

**Monday September 9, 2019 6:30**

The City Council of the City of Robert Lee, Texas met in regular session in City Council Chambers, City Hall 6 East 7<sup>th</sup> Street, Robert Lee, Texas at 6:30 p.m.

Present: Mayor Allyson Crenshaw, Council Members: Becca McGuire, Jason Moran, Tracy Grantham, Brandi Brosh  
City Staff Present: Billy Williams, Amanda Mendoza, Luke Sheldon, and Kiara Burns

1. **Call to Order, Quorum Determined, Meeting Declared Open at 6:32 PM**

2. **Proclamations and Presentations**

- A. Prayer provided by Mayor Pro Tem Jason Moran
- B. Pledge provided by those in attendance

3. **Citizen's Comments:**

Anne Hedges – Provided pictures for council regarding a bagged fire hydrant near her property. She would like it fixed.

City Superintendent Billy Williams, informed council that nonoperational fire hydrants are supposed to be bagged or painted black to signify they don't work. He informed the public that this fire hydrant is next to be fixed on the list.

Leta Caston – Wanted to give council more time to think about the request from Vision with a Purpose to put speakers on their roof to play music during events. She is on the agenda for the next City Council Meeting

4. **Budget Hearing** – Revenue \$1,373,247; Payroll \$390,480.05; M & O \$995,021; Debt \$7,500

No citizen comments or discussion

5. **Tax Hearing** - \$0.46 per \$100 value, no increase

No citizen comments or discussion

6. **Consent Agenda**

A. Minutes – August 28, 2019

B. Financial Reports – Moved to Regular Agenda

C. Animal Control Report – Moved to Regular Agenda

D. Ordinance Enforcement Report – Moved to Regular Agenda

Motion by Council Member Brandi Brosh to approve August 28, 2019 minutes

Seconded by Mayor Pro Tem Jason Moran

Vote 4-0; Motion carries

7. **Regular Agenda**

Consent Agenda Item B. - Financial Report

Discussion: Mayor Crenshaw expressed the importance to Council about approving the month of July's financial reports

Motion by Mayor Pro Tem Jason Moran that they have received July and August's financial statements

Seconded by Council Member Brandi Brosh

Vote 4-0; Motion Carries

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Consent Agenda Item C. – Animal Control Report

Motion by Mayor Pro Tem Jason Moran to approve Animal Control Report  
Seconded by Council Member Becca McGuire  
Vote 4-0; Motion carries

Consent Agenda Item D. – Ordinance Enforcement Report

Motion by Council Member Brandi Brosh to approve ordinance enforcement report  
Seconded by Mayor Pro Tem Jason Moran  
Vote 4-0; Motion carries

A. Budget Ordinance – 1<sup>st</sup> reading

Motion by Council Member Becca McGuire to approve budget ordinance  
Seconded by Council Member Brandi Brosh  
Vote 4-0; Motion carries

B. Tax Ordinance – 1<sup>st</sup> reading

Motion by Council Member Brandi Brosh to approve tax rate ordinance  
Seconded by Mayor Pro Tem Jason Moran  
Vote 4-0; Motion carries

C. Municipal Judge Appointment & Ordinance Amendment – 1<sup>st</sup> reading

Discussion: Mrs. Carlene “Abby” Bounds introduced herself to the council, and the citizens who were present at the meeting.

Ordinance for municipal pay is incorrect, there was council action in the past to change the pay, but the ordinance was never changed.

Motion by Council Member Brandi Brosh to approve the ordinance as amended to \$150.00 a month

Seconded by Mayor Pro Tem Jason Moran

Vote 4-0; Motion carries

Motion by Council Member Becca McGuire to accept Jackie Walker resignation as Municipal Judge

Seconded by Council Member Brandi Brosh

Vote 4-0; Motion carries

Motion by Mayor Pro Tem Jason Moran to appoint Abby Bounds as new municipal court judge, effective immediately.

Seconded by Council Member Brandi Brosh

Vote 4-0; Motion carries

D. Sanitation Ordinance Amendment 1<sup>st</sup> reading – issues regarding charges

Discussion: Republic Services charges the City for locks on customers garbage containers, but the city does not charge customers. Republic also doesn't give discounts to customers for additional poly cart, but the city does.

