

Thursday February 16, 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: Brantly Robertson, Tracy Grantham, Josh Tennison

Absent: Mike Stephens, Jonathan Torres

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

Citizen Comments

Daniel Jasso expressed his concern for the volume of abandoned and unused tires around the City. He has done independent research regarding the price and hauling method of a tire drive. He would like for the council to consider this project in the future.

Consent Agenda:

- A. Minutes - January 19, 2023
- B. Municipal Court Report
- C. Financial Report

Motion by Council Member Josh Tennison to approve the Consent Agenda. Seconded by Mayor Pro Tem Tracy Grantham. Vote 3-0, motion carries.

Regular Agenda

- A. 2022 Annual Audit
Item tabled until next meeting when the audit is finished.
- B. Consider hiring a Financial Consultant (CPA)
Discussion: Two applicants applied for the contracted position. The City Secretary would like to hire a CPA to aid in financials. They would be available to look over monthly financials and be available for assistance if any questions or concerns arise before the annual audit.
Motion by Council Member Brantly Robertson to accept Everett Bedford's application for the City of Robert Lee CPA. Seconded by Council Member Josh Tennison. Vote 3-0, motion carries.
- C. Consider Purchasing a New Vehicle for Public Works Department
Discussion Only: Superintendent and Mayor would like to purchase a new vehicle and backhoe for the public works department. Two out of the four vehicles the city has currently do not have the power to haul the necessary equipment the city needs for their daily tasks and emergency repairs to the system. Mayor would like to apply for a USDA grant that will allow the City to purchase a vehicle and/or backhoe and get reimbursed for 75% of the cost. The application for this grant will be presented at the next meeting.
- D. Resolution 1-23 Ordering General Election Year 2023 Correction
Discussion: The extended hours on the election schedule are no longer required, hours were amended to regular business hours.
Motion by Mayor Pro Tem Tracy Grantham to approve of the corrected Resolution 1-23 ordering the general election. Seconded by Council Member Josh Tennison. Vote 3-0, motion carries.
- E. EDC Type B- This N' That Shop (Roof Repair) 711 Austin Street
Motion by Mayor Pro Tem Tracy Grantham to approve of EDC Type B grant for 711 Austin Street Roof Repairs. Seconded by Council Member Josh Tennison. Vote 3-0, motion carries.
- F. EDC Type B Grant- This N' That Shop (Roof Repair) 717 Austin Street

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Motion by Council Member Josh Tennison to approve of EDC Type B grant for 717 Austin Street Roof Repairs. Seconded by Council Member Brantly Robertson. Vote 3-0, motion carries.

G. EDC Type B Grant- The Watering Hole (Fence Installation)

Motion by Mayor Pro Tem Tracy Grantham to approve of EDC Type B grant for The Watering Hole Fence Installation. Seconded by Council Member Brantly Robertson. Vote 3-0, motion carries.

H. EDC Type B Grant- Mountain Creek Golf Course (Upgrades)

Motion by Council Member Josh Tennison to approve of EDC Type B grant for Mountain Creek Golf Course upgrades. Seconded by Mayor Pro Tem Tracy Grantham. Vote 3-0, motion carries.

I. EDC type B Demo Project- 318 E. 1st Street Expenses

Motion by Mayor Pro Tem Tracy Grantham to approve EDC Type B reimbursement for 318 E 1st Street demo expenses. Seconded by Council Member Josh Tennison. Vote 3-0, motion carries.

J. Personnel Policy Amendments

Discussion: The following changes to the Personnel Policy were presented to City Council for approval: Remove ACO and CEO as contracted positions and change them to employees where the department heads will hire and fire, change the on-call policy to a minimum of one hour of comp time or overtime if the employee returns to the field, Define uniforms provided as shirts and they will be provided to employees on time of employment, increase the Public Works department uniforms for purchase of pants and books worn out from the job, update the sick time and vacation time accumulation with the of the pay period, add incentives for ACO and CEO certifications, update the per diem amounts for mileage and meals with the US general services administration, change internal controls for mail logs to either office staff as well as change bank deposits to as needed instead of daily, all financials including bank statements and receipts will be provided every regular meeting for Council review

Motion by Council Member Brantly Robertson to approve all the Personnel Policy amendments presented. Seconded by Council Member Josh Tennison. Vote 3-0, motion carries.

