



The City of Bruceville-Eddy Rising into the Future

144 Wilcox Drive
Eddy, Texas 76524

www.bruceville-eddy.us

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

**Special Called City Council Meeting
January 5, 2023, 6:00 p.m.
Minutes**

1. Call to Order by Mayor Owens at 6:00 pm

Councilmembers present: Connally Bass-Mayor Pro-Tem, Richard Prater, Graham McGruer, and Ricky Wiggins.

Absent: Cecil Griffin

Employees present: Kent Manton- City Administrator, Pam Combs-City Secretary, Chief Dorsey, Gene Sprouse-Public Works Director, Danielle McGruer-Court Clerk, Thomas Arnold-Code Enforcement, Officer Richardson, and Officer Savannah.

2. Citizen Presentations:

The City Council welcomes public comments at this point on items **not** specifically listed on the agenda. Speakers must sign up before the meeting begins. Speakers are limited to five (5) minutes each. The Council cannot respond to matters not listed on the agenda until a future meeting. **None**

3. Approval of Minutes:

Council to discuss, consider, and possibly take action to approve the minutes from both the November 30, 2022 Special Called Council Meeting and the December 8, 2022 Special Called Council Meeting.

Motion made by Ricky Wiggins to approve the minutes from both the November 30, 2022 Special Called Council Meeting and the December 8, 2022 Special Called Council Meeting with a small correction on the heading of December 8th minutes. The word "minutes" needs to be added to the heading., 2nd by Connally Bass, yeas 4, nay 0, absent 1, motion passes.

4. Police Chief's Report – Chief Michael Dorsey

Calls for Service: 121 total, Arrest, Offense, Incident Report: 10 total, Crash Reports: 3 total, Citations & Warnings: 89 total, Citations: 50 total and Warnings: 39 total.

SRO Report: Calls for service: 5, Security checks: 178, Citations & Warnings: 5 Citations/6 Warnings, Arrests: 4

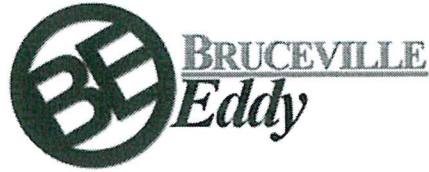
5. Public Works Director's Report – Gene Sprouse

6. City Engineer's Report – Johnny Tabor

Engineer's Report 1-5-2023- read by Kent Manton, City Administrator

1. USDA Rural Development – New Wastewater System:

Tabor & Associates, Inc. is waiting on USDA Rural Development to issue closing instructions and authorize the project for bid. We issued a revised Right-of-Way Map and Engineer's Map Certification which now includes all of the streets that will be used for the sewer and the Wastewater Treatment Plan site that is owned by the City.



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7. Code Enforcement Officer's Report – Thomas Arnold
Number of cases worked: 128

8. City Administrator's Report – Kent Manton
City Administrators Report: 1/5/2023
Annual Financial Audit

Our auditing firm wrapped up their on-site work the week of December 16, 2022. Over the past month, staff has worked with the team at BGFN to provide all requested documentation they in an effective manner to keep things on schedule and costs down. Our Finance Director furthered this commitment by answering questions and helping with some reports while away on leave. We have been informed that they will be finalizing the report in the month of January. I hope to have this report to you at one of our upcoming meetings.

Sewer System

We are still on track for a Spring closing according to the conversations I have had with our Bond Counsel, Dan Plietz and our USDA Loan Officer, Terri Chenoweth this past week. The next step in the process is for Council to begin the process of updating our bond ordinance. This will be a two-step process that will begin at our 1/5/2023 meeting and will culminate at the 3/23/2023 meeting. It should be noted however, that I misunderstood a portion of the process as Dan Plietz will not be able to submit the bond ordinance revision to USDA until after Council has authorized the language to be used. He will submit this to USDA after our 1/5/2023 meeting which will then begin the 30–90-day legal review that I have previously mentioned is required prior to receiving loan closing instructions and going out for bids.

We are taking proactive measures to address the gap in funding that we are aware exists. The Mayor and I have decided it best to go ahead and request a formal proposal from a company that we have been in initial talks with (BVRT out of San Antonio) that will spell out their solution to own and operate a portion of our wastewater system. More information on this front can be provided upon request.

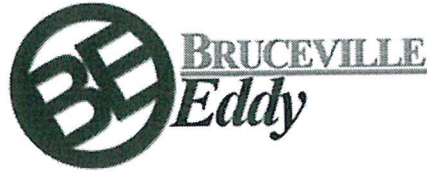
Infrastructure Committee Report

The Infrastructure Planning Committee kicked off with an inaugural meeting on Monday December 19, 2022. After receiving several requests and nominations for service, two citizens were selected for the committee, Mr. Marc Fowler and Mrs. Ginger Tolbert. At our initial meeting we primarily discussed the issues found in the recently completed water system analysis and system mapping study.

