



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

City Council Workshop

June 3, 2021

the workshop begins at 5:00 PM council meeting 6:30pm

MINUTES

Workshop called to order by Mayor Bass at 5:03 pm

6. Council to discuss, consider, and possibly take action on approving a conditional use permit for mobile home. The existing single wide mobile home to be replaced by a new double wide at 106 MUSTANG DRIVE. An ordinance was found that the customer at 106 Mustang did not need a conditional use permit to replace the manufactured home. So, the council did not have to discuss or take action on approving the permit.

Workshop Adjourned at 6:15 pm

City Council Meeting Agenda

June 3, 2021 6:30 PM (CST)

Council Meeting call to order by Mayor Bass at 6:30 pm

1. Call to Order- Mayor Bass

Roll Call-Mayor Pro-Tem Ricky Wiggins, councilmen James Tolbert, Cecil Griffin, Marc Fowler, councilwoman Linda Owens. City Secretary-Pam Combs, Water Dept-Gene Sprouse, City Engineer-Johnny Tabor, City Administrator-Sonya Bishop, and Police Chief Dorsey.

2. Citizen Presentations-None

3. Police Report- Chief Dorsey

- a) Council to discuss, consider, and possibly take action approving recreational vehicle ordinance 52021 Motion was made by Ricky Wiggins to table Item 3a motion was 2nd by James Tolbert, Yay-5 Nay-0, Motion passes

4. Engineer Report-Johnny Tabor

- a) Council to discuss, review, and consider passing a meter moratorium for the affected areas until TCEQ compliance improvements are constructed. Falls County, Horseshoe Bend Rd, and the Friendly Oaks well service area.

Motion was made by James Tolbert for Johnny Tabor to write an ordinance for a meter moratorium in Falls County and email it to Sonya Bishop, and then Ms. Bishop will email it to the City Council for their approval to be put on the next agenda. Motion 2nd by Linda Owens. Yay-5 Nay-0, Motion passes

- b) Council to discuss, review, and consider approving the Engineering Agreement for Hydraulic Analysis and Mapping Update. The City has not had one done since 2017. Fee for this report is \$8.00 per meter for all meters on the system. We currently have 1962 active meters on the system, but some of the meters on Remington Ranch and Creekside Ranch have not signed up for services so there could be more.

Motion was made by Linda Owens to approve for the engineer, John Tabor to do the Hydraulic Analysis and Mapping update. No second. No action taken.



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- c) Council to discuss and approve Mr. Gershon to mail the letter he wrote to Creekside Ranch (Foster Branch) Attorney, regarding the water easement for the subdivision.

Motion was made by Ricky Wiggins to approve the mailing of the letter Mr. Gershon wrote to Creekside Ranch (Foster Branch) office. Motion was 2nd by Linda Owens, Yay-5 Nay-0. Motion passes.

5. **Water Department Report-Gene Sprouse- Gene reported he has the signs for Soules Circle and the parts for the fire hydrant on Old Moody Road and Soules Circle. They are waiting on the weather before they can install the fire hydrant.**
6. Council to discuss, consider, and possibly take action on approving a conditional use permit for mobile home. The existing single wide mobile home to be replaced by a new double wide at 106 MUSTANG DRIVE.
No action taken
7. Council to discuss, review, and consider approving the Final Plat submitted by JBS Residential LLC, Old Moody Rd and Elesha Ln.
Motion was made by Ricky Wiggins to approve the final plat for JBS Residential LLC on Elesha Lane and Old Moody Rd, Lot 1-2 Block 1. Motion was 2nd by Linda Owens, Yay-5 Nay-0. Motion passes.
8. Council to discuss, review, and take action to approve Resolution No. 2021-05-27, resolution to amend Ordinances Sec.1.02.002 changing the location of council meetings to the new city hall 144 Wilcox Drive.
Motion was made by Ricky Wiggins to approve Resolution No. 2021-05-27, amend resolution Ordinances Sec. 1.02.002 and Sec. 1.02.033 changing the location of the new city hall to 144 Wilcox Dr. Motion was 2nd by Linda Owens. Yay-5 Nay-0, Motion passes.

9. Consent Agenda

- a) Council to discuss, review, and consider approving the Minutes from the May 13, 2021 Council Meeting.
Motion made by Linda Owens to approve the minutes from the May 13, 2021 council meeting. Motion was 2nd by James Tolbert, Yay-5 Nay-0. Motion passes.

10. Financials

- a) Council to discuss, review, and consider approving the general and water financials for the month of April 2021.
Motion made by Linda Owens to approve the general and water financials for the month of April 2021. Motion was 2nd by James Tolbert, Yay-5 Nay-0. Motion passes

- b) Council to discuss, review, and consider approving accounts payables for water and general funds for the month of April 2021.
Motion made by James Tolbert to approve the accounts payable for water and general funds for the month of April 2021. Motion was 2nd by Linda Owens, Yay-5 Nay-0. Motion passes.



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11. City Administrators Report.

- a) Council to discuss, consider and possibly take action on accepting bids submitted for the drive-thru window driveway and employee parking.

City Hall received 2 bids for this project. During the meeting Chief Dorsey opened the bids and read both to the City Council before they voted on them. One was from Foster Land Management and the other from G-4 Dirt Work. Foster Land Management bid was \$2400.00. This is for labor only and city buys the materials. 2nd bid was G-4 Dirt Work at the amount of \$6626.00 for materials, culverts, and labor.

Motion made by James Tolbert to accept the bid from Foster Land Management for \$2400.00 for the labor only and the city provides the materials. Motion was 2nd by Linda Owens, Yay-5 Nay-0. Motion passes.

- b) Update council on meeting about the building permits.

