

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

**Regular City Council Meeting
March 23, 2023, 6:00 p.m.
Minutes**

1. Meeting called to order by Mayor Linda Owens at 6:00 pm.

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

Absent: Cecil Griffin

City staff present: Kent Manton-City Administrator, Pam Combs-City Secretary, Danielle McGruer-Court Clerk, Gene Sprouse – Water Work Director, Thomas Arnold-Code Enforcement, Chief Dorsey, and Officer Hesterberg.

2. Community Announcements

**4/1/23 Easter Egg hunt festival/fundraiser for Moore family at Eddy Feed Store
4/15/23 Parade for Moore Family
5/20/23 Bruceville-Eddy Family Springfest**

3. 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.

Joyce McGlothlin, pastor at the Bethany Fellowship Church wanted to thank everyone who helped with the church and the Moore fund raiser.

4. Resolution Authorizing Consent for the Creation of a Municipal Utility District

Council to discuss, consider, and possibly take action on resolution 3-23-2023-1; petition by landowner for the authorization of consent to the creation of a municipal utility district within portions of the extraterritorial jurisdiction of the City limits of the City of Bruceville-Eddy.

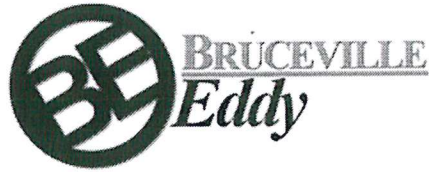
Motion made by Ricky Wiggins to approve Resolution 3-23-2023-1, option 2, 2nd Connally Bass, yeas 3, nay 1, absent 1, motion passes.

**Council Meeting adjourned at 6:17 pm
Public Hearing in session 6:17 pm**

5. Public Hearing – Minor Curfew Ordinance

Council to hear public comments pertaining to the creation and continuation of an ordinance regulating curfew hours for minors.

6. Close Public Hearing – Minor Curfew Ordinance



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**Public Hearing adjourned at 6:20 pm
Council Meeting back in session at 6:20 pm**

7. Minor Curfew Ordinance

Council to discuss, consider, and possibly take action on ordinance 03-23-2023-1; enacting a curfew for minors, establishing penalties for violation including in the imposition of criminal liability upon parents, guardians, or establishment owners who permit said violations.

Motion made by Connally Bass to approve ordinance 03-23-2023-1 for 10:00 pm, 2nd by Graham McGruer, yeas 2, nay 2, absent 1, since it was a tie, the Mayor will have to break it. The mayor voted yea 1 for 10:00 pm, motion passes.

8. Police Chief's Report – Chief Michael Dorsey

Report for the month of February 2023

Calls for Service: Total: Total 113; Arrest, Offense, Incident Reports: Total 8; Crash Reports: Total 1; Citations and Warnings: Total 121.

Citations Total: 81 Warnings Total: 40

Police Department Activity Report for February 2023

Security Checks: 116

School Zone Enforcement: 26

Directed Traffic Enforcement: 56

School Resource Officer Activity Report for February 2023

Call for Service: 1; Security Checks: 216; Citations & Warnings: 2 Citations/3 Warnings;

Arrests: 0; K-9 Check: 1

Chief Dorsey read the Oath of Office to a new officer Ruth Erwin.

9. Public Works Director's Report – Gene Sprouse

February 2023 Report Total 55 Service Calls Complete: leak, graphs, trash cans, turn on and off's, etc.

Bluebonnet WSC will be conducting a free chlorine conversion beginning April 1, 2023 and ending April 30, 2023 and we will be conducting our chlorine flush during this time too.

10. Engineering Reports:

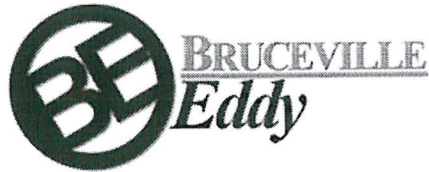
Engineer's Report on New Wastewater System Prepared on 3-16-2023

1. USDA Rural Development – New Wastewater System:

Tabor & Associates, Inc. is waiting on USDA Rural Development to issue closing instructions and authorize the project to be bid.

2. TCEQ Discharge Permit Renewal:

Tabor & Associates, Inc. received authorization from the City of Bruceville-Eddy on February 28, 2023, to prepare and submit the renewal application to TCEQ on or before July 23, 2023.



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11. Community Development Report – Thomas Arnold

CODE ENFORCEMENT/BUILDING INSPECTIONS/PERMITTING FEBRUARY 2023 REPORT

NUMBER OF CODE ENFORCEMENT CASES

- 101 ACTIVE AT START OF MONTH
- 39 CLOSED
- 0 NEW
- 62 CURRENTLY ACTIVE

• NUMBER AND TYPES OF CASES STILL OPEN

- ♣ 8 DANGEROUS BUILDING
- ♣ 1 NO PERMIT
- ♣ 1 SEPTIC SYSTEM
- ♣ 8 JUNKED VEHICLES
- ♣ 45 RUBBISHES

NUMBER OF BUILDING PERMITS ISSUED AND TYPE

- 5 PERMITS
- 1 FENCE
- 1 FULL REMODEL
- 1 TEMP STORAGE BUILDING
- 1 FLATWORK/DRIVEWAY
- 1 SOLAR

BURN PERMITS

- 3

INSPECTIONS

- 7 TOTAL
- 1 PLUMBING ROUGH
- 1 SEWER YARD LINE
- 2 WATER YARD LINE
- 1 ELECTRIC SERVICE
- 2 FOUNDATIONS

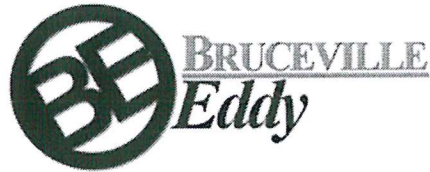
FACILITY MAINTENANCE

- 10 HOURS

12. City Administrator’s Report – Kent Manton

City Administrators Report: 3/23/2023 Sewer System

At our 3/23/2023 Council will be considering the approval of a bond ordinance for the initial sewer loan; a process that began in January with the approval of the official legal notice language. We have been in a mandatory 45 day waiting period before we can officially approve



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the ordinance. As a reminder, this certificate of obligation will NOT allow us to pay for the entire sewer system. We will need to await bids before we have an opportunity to address the shortfall in funding. It should also be noted that the approval of the bond ordinance does not obligate us to the USDA loan at this point, that will come a bit further down the road with the closure of the loan that is still expected to take place in late Spring or early Summer according to my last conversation with Terri.

