



*The City of Bruceville-Eddy Rising into the Future*

143 Wilcox Drive  
Eddy, Texas 76524

[www.bruceville-eddy.us](http://www.bruceville-eddy.us)

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

### **Minutes for the March 25, 2021, City Council meeting and workshop.**

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 Discussion- Council discussed reimbursing Mr. Guzman for a water tap from 2006. Further discussion included accounts receivable, permitting, and inspection fees. No action was taken during the workshop.**

#### **1. Call to Order- Mayor Bass**

- a) Greetings
- b) Invocation
- 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-ProTem Ricky Wiggins, councilman Cecil Griffin, Marc Fowler, Linda Owens, James Tolbert. City employees, Sonya Bishop City Administrator, Pam Combs City Secretary, Johnny Tabor City Engineer, Chief of Police Michael Dorsey.

#### **2. Citizen Presentations- None**

#### **3. Engineers Report- City Engineer Johnny Tabor**

Mr. Tabor informed the council he and his staff have been working diligently on the wastewater project, and the plans should be completed by the end of April. Foster Branch lots 1-6; the developer asked the city to bid at their expense, scheduled to open bids for this project on April 4, 2021. The same thing is true for James Killough, scheduled to open received bids on April 6, 2021.

#### **4. Police Report- Chief Dorsey**

Chief Dorsey passed out a handout. Chief spoke about the Police Chiefs Association and the recognition program for law enforcement best practices recognition program. Chief Dorsey mentioned he would be working with the city administrator to update the zoning ordinance to define recreation vehicles and put an ordinance similar to Lorena and Troy.

#### **5. Water Department Report- Sonya Bishop**

Mrs. Bishop explained Gene was unavailable and he will have a report at the next meeting.

#### **6. Consent Agenda**



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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, consider and possibly approve minutes February 25, 2021, Council Meeting.  
Motion made by Ricky Wiggins to approve the minutes to February 25, 2021, with the following corrections: Council Workshop change the sentence to state Discussed parking lot, drive-thru window, and dropbox. Item 6. Correct the crash reports to 9 and the citations and warnings to 119. Item 11. Should state motion made by Marc Fowler to table the item with 3 in favor and two against.  
2<sup>nd</sup> by Linda Owens. All in favor 5. Against 0. Motion passes.
- b) Discuss, consider and possibly take action on approving minutes for March 11, 2021 council meeting.  
Motion made by Ricky Wiggins to accept the minutes with the following correction Police report change four full-time officers to 3 full-time officers.  
2<sup>nd</sup> by Linda Owens. All in favor 5. Against 0. Motion passes.

**7. Council to discuss, consider and possibly take action on charging permitting and inspection fees. Mayor Bass**

Motion by Marc Fowler to have Sonya Bishop investigate companies that provide inspection services for Bruceville-Eddy and come to council with possibilities.  
2<sup>nd</sup> by Linda Owens. All in favor 5. Against 0. Motion passes.

**8. Council to discuss, consider and possibly take action on reimbursing Andrew Guzman for a tap fee requested 04-05-2006; the property owner is asked to be refunded as he never built on the property and used the tap.**

Motion made by Marc Fowler deny the refund for the tap fee. And to forgive the additional \$200.00 left due on the tap and the monthly minimum billed against the account until the meter was pulled. 2<sup>nd</sup> by Cecil Griffin. All in favor 5. Against 0. Motion passes.

**9. City Administrator**

**a) Council to discuss, consider and possibly take action on awarding bid or quote for the sound system in the new city hall.**

Motion made by Linda Owens to accept the sealed bid from KHT Electronics for \$24,299.91.  
2<sup>nd</sup> by James Tolbert. All in favor 5. Against 0. Motion passes.

**b) Council to discuss, consider and possibly take action on awarding bid or quote for the drive-through window at the new city hall.**

Motion made by Linda Owens to accept the sealed bid from QTS for the new drive-thru window at the new city hall for \$16,206.45.  
2<sup>nd</sup> by Ricky Wiggins. All in favor 5. Against 0. Motion passes.





