

Monday October 19, 2020 6:30 PM Regular Meeting

The City Council of the City of Robert Lee, Texas met in regular session at City Hall at 6:30 p.m.

Present: Council Members: Grace Todacheeny, Jason Moran, Becca McGuire, Brandi Brosh,
Tracy Grantham

Absent: Mayor Allyson Crenshaw

Call to Order, Quorum Determined, Meeting Declared Open at 6:30 PM

Proclamations and Presentations

Prayer Provided by Danny Jasso, followed by pledge

Citizen Comments

Consent Agenda

- A. Minutes - Sept. 14, 2020, Sept. 17, 2020 & October 5, 2020
- B. Minutes - August 10, 2020 - Corrected
- C. Ordinance Enforcement Report
- D. Animal Control Report
- E. Financial Report

Motion by Council Member Tracy Grantham to approve the consent agenda.
Seconded by Council Member Becca McGuire. Vote 5-0. Motion carries

Regular Agenda

- A. FY 18-19 Audit Presentation- Eckert & Company

Discussion: Auditor attended meeting to present audit to Council Members. Same findings as the previous year. Audit findings include: Lack of Segregation of duties. General Ledger did not accurately reflect City finances. Internal controls were not effective. The City was over budget, funds were spent that were not budgeted for. Motion by Council Member Tracy Grantham to accept the audit report as presented. Seconded by Council Member Brandi Brosh. Vote 5-0, motion carries

- B. Personnel Policy

Discussion: Personnel policy was updated to how the city is currently running. Sections that were updated include: On call, Internal Controls was added, how vacation is calculated was changed, uniforms were updated, and payroll was updated. Motion by Council Member Becca McGuire to table item until the next meeting. Seconded by Council Member Grace Todacheeny. Vote 5-0, motion carries

- C. Accounts for Bulk Water Commercial Rate

Discussion: Approve of the listed accounts for the Bulk Water Rate so they will not be included in the tiered system. Accounts have a normally high usage with the nature of their business. Motion by Council Member Tracy Grantham to approve of the accounts listed for the commercial rate as outlined in the ordinance. Seconded by Council Member Brandi Brosh. Vote 5-0, motion carries.

- D. 1323 - Water Conservation Plan - 2nd Reading

Discussion: Water rates in the ordinances were updated to reflect the water ordinance. Motion by Council Member Becca McGuire to accept the 2nd reading of Ordinance 1323 Water Conservation Plan. Seconded by Council Member Grace Todacheeny. Vote 5-0, motion carries

- E. 1329 - Animal Control Ordinance - 1st Reading

Discussion: Ordinance was updated to allow Animal Control Officer to deal with stray cats and baiting of other animals with much more ease. For the second reading, remove the removal fee of trapped animals.

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Motion by Council Member Brandi Brosh to approve of Ordinance 1329 Animal Control Ordinance first reading. Seconded by Council Member Tracy Grantham. Vote 5-0, motion carries

F. 1330 - Budget FY 20-21 Amendment

Discussion: Federal withholdings line item was added to the funds

Motion by Council Member Brandi Brosh to approve of the 1st reading of 1330

Budget amendment. Seconded by Council Member Becca McGuire. Vote 5-0, motion carries

G. Isolated Citizens Assistance Program

No discussion

H. Cares Act Funding- Plan for funds (75% & 25% Categories)

Discussion: For the 75% category, the funds can be used to purchase a Kiosk.

Amanda will get more information regarding the Kiosk for council. The 25% category can be used for a COVID-19 Hardship Grant to help citizen's who have been financial affected by the pandemic.

Motion by Council Member Becca McGuire to table the Kiosk Idea for the 75% category and to approve of the Grants for Individual Hardship Program for the 25% category with the suggested changes. Seconded by Council Member Tracy Grantham. Vote 5-0, motion carries.

I. FMT Assistance - On Hold

Discussion: TCEQ is between contractors who conduct the rate study at this time, so it is on hold until further notice.

J. Rural Water Contract

Discussion: No representatives present, item tabled

K. Robert Lee State Bank- Transition period for closure of Bank Accounts

Discussion: In a previous meeting, council discussed a transition period to move funds from the accounts into the operating account and move automatic payments into the operating account.

Motion by Council Member Tracy Grantham to approve of the suggested transition period of 3 months to get everything moved to the Operating account by February 1st, 2021. Seconded by Council Member Brandi Brosh. Vote 5-0, motion carries

L. Outstanding Balances

Discussion: Accounts with large outstanding balances were presented to council.

Motion by Council Member Becca McGuire to disconnect accounts as scheduled according to the Ordinance 1324. Seconded by Council Member Grace Todacheeny. Vote 5-0, motion carries

Reports

Mayor

Mayor Crenshaw Absent due to family emergency

Secretary

Municipal Court will resume starting on November 10th with the option of in person sessions or via zoom.

Superintendent

54 Work Orders, 4 water leaks (2 of which were considered significant with the water loss in consideration), 3 sewer locates, 1 new service in operation

TCEQ came out to perform an inspection on the Sewer plant. Overall good results, all issues were resolved within the week of inspection.

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City Water Tanks are to be inspected next Month
City Locks and City Hall are scheduled to be rekeyed.

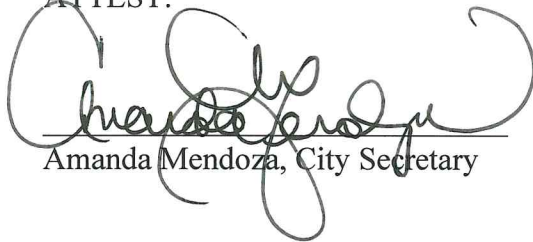
Request for Future Agenda Items

Reconsider Contract with Tank Services

Adjournment

Motion by Council Member Brandi Brosh to adjourn the Regular Council Meeting at 8:10 PM. Seconded by Council Member Tracy Grantham. Vote 5-0, motion carries.

ATTEST:


Amanda Mendoza, City Secretary


Jason Moran, Mayor