Meeting held with Major Bass, Ricky Wiggins, Sonya Bishop and Pam Combs on May 27th. This meeting was to discuss permits and home inspection. It was decided to contact the attorney regarding the City's liability for inspection. Ms. Bishop emailed Mr. Pirkle and he said to notify Stephanie Schwab. At this time Ms. Bishop has not heard from her.

- c) Update council on emergency planning meeting.

An Emergency Planning meeting was held on May 20th with Mayor Bass, Gene Sprouse, Pam Combs, Richard Kilgore, Chief Dorsey, Marc Fowler, and Ms. Bishop on the phone. These will be the individuals when a local emergency plan is triggered, they will enforce all the elements in place. During the meeting Mr. Fowler explained, the initial step will be to hold a Town Hall Meeting allowing the citizens to have input toward what they would like included in an Emergency Plan and that a proposed date for the Town Hall meeting will be on the next City Council Agenda.

- d) Remind council I will be at a training event June 10-14 that is paid for by a scholarship I was awarded. I had to write about how this would benefit the city and was awarded a fully paid training, hotel, travel, and food.
- e) Update council on bullet proof glass.

City Administrator, Sonya Bishop told the City Council that the bullet proof glass has not been installed yet and the worst case scenario would be within 4 weeks.

Council to discuss, consider and possibly take action on approving a you tube channel to live stream City council meetings. (Advised by KHT)

Motion made by Ricky Wiggins to approve a you tube channel to live stream the city council meetings. Motion was 2nd by Linda Owens, Yay-5 Nay-0. Motion passes.

- f) Discuss with council their thoughts on having a holiday parade and possibly a fall craft sale.
- g) Update council on the culvert at the corner of HWY 107 and Franklin Road being replaced by TxDot. The City received an email from TxDot saying that they would be replacing the culvert at Hwy 107 and Franklin Road intersection.

City Councilmen and Mayor Requested Agenda Items:

- 12.** Council to discuss, consider, and possibly take action on limiting the number of items on the agenda and a deadline for placing items on agenda. **No action taken**

- 13.** Council to discuss, consider, and possibly take action on where the City is with complying with the letter of conditions as stated by the United States Department of Agriculture for the sewer system. **No action taken.**



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14. Council to discuss, consider, and possibly take action on getting quotes/bids for the drive-thru window, employee parking using road base. This was discussed at our April 22nd meeting and was supposed to get quotes for the work, haven't heard anything about this since then.

The council recommended for Ms. Bishop to check out the handicap rules and regulations on how many handicap parking spots the city may need and the measurements for the new city hall, and to take bids for the handicap and public parking. No action taken.

15. Council to discuss, consider, and possibly take action on building permits and ordinances relating to building inspections.
No action taken.

16. Council to discuss, consider, and possibly take action on procedures for non-payment of water bill. **No action taken**

17. Council to discuss, consider, and possibly take action on appointing two council members to work with staff on the 2021-2022 budget and for them to report back to the Council with their recommendations.

Motion was made by James Tolbert on appointing Marc Fowler and Ricky Wiggins to work with the office staff on the 2021-2022 budget and for them to report back to the Council with their recommendations. Motion was 2nd by Cecil Griffin. Yay-5 Nay-0. Motion passes.

18. Council to discuss, consider, and possibly take action on appointing a committee for water infrastructure.

Motion was made by Ricky Wiggins on appointing James Tolbert, Cecil Griffin, Johnny Tabor, Gene Sprouse, Pam Combs, Sonya Bishop, and Larry Roming for the committee for water infrastructure. Motion was 2nd by Marc Fowler, Yay-5 Nay-0. Motion passes.

19. Council to discuss communication issues between the city staff and the city council.

First and foremost, the relationship between the Mayor, City Council, and the City Staff is a partnership that serves the community. Civility and communication are key elements of this partnership by providing regular and complete information equally to all Council Members. I feel like the Council Members are not being kept updated and informed on pertinent city matters. It seems like things are a secret and they shouldn't be. A lot of things on this agenda should have already been handled and they haven't. Not until the issue is pressed, is it brought up again, then the matter is addressed. I had no clue, nor do I believe that the other council members did, that we were going to move into the new city hall when we did. Me personally, I feel we should not have moved into the new city hall until we were totally ADA compliant and the road was constructed for the drive-thru window in order for it to be totally operational. We are not totally ADA compliant and the road for the drive-thru window has not even been started. It's imperative that the City Staff and Mayor keep the Council informed of all relevant city matters. Communication is a vital key to keeping this city moving in the right direction and keeping our citizens informed. Successful relationships (between Staff, Mayor, and Council Members) require ongoing effort and attention and communication is a central element of this effort. This statement was read by Ricky Wiggins. **No action taken.**



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20. Council to discuss, consider, and possibly take action on amending Ordinances Sec. 1.02.002 Location of city hall, Sec. 1.02.033 Service of notices and Sec. 6.02.001, Smoking prohibited in municipal building.

Motion made by Ricky Wiggins that we change the ordinance for smoking to read "There will be no smoking in any of the Bruceville-Eddy municipal buildings. Outdoor smoking must not interfere with non-smoker's rights to clean air as they enter and leave buildings. "Smoking" means lighting, burning, inhaling or exhaling any substance, tobacco or vapor product including electronic cigarettes or other devices (pipes, cigars) which emits either vapor or smoke. Motion was 2nd by Marc Fowler, Yay-5 Nay-0, Motion passes

Motion made by James Tolbert to adjourn the meeting. Motion was 2nd by Cecil Griffin Yay-5 Nay-0 motion passes
Meeting adjourned at 8:48 pm

Connally Bass Date: 6-30-2021
Connally Bass

Pam Combs Date: 6-24-2021
Pam Combs, City Secretary

