

Interim City Manager
Shirley Holm

Interim City Secretary
D'Ann Lane

Interim City Attorney
Epi Ysassi

City of George West



Mayor
Andrew J. Garza

Mayor Pro-Tem
Jearl Rannefeld

Council
Kitley Wasicek
Patricia Clifton
Rindle Wilson

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REGULAR SESSION CITY COUNCIL MEETING MINUTES- March 21, 2019

- I. The City Council met in Regular Session with Mayor Andrew Garza, calling the meeting to order at 6:30 p.m.
- II. Roll call by Interim City Secretary D'Ann Lane

Council Present: Mayor Andrew Garza, Council Members Kitley Wasicek, Patricia Clifton, Jearl Rannefeld, and Rindle Wilson

Council Absent: None

Staff Present: D'Ann Lane, Shirley Holm, J.R. Higgins, Haley Maywald, Pedro Pena, Rudy Galindo, Rey Gutierrez, and Chief David Perkins

Attorney Present: Epi Ysassi

Guest Present: See Sign-In Sheet
- III. Council Member Rindle Wilson gave the invocation.
- IV. Interim City Secretary D'Ann Lane, led the Pledge of Allegiance to the United States flag.
- V. Interim City Secretary D'Ann Lane, led the Pledge of Allegiance to the Texas flag.
- VI. Public Comments
Public Comments were made by Mrs. Sandra Amoles. Mrs. Amoles, thanked Mr. Higgins and Mrs. Holm for fixing the streets. She voiced her concern on naming the splash pad after Dickie Person. She does not believe he was in the position long enough to have something named after him at this moment. She would like it to be named after Sylvia Steele. Mrs. Amoles, also said the employees of Public Works and the Police Department should get a raise.

VII. Announcements and Correspondence

Market Days is April 13.

Band Boosters will have a fundraiser on April 13.

All the donations we have received for the Animal Shelter.

The Auction will be May 11th

Bobby Joe Stewart has agreed to take the full-time job as Emergency Management Coordinator for Live Oak County. Judge Huff, will put it on the agenda for March 29th for Commissioners Court to make the final decision.

CONSENT AGENDA:

1. **Consideration and Action** to approve the following minutes:
 - a.) Regular Session City Council Meeting – 2-21-2019
2. **Consideration and Action** to change the time of the April City Council Regular Session Meeting to 6:30 p.m.

Mayor Garza, asked if anyone wished to pull anything from the consent agenda. Patricia Clifton, wanted to pull item #1. Kitley Wasicek, wanted to pull item #2. Consent agenda canceled.

Move on to agenda item #1. Move as read by Kitley Wasicek, seconded by Jearl Rannefeld. Open for discussion. Patricia Clifton, stated that on the fourth page the minutes read (sisk auction company) and all the letters in the name of the company should be capitalized. She also talked about #8 she wants it to read “and to update the council on the qualifications of a legal voter.” Mayor Garza, entertained a motion to amend agenda item #1 by adding at the end of minutes as corrected. Move as read by Rindle Wilson, seconded by Patricia Clifton. Call for a vote. All in favor. Amendment carried.

Amended agenda item #1

Consideration and Action to approve the following minutes as corrected.

Mayor Garza, called for a vote. All in favor. Motion carried.

Moving on to agenda item #2. Move as read by Kitley Wasicek, seconded by Patricia Clifton. Open for discussion. Mrs. Wasicek, has a late meeting and will not make it back for a 6:30 meeting. Mayor Garza, called for a vote. All opposed. The April City Council meeting will be at 7:00 p.m.

PRESENTATIONS:

3. Presentation by LNV

Grady Atkinson, says we are making progress with the Waste Water Treatment Plant. Headworks improvement project, it was approved to move forward with Donald Hubert Construction, in the amount of \$124,985.00 to add an automatic bar screen at the Waste

Water Treatment Plant. That project was officially kicked off, the equipment will take about 8 weeks, after that it should take a week to install. The project should take 9 weeks, but in the contract they have 120 days to get it completed.

The second project is the Waste Water Improvements Project, they are finishing up design and it should be completed by April 12, 2019. After the design is completed they will be moving forward with TXDOT and TCEQ review process before they can start bidding it out. Grady, thinks they will be able to start the bid process in May 2019. They will be replacing 5 segments of wastewater line, each segment is about 500 feet. We received a \$300,000.00 grant for this project, we will have to put up \$30,000.00.

At the last meeting the council agreed to move forward with a Supplemental Environmental Project. The information was sent to TCEQ with their decision and it is currently still under review. If TCEQ, agrees to the SEP project Grady, suggests we use the current Headwork Project to offset \$31,875.00 instead of paying the penalty. TCEQ, says it may take up to 60 days before a final decision is made.

