



The City of Bruceville-Eddy Rising into the Future

143 Wilcox Drive
Eddy, Texas 76524

www.bruceville-eddy.us

Phone: (254) 859-5964
Fax: (254) 859-5779

MINUTES FEBRUARY 25, 2021 CITY COUNCIL WORKSHOP AND MEETING

Cities must keep written minutes (or a “certified agenda” for executive sessions) or recordings of all meetings, except for closed consultations with an attorney.

The minutes must state the subject and indicate each vote, decision, or other action taken. Minutes do not have to be a verbatim transcript. Minutes of open meetings must be kept forever. Executive session certified agendas or tapes must be kept for at least two years, and longer if litigation is pending. A home-rule city with a population of 50,000 or more must make a video and audio recording of each regularly scheduled open meeting available on its Internet Web site.

Workshop called to order: 5:03 PM

Workshop Minutes: Discussed the new city hall. Discussed the parking lot, landscaping, drive-thru, and drop off box for the new city hall.

Workshop adjourned 6:15 PM

MINUTES FEBRUARY 25, 2021 REGULAR CALLED MEETING

Council meeting called to order 6:30 PM

1. Call to Order- Mayor Bass

- a) Greetings
- b) Invocation -Linda Owens
- c) Pledge of Allegiance
- d) Honor the Texas flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible.
- e) Roll Call- Mayor Bass, Mayor Pro-Tem Ricky Wiggins, Councilmen James Tolbert, Marc Folwer, Cecil Griffin, Councilwoman Linda Owens. City Administrator Sonya Bishop, City Secretary Pam Combs, City Police Chief Michael Dorsey, Water Supervisor via phone Gene Sprouse, City Engineer via phone Johnny Tabor. USDA representee Terri Chenwith via phone.

- 2. Citizen Presentations-** Brent McCain concerns code violations being put into mailboxes asking for verification. Chief Dorsey explained the process has been a learning process and the issue has been corrected.

3. Consent Agenda

The following items may be acted upon in one motion. No separate discussion or action is necessary unless requested by the Mayor or a Councilmember, in which event those items will be pulled for separate consideration.

- a) Discuss and possibly approve minutes January 28, 2021, Council Meeting
Motion made by Ricky Wiggins AND 2nd by Linda Owens all in favor 5 0 Against motion carries to approve minutes with corrections the following corrections:

Item 8. Council to discuss, consider and possibly take action on updating the sound system used for city council meetings in the current city hall and **new city hall**. Ricky Wiggins



The City of Bruceville-Eddy Rising into the Future

143 Wilcox Drive
Eddy, Texas 76524

www.bruceville-eddy.us

Phone: (254) 859-5964
Fax: (254) 859-5779

Item 10. Council to discuss, consider and possibly take action on amending ordinance Sec. 1.04.034 powers and duties, changing section (1) to read as follows:

(1) Prepare job descriptions for all officers and employees of the city, and fill budgeted positions on the city staff, other than department heads. The city administrator shall recommend to the mayor and city council the appointment of department heads, with the exception of the chief of police and code enforcement officer. The city administrator shall be empowered to suspend department heads, and recommend their termination to the mayor and city council, with the exception of the chief of police and code enforcement officer. The city administrator shall direct and supervise the day-to-day activities of all employees through department heads, with the exception of the police department and the chief of police and code enforcement department and the code enforcement officer.

4. Council to discuss, consider and possibly take action approving the preliminary plat of Park Side Subdivision- Travis Krause

Motion by Ricky Wiggins to approve the preliminary plat of Park Side Subdivision with special note of email from Johnny Tabor stating all requirements were met by Mr. Krause 2nd by Linda Owens all in favor 5 0 Against motion carries

5. Engineers Report- City Engineer Johnny Tabor updated council stating only active project is working on is the USDA sewer system. City has all lift stations sites. Conference with USDA and the city administrator discussing issues and he had planned on having his plans and submitted to TCEQ and USDA by April 1, 2021. Once plans are submitted, they must be approved by TCEQ and USDA.