Committee members were all in agreement that attention is needed to the aging and undersized water lines residing mostly in Falls County. They requested more information from our City Engineering firm to be provided at our next meeting regarding the proposed scope of work as well as some general cost estimates on fixing current issues vis-à-vis a fix plus and upsize for future growth simultaneously.

We will also began studying our proposed CDBG project and brainstormed some potential projects for consideration. Other items discussed included adding another groundwater well in Falls County and the Cities financial position to secure additional financing for all of these proposed projects.

Street Committee Report



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The Street Repair Committee met for a second time on December 6th, 2022 and reviewed our City Engineer's right-of-way map to see what streets will be impacted by our sewer system. Committee members discussed their observations from the field and worked together to determine a draft report of priority listed streets for overhaul. The roads selected as a priority this year, with consideration of the impacts from the forthcoming sewer installation are:

1. Archie Lane (excluding unimproved portion) and N Mesquite Street
2. Temple Street and Ausborn Street
3. Crescent Creek Lane
4. Horseshoe Bend (at East intersection of Old Moody Road)

The next step will be for committee members to review quotes and make selections on a final report for priority listed streets to send to Council for further review and approval.

I'm currently working with three different vendors to determine project costs: Waco Paving, Texas Materials Group, and McLennan County Road and Bridge Pct. 1.

Mr. Halbert Wilcox has accepted a role on the committee and will serve as a citizen representative replacing Mr. Graham McGruer who was recently elected to City Council.

The next meeting will take place January 12, 2023 at 10 a.m.

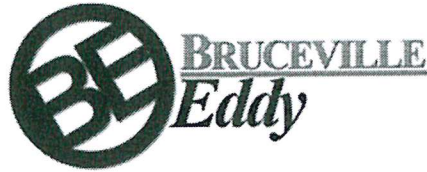
On another note, our Public Works crews have been staying on top of patching work across town.

Development

On December 7, 2022 staff hosted an initial staff conference with Tabor and Associates and RSK Engineering to discuss the needs and process specifics relating to the project that we shall from here on out refer to as the 'Bruceville-Eddy Travel Center'. This was the first staff conference that we conducted that required the newly implemented 'staff conference fee'. A detailed follow-up e-mail was provided that clearly spelling out all of the next steps they will need to take in the process. They have mentioned that they plan on requesting that the owner expedite this this project, however we have not yet heard back from the engineering firm as of 12/30/2022.

9. Acceptance of Resignation - City Attorney

Council to discuss, consider, and possibly take action to accept the resignation of the City's currently appointed City Attorney, Mr. Neal Pirkle of the law firm Naman, Howell, Smith, and Lee, PLLC effective January 5th, 2023. **Motion made by Graham McGruer to accept the resignation of the City's currently appointed City Attorney, Mr. Neal Pirkle of the law firm Naman, Howell, Smith, and Lee, PLLC effective January 5th, 2023, 2nd by Connally Bass, yeas 4, nay 0, absent 1, motion passes.**



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10. Appointment of New City Attorney

Council to discuss, consider, and possibly take action on resolution 1-5-2023-1 of the City Council to appoint the law firm of Messer, Fort, and McDonald PLLC. as City Attorney and the agreement thereto, designation of Mr. Brad E. Bullock of said firm as a municipal officer, City Attorney.

Motion made by Connally Bass we approve resolution 1-5-2023-1 to appoint the law firm of Messer, Fort, and McDonald PLLC. as City Attorney and the agreement thereto, designating Mr. Brad E. Bullock of said firm as a municipal officer, City Attorney, 2nd by Richard Prater, yeas 4, nay 0, absent 1, motion passes. Mayor Owens swore in Attorney, Brad E. Bullock.

11. Selection of Administration Services for Proposed CDBG Project

Council to discuss, consider, and possibly take action on resolution 1-5-2023-2 for the propose of authorizing administration services provider for project-related administration/project delivery services for a 2023/2024 CDBG grant for the City of Bruceville-Eddy.

Motion made by Ricky Wiggins, would be my recommendation and my motion we accept resolution 1-5-2023-2 Public Management Corporate, Inc., 2nd by Connally Bass, yeas 4, nay 0, absent 1, motion passes.