Grady, also gave an overview of agenda item #14. This is a proposed agreed order with the Water System, the violation in this case was operational issues. They are working with TCEQ to see if the city could do another SEP project to offset the penalty of \$2,480.00. Mr. Higgins is proposing to install 5 sampling sites which will help public works employees get their samples easier. Grady, says these sites will cost around \$2,500.00, if TCEQ agrees the \$2,480.00 penalty could be applied to this project. At the last meeting Mr. Higgins, presented deficiencies in the city's water system. One of the items Mr. Higgins, brought to the council was the city's outdated SCADA system. The SCADA system controls the whole water system. The city does have a SCADA system installed currently; it was installed in the 90's approximately. That system is now obsolete, the city can't find anyone who can work on it due to it being so outdated. The proposal from the last meeting for the system was going to cost around \$90,000.00 for Mercer Controls. Due to it being over the \$50,000.00 LNV was directed to make sure the city is protected. LNV, does not have the engineers needed for this project so they would have to contract it out. They met with Mr. Mercer, from Mercer Controls and talked through where he came up with this proposal. LNV, utilizes Bath Engineering out of Corpus Christi. Due to the complexity of the system it allows the city to move forward with control systems, if they choose to do so as the first option. The second option is to actually produce an engineering document, going out for bids, advertising it and having a competitive bid for the work at hand. Also, you would have the contract document that protects the city throughout the construction process. Moving forward with the second option will add costs to the total project due to the fact that it involves engineers. Grady, does not have the total but it should be around \$15,000.00-\$25,000.00. The city has a general engineering contract with LNV, and because of that contract it would cost \$2,500.00 to get Bath Engineering out here to do a site visit and evaluate the current system. If Bath Engineering comes out to do a site visit they will be able to provide options at the next council meeting. LNV, has worked with Mercer Controls, before and they are a very reputable company, but if you leave things vague, that leaves room for change orders. The council discussed the legal alternative to see if they could better

interpret what it meant. Mr. Ysassi, is going to look up the section and get back with the council on how he interprets it. The council will have a special meeting after Bath Engineering, comes out to do their inspection. Mayor Garza, would like to do things the right way to make sure we are not in the same situation 10 years from now. The council directed the Interim City Manager Shirley Holm, to have Bath Engineering do a site visit.

BUSINESS:

4. **Consideration and Action** to approve April 13, 2019 from 8:00 a.m.-1:00 p.m. as Community Clean Up day in conjunction with Unify to Beautify for the city of George West.

Move as read by Kitley Wasicek, seconded by Patricia Clifton. Open for discussion. Shirley Holm, let the council know that we have three of the big dumping containers reserved for the cleanup. The Band Booster event does not start until 11:00 a.m. so it will not interfere with the cleanup day. Mayor Garza, called for a vote. All in favor. Motion carried.

5. **Consideration and Action** to approve April 6, 2019 from 10:00 a.m. – 1:00 p.m. as volunteer day for the City of George West Animal Shelter.

Move as read by Kitley Wasicek, seconded by Patricia Clifton. Open for discussion. Haley Maywald, gave an update on what they would like to have done at the shelter on this volunteer day. They would like to make the shelter look more appealing by painting, and planting flowers. Everything that will be done on this day has been donated to the shelter. Mayor Garza, called for a vote. All in favor. Motion carried.

6. **Consideration and Action** to appoint Epi Ysassi, as the City of George West Attorney in the amount of \$1,400 per month.

Move as read by Kitley Wasicek, seconded by Jearl Rannefeld. Open for discussion. Mr. Ysassi, thanked the council for having confidence in him. Mayor Garza, called for a vote. All in favor. Motion Carried.

Mr. Ysassi, was sworn in by Mayor Garza.

7. **Consideration and Action** to approve the Mayor's reappointments and ratification of reappointments for the Building Standards Board as described in the attached document identified as attachment BSB-2019-001.

Move as read by Kitley Wasicek, seconded by Patricia Clifton. Open for discussion. Mayor Garza, updated the council on how long the people should've been appointed to the Building Standards Board. Mayor Garza, called for a vote. All in favor. Motion carried.

- 8. Consideration and Action** to select two alternate board members for the George West Building Standards Board.

Move as read by Kitley Wasicek, seconded by Jearl Rannefeld. Open for discussion. Mayor Garza, said he has talked to Mrs. Sandra Amoles, and she has agreed to serve as an alternate board member. Mr. John Walker, also agreed to be an alternate.

Mayor Garza, entertained a motion to amend agenda item #8 by striking the word two, and inserting after select Sandra Amoles and John Walker as...Move as read by Rindle Wilson, seconded by Jearl Rannefeld. Open for discussion on amending. Mayor Garza, called for a vote. All in favor. Amendment carried.

Amended agenda item #8

Consideration and Action to select Sandra Amoles and John Walker as alternate board members for the George West Building Standards Board.