6. Police Report- Chief Dorsey updated the council with traffic citations, code enforcement and staff reports. 98 calls for service 9 crash reports Citations and warnings 119. Chief updated the council on the yearly report for racial profiling year of 2020 reporting zero complaints.

7. Water Department Report-Gene Sprouse updated the council with water report for the month. 10 Leaks prior to the winter freeze. The water department fixed the big leak at the PD.

8. City Secretary- Pam Combs

- a. Council to discuss, consider and possibly take action on out of city limit water upgrades.
Pam Combs

Pam Combs explained this area has 20 meters waiting. This property is outside of city limits and people are emailing her asking for a time frame when they can expect the city to upgrade this area. The city administrator explained there a lot of upgrades required and until we get the reimbursement from USDA the city should not consider doing upgrades that will require more debt resulting in higher water bills. Mr. Tolbert explained how adding meters effect the water system and the theory of the water system. Mr. Tolbert talked about expansion, water meters etc., further explained the water system capital expenditures. Mr. Tolbert stated that it may not be totally on the customer seeking a meter or service to bear the total cost of upgrade. It depends also on the benefit to the city in upgrading the system so we may be able to serve additional customers and future growth.



The City of Bruceville-Eddy Rising into the Future

143 Wilcox Drive
Eddy, Texas 76524

www.bruceville-eddy.us

Phone: (254) 859-5964
Fax: (254) 859-5779

The engineer stated there is not a way of knowing the effects of a meter until a meter study is done. Water upgrades are paid for the developer.

Pam Combs explained the citizens have done the meter studies and was given a price for the upgrade \$18,000-\$25,000 for each individual land owner. The landowner is not willing to the upgrades to get the water.

City administrator explained there are several areas within the city limits that are in desperate need of water upgrades and stated the city should prioritize the water system upgrades and suggested a committee. Mrs. Bishop explained the city is not in a position to give a time line of when the upgrades will happen.

Jay Stewart (citizen) stated he is willing to pay \$20,000.00 on a water upgrade on Robin Road across from Ranch Crest. Johnny Tabor explained the fees is to extend a 10-inch line will get this meter for the property.

Motion made by Marc Fowler to form a committee for water infrastructure and possibly have this on the agenda at the end of the month 2nd by Ricky Wiggins all in favor 5 0 Against motion carries Motion was made by Linda Owens to allow Jay Stewart to pay the \$20,000.00 for the upgrades to get the meter on the property. 2nd Ricky Wiggins motion revoked

City Administrator explained this is not an item on the agenda and that this item should be a separate agenda item. Mrs. Bishop further explained council does not need to make a motion or vote on Jay Stewart meter situation.

Mr. Wiggins asked Jay Stewart if the bid came out to be more than the \$20,000.00 are, they willing to pay for it. Jay Stewart responded "yes sir".

9. City Administrator

- a. Update citizens and council on discussion with USDA area specialist of rural development, Terri Chenowith. Mrs. Bishop updated council on a phone conference she had with Terri Chenowith and Johnny Tabor. Mrs. Bishop clarified that rumors being spread around are just that rumors. 1. We have not SPENT the grant and 2. We have not LOST our grant neither of these statements are true.
- b. Council to discuss, consider and possibly take action on providing the BE ISD with \$8,820.00 for security camera upgrades and new equipment on campus. This request is approved by the city judge to be paid from the McLennan County Child Safety funds. Ordinance 2021-01 Budget adjustment
Reduce line item 10-00-3001 Restricted Fund Balance Child Safety (\$8,820.00)
Create and budget expense line to the amount of \$8,820.00
Motion made by Ricky Wiggins to approve ordinance 2021-01 and pay for security cameras for BEISD using the McLennan County Child Safety Funds 2nd by James Tolbert all in favor 5 0 Against motion carries
- c. Council to discuss consider and possibly take action on line-item amendment to be made by the city administrator in accordance with ordinance 09-2010