12. Selection of Engineering Services for Proposed CDBG Project

Council to discuss, consider, and possibly take action on resolution 1-5-2023-3 for the propose of selecting and authorizing an engineering services firm to provide application and project-related engineering and design services for a 2023/2024 CDBG Grant for the City of Bruceville-Eddy.

Motion made by Ricky Wiggins to approve resolution 1-5-2023-3 where we are approving 5M Associates out of Granger, Texas, Mr. Murrah's Group, 2nd by Connally Bass, yeas 4, nay 0, absent 1, motion passes.

13. Adoption of CDBG Code of Conduct

Council to discuss, consider, and possibly take action on resolution 1-5-2023-4 for the propose of selecting an administration services provider for project-related administration/project delivery services for a 2023/2024 CDBG grant for the City of Bruceville-Eddy.

Motion made by Ricky Wiggins we approve resolution 1-5-2023-4, Code of Conduct, 2nd by Richard Prater, yeas 4, nay 0, absent 1, motion passes.

14. Friendly Oaks and Westridge Water Plants – Repairs to Groundwater Wells

Council to discuss, consider, and possibly take action to address electrical and mechanical issues at the Friendly Oaks Water Plant site and the Westridge Water Plant site that has resulted in their inoperability, including the approval of any needed repairs and related expenditures.

1st motion made by Ricky Wiggins to spend the money to fix the Friendly Oaks Well not to exceed over \$60,000.00 2nd by Graham McGruer, yeas 4, nay 0, absent 1, motion passes.

2nd motion made by Ricky Wiggins any future well repairs needed that we authorize the City Administrator to administer the funds as needed to obtain an estimate for the repairs of the well or wells. 2nd by Connally Bass, yeas 4, nay 0, absent 1, motion passes.



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15. Vehicle Purchase – Public Works Director Gene Sprouse

At the request of the Budget Committee, Council to discuss, consider, and possibly take action on the purchase of a truck for the Public Works Department in an amount not to exceed \$50,000.00 using budgeted funds from the Water Fund.

Motion by Ricky Wiggins we purchase this truck in the amount not to exceed \$50,000.00 using budgeted funds, 2nd by Richard Prater, yeas 4, nay 0, absent 1, motion passes.

16. Regulation of Sex Offender Residency – Chief Michael Dorsey

Council to discuss, consider, and possibly take action on ordinance 1-5-2023-2 amending the code of ordinances of the City of Bruceville-Eddy, by the creation of offenses, exceptions, evidentiary matters, affirmative defenses, and exemptions relating to residency requirements of registered sex offenders.

Motion made by Ricky Wiggins to approve ordinance 1-5-2023-2 about regulating sex offenders, 2nd by Richard Prater, yeas 4, nay 0, absent 1, motion passes.

17. Open Burning Ordinance Revisions – Consideration and Feedback

At the request of Mayor Owens and Councilman Wiggins; council to discuss, consider, and possibly take action on revisions to the City of Bruceville-Eddy's open burning ordinance.

No action taken.

18. Sanitary Sewer System – Authorization of Publication: Notice of Intention to Issue Certificates of Obligation

Council to discuss, consider, and possibly take action on ordinance 1-5-2023-1 regarding a notice of intention to issue certificates of obligation for the purpose of constructing a sanitary sewer system, including a wastewater treatment plant and collection system.

Motion made by Connally Bass we approve ordinance 1-5-2023-1, 2nd by Richard Prater, yeas 4, nay 0, absent 1, motion passes.

19. Maintenance Service Agreement – Copier Services

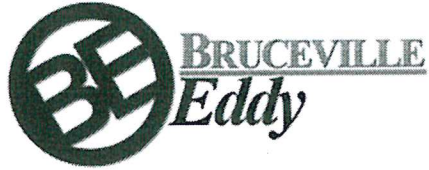
Council to discuss, consider, and possibly take action on a request made by the city administrator to renew the maintenance service agreement with Texas Office Systems for copier services.

Motion made by Ricky Wiggins we approve maintenance agreement for our copier services, 2nd by Connally Bass, yeas 4, nay 0, absent 1, motion passes.

20. Community Announcements

**T-ball sign ups Sunday 1-15-23 and 1-22-2023 both are from 2-4pm at the high school gym
2-2-2023 and 2-23-2023, Thursday both 6-8pm at the high school gym**

Bethany Fellowship Church is having a chili fund raiser at the Taylor Hall, Saturday, 1-14-2023 from 4-7:00pm



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21. Adjournment

Motion made by Connally Bass to adjourned the meeting at 7:44 pm, 2nd by Graham McGruer, yeas 4, nay 0, absent 1, motion passes.

 1/27/23

Linda Owens, Mayor Date

 1/27/23

Pam Combs, City Secretary Date

