

Thursday January 19, 2023, Regular Meeting 6:30 PM

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

Present: Mayor Jason Moran Council Members: Mike Stephens, Jonathan Torres, Brantly Robertson, Tracy Grantham, Josh Tennison

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

**Citizen Comments**

**Consent Agenda:**

- A. Minutes - December 15, 2022
- B. Municipal Court Report
- C. Financial Report

Motion by Brantly Robertson to approve the consent agenda. Seconded by Council Member Jonathan Torres. Vote 5-0, motion carries.

**Regular Agenda: Council may discuss and/or act on the following items:**

- A. Property Abatement - Property Owner Dispute - 117 E 2nd Street  
Discussion: Property owner present to dispute the abatement of their property. Property owner claims the appliances and scraps on the property had value and requested for those items to be returned. No documentation was provided to council of the inventory of the appliances. Property Owner was sent an abatement letter in July to the address registered to the property, certified mail slip was returned to the City signed. Once the abatement deadline had passed, it was added to the list of properties to be abated by a 3<sup>rd</sup> party contractor. Motion by Council Member Brantly Robertson to take no further action on the property located at 117 E 2<sup>nd</sup> Street. Seconded by Council Member Jonathan Torres. Vote 5-0, motion carries.
- B. Property Abatement - Property Owner Dispute - 311 W 16th Street  
Discussion: Property owner present to dispute the abatement of their property. They attempted to clean the property and assumed it was complying with the nuisance ordinance without speaking to the City. Property was marked as incomplete and added to the list of properties to be abated by a third-party contractor. Motion by Council Member Brantly Robertson to waive the abatement invoice for the property located at 311 W 16<sup>th</sup> street. Seconded by Council Member Mike Stephens. Vote 5-0, motion carries.
- C. Discuss Property Abatement Invoice - 310 W 8th Street  
Discussion: Property went under contract to sell while the property was in violation of the Nuisance Ordinance. Property was abated by a third-party contractor and the buyer would like to assume the cost of the abatement. Motion by Council Member Josh Tennison to send the abatement invoice to the current property owner and seller. Seconded by Council Member Brantly Robertson. Vote 5-0, motion carries.
- D. City Superintendent Position

Council exits to executive session at 8:11 PM to discuss the City Superintendent Position in.

Council Returns from executive session at 8:41 PM.

Motion by Mayor Pro Tem Tracy Grantham to accept Kimble Middleton's application and hire as the new City Superintendent. Seconded by Council Member Josh Tennison. Vote 5-0, motion carries.

- E. 2-23 Resolution - Discuss, consider, and select administration/project delivery service provider(s) to complete application and project implementation for the City of Brantly Robert Lee's 2023-2024 Texas Community Development Block Grant funded and administered through the Texas Department of Agriculture.

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Motion by Mayor Pro Tem Tracy Grantham to award GrantWorks as the administration/project delivery service provider to complete application and project implementation for the City of Brantly Robert Lee's 2023-2024 Texas Community Development Block Grant funded and administered through the Texas Department of Agriculture. Seconded by Council Member Mike Stephens. Vote 5-0, motion carries.

- F. 3-23 Resolution - Discuss, consider, and select engineering/architectural/surveying service provider(s) to complete project implementation for the City of Brantly Robert Lee's 2023-2024 Texas Community Development Block Grant funding administered by the Texas Department of Agriculture.

Motion by Council Member Mike Stephens to award West Texas Consultants, INC as the engineering/architectural/surveying service provider to complete project implementation for the City of Brantly Robert Lee's 2023-2024 Texas Community Development Block Grant funding administered by the Texas Department of Agriculture. Seconded by Council Member Brantly Robertson. Vote 5-0, motion carries.

- G. 1-23 - Resolution - Ordering 2023 General Election

Motion by Mayor Pro Tem Tracy Grantham to order the 2023 General Election for the four alderman positions for two-year terms. Seconded by Council Member Jonathan Torres. Vote 5-0, motion carries.

- H. 4-23 Resolution - Defeasance and redemption of certain of the city's outstanding bonds and other related matters with the Texas Water Development Board.

Motion by Council Member Brantly Robertson to approve of the resolution authorizing defeasance and redemption of certain of the city's outstanding bonds and other related matters with the Texas Water Development Board.

- I. Street Sign Project

Motion by Council Member Brantly Robertson to transfer funds into the 2022-2023 budget for contributed capital to be used for the Street Sign Project. Seconded by Council Member Josh Tennison. Vote 5-0, motion carries.

- J. Curbside Bulk Pickup - April 29, 2023 & October 28, 2023

Motion by Council Member Mike Stephens to allow the City to schedule bulk curbside pickup for April 29, 2023, and October 28, 2023. Seconded by Mayor Pro Tem Tracy Grantham. Vote 5-0, motion carries.

- K. Consider hiring a Financial Consultant (CPA)

Motion by Council Member Mike Stephens to publish in the paper that the city is seeking a Financial Advisor, CPA. Seconded by Council Member Brantly Robertson. Vote 5-0, motion carries.

## Reports

**Mayor** – Part Time ACO Daniel Jasso has been hired and started hands on training.

**Secretary** – Code Enforcement Officer position has been filled by Martha Grimes, and she is scheduled to start January 23, 2023. Audit is scheduled for February 6-8 2023 and will be presented on the February meeting. EDC will begin demolition projects on zero and 6<sup>th</sup> street.

**Operators** – 41 Work orders complete, 11 sanitation work orders, 15 disconnects in December, 4 minor leaks repaired, 1 major leak, 1 sewer stop cleared, 2 line locates, and 2 properties have been abated by the Public Works Department. Next projects in line are road repairs to Austin Street and Houston as well as complete more property abatement.

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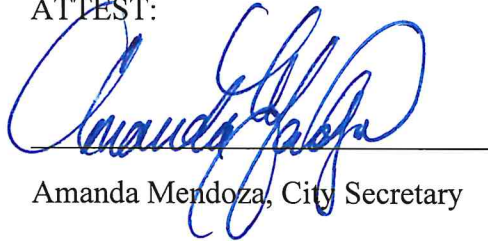
**Request for Future Agenda Items**

Discuss the purchase of a vehicle for the water department.

**Adjournment**

Motion by Council Member Mike Stephens to adjourn the Regular City Council Meeting at 8:53 PM. Seconded by Mayor Pro Tem Tracy Grantham. Vote 5-0, motion carries.

ATTEST:



Amanda Mendoza, City Secretary



Jason Moran, Mayor