

Monday December 14, 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: Mayor Jason Moran, Council Members: Becca McGuire, Tracy Grantham, and Jonathan Torres (via zoom)

Absent: Daniel Jasso

Call to Order, Quorum Determined, Meeting Declared open at 6:52 PM

Proclamations and Presentations (Skipped)

- A. Prayer
- B. Pledge
- C. Recognize the Newly Elected Mayor

Citizen Comments

Consent Agenda

- A. Minutes – November 9, 2020 & November 23, 2020
- B. Ordinance Enforcement Report
- C. Animal Control Report
- D. Financial Report – October and November
- E. Municipal Court Report

Motion by Council Member Becca McGuire to approve the consent agenda.

Seconded by Council Member Jonathan Torres. Vote 3-0, motion carries.

Regular Agenda

- A. EDC A & B 2021 Budget Proposals
Motion by Mayor Pro Tem Tracy Grantham to approve of the proposed budgets for EDC A & EDC B. Seconded by Council Member Becca McGuire. Vote 3-0, motion carries.
- B. Property Bids (3 Properties)
Discussion: Two out of three properties have addresses. Bids were put in for 501 Houston and 821 Houston.
Motion by Mayor Pro Tem Tracy Grantham to accept the proposed bids for Jose Rangel and Manuel Saucedo, and to table the other bid until more information is acquired. Seconded by Council Member Becca McGuire. Vote 3-0, motion carries.
- C. Abandoned Properties
Discussion: EDC would like to start taking down dilapidated buildings within the city of Robert Lee. Mayor Jason Moran mentioned there is a 3rd party that can be contracted to deal with legal issues to help ease the process. Suggested reinstating a committee to determine what properties to clear out. Mayor will speak with previous member Linda Burns to see how the committee was formed.
- D. Safety Program
Discussion: Mayor Jason Moran would like to implement a safety program to ensure employee safety.
- E. Office Services
Discussion: City Hall offers services to the public, but the charges have never been recorded before. Brought to council to reinstate charges or to get rid of them.
Motion by Council Member Becca McGuire to start charging citizens \$0.25 per page copied and \$1.00 per page faxed. Seconded by Council Member Jonathan Torres. Vote 3-0, motion carries.

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F. Meeting Dates

Discussion: Reconsider Meeting dates to allow the office staff pertinent amount of time to finish the council packets and get packets to council earlier so members can review it before meetings.

Motion by Mayor Pro Tem Tracy Grantham to change the Regular City Council Meetings to the 3rd Thursday of the month at 6:30 PM starting in February 2021.

Seconded by Council Member Becca McGuire. Vote 3-0, motion carries.

G. City Hall Schedule 2021

Motion by Mayor Pro Tem Tracy Grantham to accept the proposed City Hall Schedule for 2021. Seconded by Council Member Becca McGuire. Vote 3-0, motion carries.

H. Animal Control Officer Discussion

Discussion: Council discussed the possibilities of having two contractors for ACO or one full time employee under the City Superintendent. Office will contact applicants for the position to get their insight on the matter.

Motion by Mayor Pro Tem Tracy Grantham to table this discussion until the next meeting to get opinions from the current applicants for the position. Seconded by Council Member Becca McGuire. Vote 3-0, motion carries.

I. Personnel - Deputy City Secretary

Council exits to executive session to discuss personnel at 8:29 PM

Council Returns from executive session at 8:40 PM

Motion by Council Member Becca McGuire to change Kiara Burns' title from City Billing Clerk to Deputy City Secretary and increase the hourly wage as previously discussed in executive session. Seconded by Council Member Jonathan Torres. Vote 3-0, motion carries.

J. Access to Safety Deposit Box

Motion by Council Member Becca McGuire to remove access for Jason Moran and Wyatt Hopson from the safe deposit box and give access to Daniel Jasso, Jonathan Torres, Tracy Grantham, and Becca McGuire. Seconded by Mayor Pro Tem Tracy Grantham. Vote 3-0, Motion carries

K. Housing Authority Annual Letter

Motion by Mayor Pro Tem Tracy Grantham to approve of the annual report provided by the Housing Authority to the City of Robert Lee. Seconded by Council Member Becca McGuire. Vote 3-0, motion carries.

L. Disconnection Date

Discussion: Normal Disconnection date will fall on Christmas, the next business day would be December 28th, disconnections would fall on the 29th. Billing clerk will not be in the office until January 4th. Office suggest postponing disconnections until then.

Motion by Council Member Becca McGuire to postpone disconnections to January 4th, 2021. Seconded by Council Member Jonathan Torres. Vote 3-0, motion carries.

M. 1331 Budget Amendment - 1st Reading

N. RO Water System

Discussion: Mark Halfmann presented a power point to council discussing his plan to install a Polar Station on the property located at the corner of Commerce and HWY 208. Should be finished within six to ten weeks.

Motion by Mayor Pro Tem Tracy Grantham to approve the plan presented for the Polar Station. Seconded by Council Member Becca McGuire. Vote 3-0, motion carries.

Reports

Mayor

Secretary

A. TML Insurance Update

TML and Blue Cross/ Blue Shield merged, everything will remain for the new year.

B. Disconnect List and Payment Arrangements

Office Staff presented council with a list of disconnected accounts and current payment arrangements.

Superintendent

43 work orders

Tank Inspections were conducted 12-10-2020. Water tower was cleaned while in service, no customers were disrupted.

Wastewater inspection came back, issues were noted, and water department are working to resolve them.

Contract with Rural water is in the works, will be on a future agenda.

Matthew Arnold has received his new D water license, in the process to get his wastewater license. Should be fully licensed by February.

Tanner Brickey has all hours and requirements to obtain a C license for water and wastewater, just needs to take, and pass the test.

Request for Future Agenda Items

1st Abandoned Property

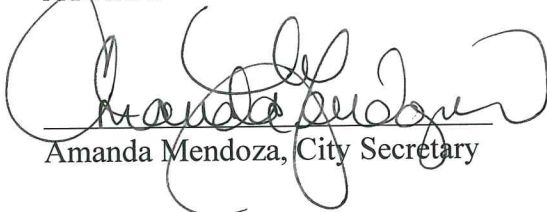
Animal Control Discussion


1st Reading - Resolution 1331 – Meeting Dates

Adjournment

Motion by Mayor Pro Tem Tracy Grantham to adjourn the Regular City Council Meeting at 8:50 PM. Seconded by Council Member Becca McGuire. Vote 3-0, motion carries.

ATTEST


Amanda Mendoza, City Secretary


Jason Moran, Mayor