Mayor Garza, called for a vote. All in favor. Motion carried.

- 9. Consideration and Action** to dedicate the Splash Pad at the George West City Park in memory of Dickie Person.

Move as read by Kitley Wasicek, seconded by Patricia Clifton. Open for discussion. Kitley Wasicek, said she would have a hard time deciding who she would choose to dedicate something like this to. Jearl Rannefeld, thinks it should be dedicated to Dickie Person, because he did a lot for the kids. Jearl Rannefeld, also mentioned putting benches out there for both Mayor Steele, and Mayor Person. Mayor Garza, decided to postpone this agenda item. By the next council meeting get prices on what it would cost to put in two permanent benches or stepping stones. Mayor Garza, entertained a motion to postpone agenda item #9. Move as read by Jearl Rannefeld, seconded by Patricia Clifton. Mayor Garza, entertained a motion for no action on agenda item #9. Move as read by Rindle Wilson, seconded by Patricia Clifton. Mayor Garza, called for a vote. All in favor. Motion carried.

- 10. Consideration and Action** to adopt Resolution No. 2019-01, Canceling the Regular City Officer's Election Scheduled to be held on the 4th day of May, 2019, in Accordance with Section 2.053(a) of the Texas Election Code; Directing the Giving of Notice of Such Cancellation of Election; and Providing Details relating to the Cancellation of Such Election.

Aprobar la Resolución Nro. 2019-01, Cancelando la Elección Regular de Funcionarios Municipales programada para celebrarse el día 4 de mayo de 2019 de acuerdo con la Sección 2.053(a) del Código Electoral de Texas; instruyendo que se de aviso de tal cancelación de elección; y proveyendo detalles relativos a la cancelación de tal elección.

Move as read by Kitley Wasicek, seconded by Patricia Clifton. Open for discussion. Mayor Garza, called for a vote. All in favor. Motion carried.

11. Discussion on a Market Analysis for the employee pay scale for the City of George West.

Mayor Garza, entertained a motion to suspend the rules. Move as read by Kitley Wasicek, seconded by Patricia Clifton. Open for discussion. Mayor Garza, called for a vote. All in favor. Rules were suspended.

Shirley Holm, informed the council that in the past there is not clear indication on what a person should be paid. There is no structure on how employees get paid. Shirley Holm, provided them with a table that was made by Mr. Higgins, with examples of what employees should be paid. This Salary Table shows the job titles by family with the minimum, midpoint, and maximum salary range for annual and hourly rate. In the packet there is also an employee evaluation form to justify when employees get raises. There is also an incentive chart for people that get their certifications. Mayor Garza, said before we look at the first table we need to do a market adjustment with our market. The council went through and looked at the current pay of city employees. Our current market for new administrative assistants is \$15.00 per hour. The council agreed that if any current employees in that area are not making \$15.00 per hour their pay should be increased to the current market value of \$15.00 per hour. Mr. Higgins, explained to the council how he has been justifying the pay for his employees. Shirley Holm, was directed to increase the pay of the assistants in the main office to a starting pay of \$15.00 per hour. Chief David Perkins, is having a difficult time bringing in new officers on what the city's current starting pay is for officers. Chief Perkins, explained to the council why he thinks the Police Department needs a starting pay of \$20.00 per hour. The council plans to have a special meeting to address the issues on employee pay in further detail.

12. Consideration and Action to adopt a proclamation declaring April 2019, as Fair Housing month in the City of George West.

Move as read by Patricia Clifton, seconded by Jearl Rannefeld. Open for discussion. Mayor Garza, called for a vote. All in favor. Motion carried.

13. Consideration and Action to add the doublewide trailer to the list of auction items with a minimum bid of \$38,000 for the upcoming auction.

Move as read by Kitley Wasicek, seconded by Jearl Rannefeld. Open for discussion. Shirley Holm, informed the council that she has been getting phone calls of people that are interested in the doublewide. There needs to be a deadline on when it can be bought before the auction. Once the auctioneer has it on his list we cannot take it off. The council agreed to give it another week to sell on its own. Mr. Higgins, would like to be able to keep the doublewide for the animal shelter. The people that work at the shelter do not have access to a restroom without the doublewide. The council discussed

possibly using funds from sale to build a permanent building for Animal Control.

Mayor Garza, entertained a motion to amend agenda item #13 by after the words auction items to insert April 1st at 5:00 p.m. Move as read Rindle Wilson, seconded by Kitley Wasicek. Mayor Garza, called for a vote. All in favor. Amendment carried.

Amended agenda item #13

Consideration and Action to add the doublewide trailer to the list of auction items April 1, 2019 at 5:00 p.m. with a minimum bid of \$38,000 for the upcoming auction.

Mayor Garza, called for a vote. All in favor. Motion carried.

