order to cross to the other side underneath IH-35.

DEPARTMENT REPORTS

a. Santiago Morantez reviewed his Animal Control’s Report in a power point presentation.
b. Cassandra Cortez reviewed her Library Director’s Report in a power point presentation.
c. Roberto Hernandez reviewed his Public Works Director’s Report in a power point presentation.
d. Richard Priest reviewed his Police Chief’s Report in a power point presentation.

EXECUTIVE SESSION

City Council went into executive session at 9:08 p.m.

City Council reconvened at 9:21 p.m.

   a. Discussion on status of negotiation on proposed hiring of Zack Meadows as City Administrator.
      i. No action taken.

DISCUSS AND CONSIDER ITEMS DISCUSSED IN EXECUTIVE SESSION

i. A motion was made by Alderman David Emery, seconded by Alderman Richard Hughes to hire Zachary Meadow for City Administrator at an annual salary of $95,000 with a six (6) month probation period with the consideration of a two-year contract at the end of the probationary period and with the start date of December 11th, 2023. A vote was taken (all ayes) the motion carried by all present.

ANNOUNCEMENTS FROM CITY COUNCIL AND CITY STAFF

1. David Emery mentioned History Day at the Jr. High School will be this Friday starting at 8 a.m. until 2 p.m.
2. Mayor Gonzalez thanked Medina County for the assistance as we take care of some of our own roads. Medina County has partnered up with us to help us out with another project that we’re going to work on.
3. Thanked PD for the Halloween traffic assisting, did an outstanding job we had a lot of people turning up at different places and it was safe.
4. Thanked Matt, City Hall, Public Works, and Wayne for cleaning up the Senior Center.
5. Thanked PD, City Hall, and Public Works for the assistance with the Homecoming Parade, kudos to the alumni, thanked Alderman Hughes for being out there announcing.
6. Thanked the Shops of Lylte and Chamber of Commerce for helping out getting ready for the holidays and for homecoming they have been very involved.
7. Thanked Lylte ISD for a great Veteran’s event.
8. Thanked council for being more involved helping out the schools, programs and different things.
9. Tax statements went out, there was a delay with tax payments going out to our residents there was a glitch, not only in our county it was multiple counties having problems.
10. Dr. Neil asked to pass on to everyone we have a lot of everything happening in our region, COVID, RSV, the Flu, please take precautions as necessary. We do have the highest going on which is strep.
11. Rise Broadband update, they are 80% complete in our city.
12. Reminder, the 16th of November this Thursday we will have Robert’s Rules Training.
13. November 17th Friday and Saturday the High School Theater group will have their Fall Production.
14. November 19th the High School is having a Community Thanksgiving.
15. Reminder for city employees and Council Member, December 1st is our Holiday Dinner.
16. Congratulations to the boys and girls cross country, they are State winners. Band also made it to the 12 best bands of the year; they ranked 7 out of 33.
17. Football ended their season last Thursday making it to the playoffs.
18. Girls Volleyball made it to the first round of playoffs.
19. Girls Basketball started with two big wins. Special mention to Calyssa, our basketball player who already signed early committed to college.
20. Birthdays we have Melinda at Animal Care and Control on the 25th of November. We have two to be recognized before the next council meeting, Miguel on the 18th and Molly’s just around the corner.
21. Gave best wishes to all and their families on Thanksgiving.

ADJOURNMENT
Alderman Charles Cate made the motion, seconded by Alderman Richard Hughes to adjourn the meeting at 9:36 p.m. A vote was taken (5:0 all ayes) the motion carried by all present.

ATTEST:

[Signature]  [Ruben Gonzalez, Mayor]  [12/11/23]
Name / Title  Date

[Signature]  [Paul L. Rios, City Secretary]  [12/11/23]
Name / Title  Date