Motion by Council Member Becca McGuire to charge customers an additional 13.60 if they have a lock on their dumpster and to change the additional poly cart price to 17.23 to be effective immediately upon publication.

Seconded by Mayor Pro Tem Jason Moran

Vote 4-0; Motion carries

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- E. Citizen's water bill due to high usage

No Discussion: Citizen was absent

- F. Purchasing – FYE 2019, purchasing requests considering last quarter funds

Discussion: Council would still like to put off purchasing tablets to go paperless.

- L. Landfill Post-Closure requirements, options, cost

Discussion: The landfill passed the survey, some of the washed-out dirt needs to be relocated to ensure the two feet of dirt covering for the landfill. The city will also need to plant vegetation at the landfill to finally close it.

Motion by Council Member Becca McGuire to approve cost for the landfill, which includes relocating dirt and planting vegetation.

Seconded by Mayor Pro Tem Jason Moran

Vote 4-0; Motion carries

- G. Personnel Policy Amendments – Payroll Adjustments, change in paydays, phone reimbursement

Discussion: Change payroll to every other Friday so overtime can be calculated correctly. Small payroll adjustment and potentially reimburse employees for cell phone usage.

7:32 PM council exits for a short break to discuss payroll; 7:38 PM council returns from break.

Motion by Council Member Tracy Grantham to change pay periods for city employees to every other Friday. The first pay period would begin on September 29<sup>th</sup> and run to October 12<sup>th</sup>. The first pay day would be Friday, October 18 and it would be every other Friday afterwards.

Seconded by Council Member Becca McGuire

Vote 4-0; Motion carries

Motion by Council Member Brandi Brosh to accept the recommended cell phone reimbursement of \$50.00 per month for each employee, beginning at the new fiscal year.

Seconded by Mayor Pro Tem Jason Moran

Vote 4-0

- H. Auditor Meeting Report & Update – FYE 2017, 2018

Discussion: Council went to meet with the auditor, she didn't have everything she needed to finish, so the City's audit continues to be pushed back. Some items cannot be found that were done during the previous mayor's term. The City can get the audit finished with exceptions if the papers needed are not found.

Council asked the Deputy City Secretary Amanda Mendoza if she would like more training with Asyst.

8:07 Council exits for executive session to discuss CCWSC contract and personnel issues.

9:25 Council returns from executive session

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**I. CCWSC Contract & Meeting**

Motion by Mayor Pro Tem Jason Moran to revise the Coke Count Water Supply Corporation contract to a 10-year contract, allowing them every 2 years to renegotiate the usage part of the contract. They would also like to strike Section 1.C.V. In section IV, they would like to edit the line to say, "Robert Lee will attempt to read the CCWSC meter...". The city will attempt to read the meter every 3<sup>rd</sup> Thursday. They will negotiate with Rural Water. They have a limit of 45,000 gallons per day. If they go over, the charge will be 50% for CCWSC.

Seconded by Council Member Becca McGuire

Vote 4-0; Motion carries

**J. Water Rate & Overage**

Discussed in Executive Session

**K. Personnel Performance Review**

Discussed in Executive Session

**8. Reports**

**A. Mayor**

Informed council of advertisement for the City of Robert Lee that will be in the Football program. Made it clear to council that this advertisement was paid for by an anonymous donor, not with city funds.

**B. City Superintendent**

49 Work orders

6 water leaks

1 fire hydrant fixed

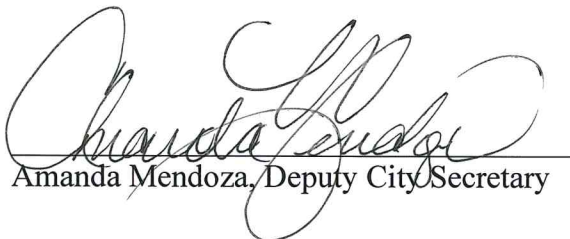
6-inch valve replaced at the cemetery.

**9. Request for Future Agenda items**

None at this time

**10. Adjournment**

Mayor Crenshaw declares the meeting adjourned at 9:33 PM

  
Amanda Mendoza, Deputy City Secretary

  
Allyson Crenshaw, Mayor