- 14. Consideration and Action** to approve the TCEQ Proposed Agreed Order for the Public Water Supply Id No. 1490001 (RN103778528) as described in Docket No. 2018-1733-PWS-E Enforcement Case No. 57060 with an administrative penalty of \$3,099.00.

Move as read by Patricia Clifton, seconded by Jearl Rannefeld. Open for discussion. Shirley Holm, reminded the council that if they wanted to proceed with the SEP they would not approve to pay the administrative penalty. Mayor Garza, called for a vote. All opposed. Motion failed.

- 15. Consideration and Action** to select a "Supplemental Environmental Project" (SEP) compliance option to offset the portion of TCEQ agreed order as described in the aforementioned agenda item.

Move as read by Patricia Clifton, seconded by Kitley Wasicek. Shirley Holm, showed the council a picture of the sites that Mr. Higgins, has built to make it easier to take water samples. Mr. Higgins, explained to the council how it worked. Mayor Garza, entertained a motion to amend agenda item #15 by after the word select insert option #3 as.... Move as read by Rindle Wilson, Seconded by Patricia Clifton. Mayor Garza, called for a vote. All in favor. Amendment carried.

Amended agenda item #15

Consideration and Action to select option #3 as a "Supplemental Environmental Project" (SEP) compliance option to offset the portion of TCEQ agreed order as described in the aforementioned agenda item.

Mayor Garza, called for a vote. All in favor. Motion carried.

Mayor Garza, entertained a motion to reinstate the rules. Move as read by Kitley Wasicek, seconded by Patricia Clifton. Mayor Garza, called for a vote. All in favor. Rules have been reinstated. Move back to agenda item #11.

- 16. Consideration and Action** to approve Accounts Payable for February 2019.

Move as read by Rindle Wilson, seconded by Patricia Clifton. Open for discussion.

Mayor Garza, called for a vote. All in favor. Motion carried.

BRIEFINGS:

17. Interim City Manager's Report:

- a) Revenue and Expense Report for February 2019- Shirley Holm, gave her report which included that the city's expenditures are below budget for FY 2019 by 4%.
- b) City and Project Updates- Shirley Holm, gave her updates to include a successful Building Standards Board meeting on March 13, 2019, Code Enforcement/Deputy Municipal Court Clerk Positions posted at TML and Progress, financial audit FY 2017-2018 will be presented in April 2019, website progress, SplashPad and Pool updates, and Grant progress.

18. Questions or Briefings at the City Council's Request:

- a) Code Enforcement
- b) Public Works
- c) Police Chief Report
- d) Animal Control- Haley Maywald, gave a briefing on Animal Control. George Bray and Leigh Ann Webb, have done so much to improve the shelter.

19. Consideration and Action to convene into EXECUTIVE SESSION. In accordance with Section 551.071 of the Texas Government Code (Consultation with Attorney), and Section 551.074 (Personnel matters) the City Council may go into executive session to discuss the following:

- a) Personnel matters.
- b) Consultation with attorney for potential litigation against the City.

Mayor Garza, entertained a motion to enter executive session. Move as read by Kitley Wasicek, seconded by Patricia Clifton. Council entered executive session at 9:13 p.m.

20. Reconvene in Open Session

Mayor Garza entertained a motion to reconvene. Move as read by Kitley Wasicek, seconded by Patricia Clifton. Council reconvened at 9:56 p.m.

21. Adjournment.

Mayor Garza entertained a motion to adjourn. Move as read by Rindle Wilson, seconded by Patricia Clifton. All in favor. Council meeting was adjourned at 9:56 p.m.

ATTEST:



D'Ann Lane, Interim City Secretary

SIGNED:




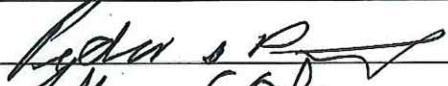
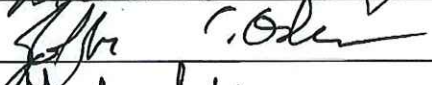
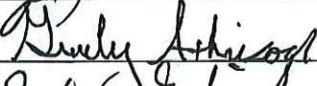
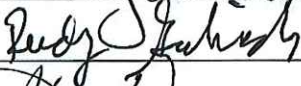

Andrew Garza, Mayor

SIGN IN SHEET

March 21, 2019

REGULAR SESSION CITY COUNCIL MEETING

(PLEASE PRINT & SIGN)

PLEASE PRINT NAME	SIGNATURE
Sandra Amoles	
Rodolfo PENA	
Jeff Osborne	
Grady Atkinson	
Rodolfo Galindo	
JOHN WALKER	
Staff:	
DAnn Lane	
Jr Higgins	
David Perkins	
Shirley Holm	
Rudy Galindo	
Pete Pena	
Rynaldo Gutierrez	