K. Quotes for a New AC/Heating Unit for Public Works Office

Discussion: AC/Heating units in the Public Works office malfunctioned and needs to be repaired. Quotes for repair provided by Clawson Mechanical Services.

Motion by Council Member Brantly Robertson to approve of the presented quote and allow Clawson Mechanical Services to repair the units. Seconded by Council Member Josh Tennison. Vote 3-0, motion carries.

L. TML Health Benefits Pool's Contribution Policy

Discussion: TML Health Benefits will be changing their waiting period for benefits for employees. Currently, the City has a 90-day waiting period before benefits will go into effect for employees. The 90-day waiting period is no longer available, the options are a 30-day or 60 day waiting period.

Motion by Council Member Josh Tennison to implement a benefit waiting period so benefits become effective on the first day of the month following 60 days after a new employee's start date. Seconded by Council Member Brantly Robertson. Vote 3-0, motion carries.

M. Abatement Dispute- 624 Commerce Street

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Discussion: The property owner refuses to pay the cost of the abatement. They claim they spoke to someone at the City, and they promised to call them back. No one in the office had spoken to this property owner prior to the invoice being sent, previous code enforcement might have spoken to them, but no notes were made in the file. The Property owner has requested that the abatement invoice be waived, and if the request is denied, the property owner will let the City foreclose on the property.

Motion by Council Member Brantly Robertson to deny the request for waiving the abatement invoice for the property located at 624 Commerce Street. Seconded by Mayor Pro Tem Tracy Grantham. Vote 3-0, motion carries.

N. Nuisance Ordinance Discussion

Discussion: Mayor would like to discuss the process of abatements as laid out in the ordinance and make the process more concise. The nuisance ordinance will be added to the next meeting for the first reading.

Reports

Mayor – Engineers came to visit and discuss plans for projects to be accomplished with the Community Development Grant. Mayor and Superintendent would like to address road repairs and drainage issues with this grant, focusing on the streets in the southern part of town.

Secretary – Annual EDC and City Council Meeting will be held on Thursday, February 23, 2023, at 6:00 PM. 2 code enforcement calls, one for loud noises and a dog at large were both resolved by CEO Martha Grimes. 10 follow-ups were performed for property abatements, 10 extensions were granted, 2 invoices were issued and no violations were written. Street signs have been ordered and should be delivered in 3-4 weeks.

Superintendent – 40 work orders completed, 11 poly carts replaced, delivered, or removed, 21 disconnects performed in January, 2 major leaks repaired, 1 sewer stop cleared, and one illegal dumping reported in the recycling containers located at 722 Houston. The next projects for the Public Works Department will be road repairs on Austin street and Houston, as well as addressing drainage issues.

Request for Future Agenda Items

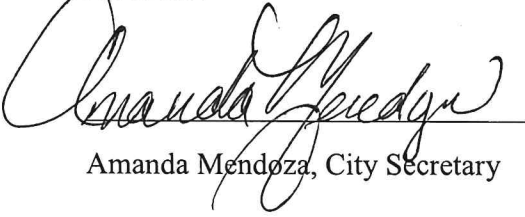
2022 Annual Audit
USDA Application
Nuisance Ordinance

Adjournment

Motion by Mayor Pro Tem Tracy Grantham to adjourn the Regular City Council meeting at 8:04 PM. Seconded by Council Member Josh Tennison. Vote 3-0, motion carries.

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ATTEST:



Amanda Mendoza, City Secretary



Jason Moran, Mayor