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- c) **Council to discuss, consider and possibly take action on changing the water permitting. When a customer requests a meter study and an upgrade is necessary that the engineer include how many meters and which property the upgrades will serve.**  
No motions made and no action taken
- d) **Council to discuss, consider and possibly take action on changing policy to reflect when a customer pays for a water meter upgrade IF someone within five years pays for a tap to be installed that \$1,000.00 of the tap fee be reimbursed to the original payee of the water meter upgrade excluding businesses and developers/subdivisions. In the area where the engineer identified and up the specified number of meters. Example: John Doe pays \$20,000.00 for a water upgrade, and the engineer has identified this upgrade will allow five additional meters in the specified area. Jane Doe, a year later, asks for a meter and pays the \$1,500.00 for the tap. The city will reimburse Jon Doe \$1,000.00 from the payment June Doe made. (Tap Fee Prices May Change)**  
No motions made and no action taken

#### **10. Financial Reports**

- a) **Council to discuss, consider and possibly take action on approving accounts payable for February 2021 for the general fund and water fund.**  
Motion made by Linda Owens to approve accounts payable for the general fund and water fund for February 2021. 2<sup>nd</sup> Cecil Griffin.  
All in favor 5. Against 0. Motion passes.
- b) **Council to discuss, consider and possibly take action on approving financial reports for February 2021.**  
Motion made by Linda Owens to approve the financial reports February 2021 2<sup>nd</sup> by Ricky Wiggins. All in favor 5. Against 0. Motion passes.

11. **Council to discuss, consider and possibly take action on posting the city council agenda packet information on our website before the council meeting. Ricky Wiggins**  
Motion made by Ricky Wiggins to post all of the city council agenda packet information on our city website at least 48 hours prior to every meeting. 2<sup>nd</sup> by Linda Owens. All in favor 5. Against 0. Motion passes.

12. **Council to discuss, consider and possibly take action on posting the recording of the city council meetings on our website. Ricky Wiggins**  
Motion made by Ricky Wiggins to post the recording of every city council meeting on our city website within seven days of the meeting and in addition to posting all city meeting recording retroactive to January 1, 2021, by April 22, 2021.  
2<sup>nd</sup> by Linda Owens. All in favor 5. Against 0. Motion passes.

13. **Council to discuss, consider and possibly take action on amending Ordinance Sec 1.04.034, item (10) to read as follows: *With council approval*, the city administrator may transfer any unneeded surplus in the amount budgeted from one account to another account in which a**



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deficiency exists, if and when, in the judgment of the City Administrator, actual or probable receipts are less than the amount estimated and herein appropriated for expenditures of the several departments. *With council approval*, the city administrator may authorize the transfer of funds by department heads among major account divisions within department budgets. **Ricky Wiggins**

Motion made by Ricky Wiggins to amend Ordinance Sec 1.04.034 to read as follows: *With council approval*, the city administrator may transfer any unneeded surplus in the amount budgeted from one account to another account in which a deficiency exists, if and when, in the judgment of the City Administrator, actual or probable receipts are less than the amount estimated and herein appropriated for expenditures of the several departments. *With council approval*, the city administrator may authorize the transfer of funds by department heads among major account divisions within department budgets.

2<sup>nd</sup> by Linda Owens. All in favor 5. Against 0. Motion passes.

**14. The council to consider, discuss, and possibly take action of raising the Chief of Police Salary. James Tolbert**

Motion made by James Tolbert to increase the salary of the chief of police the budgeted salary for \$56,000.00 of police chief. 2<sup>nd</sup> by Cecil Griffin

All in favor 5. Against 0. Motion passes.

**15. A/R. 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**

Motion made by Ricky Wiggins to have James Tolbert work with staff on a possible solution to policies-procedures, ordinances of managing A/R in a proprietary manner with fiscal responsibility to the city and consumers of city services. 2<sup>nd</sup> by Cecil Griffin.

All in favor 5. Against 0. Motion passes.

**16. Council to discuss the City Administrator's Duties. Under Texas Government Code Section Tex Gov't 551.074 Personnel Matters (Executive Secession), Ricky Wiggins added 3/21/2021**

No motions made and no action taken

Motion made by James Tolbert to adjourn 2<sup>nd</sup> by Linda Owens.

All in favor 5 0 against motion passes meeting adjourned

*Connally Bass*

Mayor Connally Bass

*Sonya Bishop*

Sonya Bishop, City Administrator

