

Thursday, December 14, 2023, Special 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: Josh Tennison, Mike Stephens, Jonathan Torres, Brantly Robertson,

Absent: Council Member Tracy Grantham

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

Proclamations and Presentations

Consent Agenda

- A. Minutes - November 16, 2023
- B. Municipal Court Report
- C. Code Enforcement Report
- D. Financial Report

Motion by Council Member Josh Tennison to approve the Consent Agenda. Seconded by Council Member Brantly Robertson. Vote 4-0, motion carried.

Regular Agenda

- A. Council Member Resignation

Motion by Council Member Jonathan Torres to accept the Resignation letter of Council Member Tracy Grantham. Seconded by Council Member Josh Tennison. Vote 4-0, motion carried.

- B. Appointment of Vacant Seat

Motion by Council Member Jonathan Torres to appoint Steven Arens to the vacant seat of Alderman. Seconded by Council Member Mike Stephens. Vote 4-0, motion carried.

- C. Oath of Office- Appointed Council Member

City Council temporarily exited regular session to perform the Oath of Office for new Council Member Steven Arens.

- D. Appoint Mayor Pro-Tem

Motion by Council Member Josh Tennison to appoint Council Member Mike Stephens as Mayor Pro Tem. Seconded by Council Member Jonathan Torres. Vote 5-0, motion carried.

- E. Health Benefit Plans- Year 2024

Discussion: City Employees proposed three different plans for the council to consider to provide through BCBS. The employees proposed the Platinum PPO plan, a HMO plan, and a HSA plan.

Motion by Mayor Pro Tem Mike Stephens to approve the three plans as they were presented. Seconded by Council Member Jonathan Torres. Vote 5-0, motion carried.

Motion by Brantly Robertson to allow employees to utilize the Cafeteria plan so long as the price does not exceed more than the premium insurance amount. Seconded by Mayor Pro Tem Mike Stephens. Vote 5-0, motion carried.

- F. City Property 923 Commerce Street- Food Truck

Discussion: A food Truck has been utilizing the parking lot in front of the Volunteer Fire Department without explicit permission from the property owner. Citizens have been concerned with this truck on the property since the truck uses the electricity at the Fire Department, which is paid for by the City. The owners of the truck were present to ask for permission to utilize the property since the property is owned by the city. The council is worried that if they allow the food truck to stay, it might set a precedent for other vendors wishing to utilize the location.

Motion by Council Member Brantly Robertson to deny the application allowing the vendor to use the property for their business. Seconded by Council Member Jonathan Torres. Vote 5-0, motion carried.

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- G. Resolution 35-23 Appraisal District 2024-2025 Board Ballot
Motion by Council Member Jonathan Torres to distribute the 71 city votes as follows:
Joshua Tennison: 35
Michael Stephens: 36
Cole Bosworth: 0
Erin Oleksiuk: 0
Donald Robertson: 0
Ryan Webb: 0
Paul Williams: 0
Seconded by Council Member Brantly Robertson. Vote 5-0, motion carried.
- H. Resolution 36-23 Parental Leave Policy
Discussion: Changes were made to exclude part-time employees from paid benefits.
Motion by Council Member Jonathan Torres to approve of Resolution 36-23, Parental Leave Policy. Seconded by Council Member Josh Tennison. Vote 5-0, motion carried.
- I. Ordinance 37-23 Landfill Road Rename
Discussion: The Landfill Road name was changed to Red Canyon Road in 2018, two readings passed for the ordinance but the ordinance itself was never signed so the name was never properly changed. The same ordinance was presented to the council to be reapproved.
Motion by Council Member Josh Tennison to approve the first reading of Ordinance 37-23, Landfill Road Rename. Seconded by Mayor Pro Tem Mike Stephens. Vote 5-0, motion carried.
- J. Ordinance 38-23 2nd Budget Amendment 2023-2024
Motion by Mayor Pro Tem Mike Stephens to approve the 2nd reading of Ordinance 38-23 Budget Amendment. Seconded by Council Member Josh Tennison.
- K. Misprint on City Utility Bills- Error on Due Date
Discussion: The due date on the bills was marked due on the 25th, rather than the late fees being applied on the 15th.
Motion by Council Member Brantly Robertson to waive all late fees for November.
Seconded by Mayor Pro Tem Mike Stephens. Vote 5-0, motion carried.
- L. Update Authorized Account Signers
Motion by Council Member Steven Arens to remove Tracy Grantham as a signer on the following accounts since they are no longer eligible to sign and to add one new Council Member Steven Arens as a signer with the current signers: Jonathan Torres, Josh Tennison, Mike Stephens, and Brantly Robertson. Seconded by Council Member Jonathan Torres. Vote 5-0, motion carried.
Accounts:
Operating – 0046744 - Remove Tracy Grantham from bank accounts. Add Council Member Steven Arens to current signers: Jonathan Torres, Josh Tennison, Mike Stephens, and Brantly Robertson.
Visa – 0046728 - Remove Tracy Grantham from bank accounts. Add Council Member Steven Arens to current signers: Jonathan Torres, Josh Tennison, Mike Stephens, and Brantly Robertson.
Capital Improvement – 6018165 - Remove Tracy Grantham from bank accounts. Add Council Member Steven Arens to current signers: Jonathan Torres, Josh Tennison, Mike Stephens, and Brantly Robertson.
- M. Tax Deed R820- Closed Property Bid

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Motion by Council Member Josh Tennison to approve the Tax deed for property R820 in the amount of \$2,600. Seconded by Council Member Steven Arens. Vote 5-0, motion carried.

N. EDC-B Business Grant- Kuntry Boyz Kustomz

Motion by Council Member Jonathan Torres to approve of the EDC grant for Kuntry Boyz Kustomz. Seconded by Mayor Pro Tem Mike Stephens. Vote 5-0, motion carried.

O. Remaining Street Signs

Discussion: Only 48 signs were able to sell in the bidding process the City Hosted. The item has been brought back to the council to determine where the remaining signs will go.

Motion by Council Member Jonathan Torres to scrap the remaining signs and split the profit between the EMS and VFD. Seconded by Council Member Steven Arens. Vote 5-0, motion carried.

P. Water Line Proposal

Discussion: A property owner outside of City Limits on Red Canyon Road would like to get City Utilities, but to do so, the city will have to run up to a mile of a new line for one customer.

Motion by Council Member Jonathan Torres to table this item until more information can be gathered. Seconded by Council Member Steven Arens. Vote 5-0, motion carried.

Reports

Mayor

Secretary – City Hall Renovations are 80% complete at this time, the animal facility has started the process to be certified for euthanasia, on December 20th there will be an environmental assessment on 3rd Street for the TXCDBG Grant, a plan for a proposed retail building has been submitted to the City for the construction of a Dollar General on the corner of 10th and Austin.

Superintendent – 27 Work orders completed, 3 poly cart work orders, 8 disconnections, 2 minor leaks repaired, 0 major leaks, 1 line located, 1 data log collected. The next major projects include road repairs, stormwater drainage, shredding abatement lots, and winterizing equipment.

Report of Future Agenda Items

Adjournment

Motion by Mayor Pro Tem Mike Stephens to adjourn the Special City Council meeting at 8:13 PM. Seconded by Council Member Jonathan Torres. Vote 5-0, motion carried.

ATTEST:



Amanda Mendoza, City Secretary


Jason Moran, Mayor