The City of Bruceville-Eddy Rising into the Future

143 Wilcox Drive
Eddy, Texas 76524

www.bruceville-eddy.us

Phone: (254) 859-5964
Fax: (254) 859-5779

Reduce line item 10-40-6001 Hourly Court by \$25,676.08
Increase line item 10-10-6918 CIP City Hall by \$25,676.08

The city council approved a 2nd employee for court, however, with the pandemic and reduction in court processes, there is not a need to fill this position. This money can be used to complete remaining work at the new city hall, verses moving funds from the fund balance (savings). This will not increase or decrease the budget, therefor an ordinance is not required. As the city administrator I have the authority to make this change, however, I think it is important for transparency to make these known to the public as they occur.

Motion made to approve line-item amendments by Marcus Fowler 2nd by Cecil Griffin all in favor 5 0 Against motion carries

- d. Council to discuss, consider and possibly take action on accepting bids for bullet proof glass for the new city hall.

Pam Combs opened the sealed bid. The bid was from Glass Doctor of Hewitt in the amount of \$13,700.00 without sales tax

Motion Made by Linda Owens to accept sealed bids for the bullet proof glass to Glass Doctor of Hewitt in the amount of \$13,700.00 2nd by Marcus Fowler all in favor 5 0 Against motion carries

- e. Council to discuss, consider and possibly take action on approving quotes for drive thru window. Per council's request during the last council meeting.

Motion made by Marcus Fowler to go out to bid with a closing date of 3/22/2021 2nd by Linda Owens all in favor 5 0 Against motion carries.

- f. Council to discuss, consider and possibly take action on approving quotes for a sound system for both the old and new city hall. Per council's request during the last council meeting.

Motion made by Marcus Fowler to go out to bid with a closing date of 3/24/2021 2nd by Linda Owens all in favor 5 0 Against motion carries.

City Councilmen Request. (These items are copied and pasted word verbatim)

10. A/C--accounts receivable! Council to consider, discuss and possibly take action on policies-procedures, ordinances of managing A/R in a proprietary manner with fiscal responsibility to the city and consumers of city services! James Tolbert



The City of Bruceville-Eddy Rising into the Future

143 Wilcox Drive
Eddy, Texas 76524

www.bruceville-eddy.us

Phone: (254) 859-5964
Fax: (254) 859-5779

Discussed topic, the city administrator will do some research on collection agencies and finding a solution to the problem of delinquent accounts over years.

11. The council to discuss, consider and possibly take action to amend the city budget for 2020-2021 to include the disbursement to A/C solutions heating and cooling of \$ 11,237.50 for city hall paid on 12/15/2020 check # 006226 from governmental funds. This is necessary to place the city in compliance with state law. It must be accomplished by ordinance. James Tolbert

Motion made by Marc Fowler to table item. 2nd by Linda Owens
all in favor 3 2 Against motion carries

12. Council to discuss, consider and possibly take action on the use-engagement of attorneys for consultations-use of- for the city. The possibility of using TML (TEXAS MUNICIPAL LEAGUE) when possible when a local attorney is not needed unless absolutely necessary. James Tolbert
no action taken

Mrs. Bishop stated she consistently uses TML and typically speaks with Christy Drake.
Everyone was in agreement TML should be used as a first resource prior to contact the city attorney.
No motion made

13. Council to discuss, consider and possibly take action on updating our city ordinances. Ricky Wiggins

Motion made by Ricky Wiggins to have the city administrator have the ordinances sent to Franklin Legal by April 22, 2021. 2nd James Tolbert all in favor 5 0 Against motion carries.

14. Council to discuss, consider and possibly take action on updating our city map for purposes of the city limits and how it is currently zoned and any other items on the map that the council may deem necessary.
Ricky Wiggins

No action taken-council ask to get new zoning maps of the city

Motion made to adjourn by Linda Owens at 9:15 PM 2nd by James Tolbert All in favor 5 against 0 motion passes


Connally Bass
Mayor Connally Bass


Sonya Bishop
City Administrator Sonya Bishop