Mayor Owens and I have requested an official meeting with USDA Regional and State offices to meet with Tabor and Associates as well as the CEO of BVRT to further discuss the feasibility of a public-private partnership on the WWTP for our project. We are waiting to hear back on potential dates for this meeting before moving forward with the conversation.

Grants Updates

The deadline to submit applications for CDBG projects has been extended to May to give entities more time to work through survey requirements. We are currently working with three remaining residents to complete a survey that will help determine if we have enough low to moderate income beneficiaries included in the project to move forward.

The Mayor, staff, and Scott Murrah of 5M Associates met with regional TXDOT staff on 3/3/2023 to discuss our Transportation Alternatives preliminary grant application for the sidewalk leading from downtown to the schools and City Hall. Representatives with TXDOT seemed to like our project and thought it had merit. They had several suggestions on how to better shore up an official application should we be invited to apply. Invitations for this grant application are expected to be sent out at the end of March with a June deadline. It should be noted, that while Bruceville-Eddy is eligible for 100% funding on this project, the grant would be a federal reimbursement grant which would require us to budget and expend funds BEFORE requesting reimbursement for the eligible expenses from the Federal government.

Springfest

Efforts are now underway for the planning of the second annual Springfest which will be set for ~~5/6/2023~~ 5/20/23, with some events occurring the week leading up to that Saturday. The McGruer family, headed up by Mrs. Cherie McGruer, has taken the lead for the efforts this year and has already hosted initial meetings with City staff and the community over the past week. If anyone is interested in helping as a volunteer or contributor to the events, please reach out to her directly

Online and In-Person Credit/Debit Payment Solution

Our new electronic credit payment system was implemented with only a slight hiccup at the beginning of the month. A big kudos to Esther for heading up this project's rollout! Staff have been working with customers to get them up to speed on the new online system and inform



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them of its increased features and benefits. We have already taken plenty of credit/debit card payments in house as well which has been a welcomed improvement by several residents! We hope our customers will enjoy the decreased processing cost they are now seeing with these transactions as well as their ability to see the amount owed in the online payment portal. Even more features will be coming to this system over the next year or so according to our rep and we are excited about the possibilities!

While we had budgeted \$2,000 for the implementation of this new system this year, to date we have not had any out-of-pocket expenses as we already had the functional integration modules with our current billing software system!

Development

CREED:

On 2/15/2023 the Mayor, Pam and I met with developers who have only recently finalized the sale of land formerly belonging to James Construction in Falls County. CREED plans on building a truck stop at this location with an RV park around the retention pond that is currently located on the property. They also spoke to the desire to potentially build out enough retail space to host a small grocery store to serve residents of BE as well as the RV park. We have provided the team at CREED with the next steps to get their property replated and rezoned as well as establish water service. As of today, we have not yet heard back from them and all plans are simply a concept at this point.

BE Travel Center:

We are waiting on a submitted plat and zoning change request form to proceed. A couple weeks ago RSK Engineering inquired about general timelines for the approval process to which we responded.

CEFCO:

We are waiting a submitted plat application form to proceed. Guy Slimp mentioned in our last conversation they are beginning talks with TXDOT as well as BEISD for vehicle access along the frontage road and Miracle Lane

13. Consent Agenda

A. Approval of Minutes

Council to discuss, consider, and possibly take action to approve the minutes from the February 23, 2023 City Council Meeting and the March 8, 2023 Special Called Council Meeting.

B. Finances – February 2023

i) Council to discuss, consider, and possibly take action to approve the February 2023 financial reports for the general, water, and sewer fund accounts.



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ii) Council to discuss, consider, and possibly take action on approving February 2023 accounts payable for the general, water, and sewer fund accounts.

C. Request to Attend Conference – City Administrator

Council to discuss, consider, and possibly take action to approve the City Administrator to attend the Texas City Manager’s Association Annual Conference June 9-11 in Allen, Texas.

Motion made by Ricky Wiggins to approve consent items B finances and C, 2nd by Graham McGruer, yeas 4, nay 0, absent 1, motion passes.

13A. Approval of Minutes

Council to discuss, consider, and possibly take action to approve the minutes from the February 23, 2023 City Council Meeting and the March 8, 2023 Special Called Council Meeting.

The council members pulled #A from the consent agenda to make some changes to the February 23, 2023 Council Meeting Minutes.

Motion made by Ricky Wiggins to make a small amendment on the minutes for February 23rd, under Item 1, section “Absent” but a semi colon after Prater and strike through the word “and”. The minutes for March 8, 2023 were just fine, 2nd by Graham McGruer, yeas 4, nay 0, absent 1, motion passes.

14. Request to Attend Conference - Mayor

Council to discuss, consider, and possibly take action to approve the Mayor to attend the Texas Municipal League’s Small Town Conference May 11-12 in Bastrop, Texas

Motion made by Ricky Wiggins to approve the Mayor to attend the Texas Municipal League’s Small Town Conference May 11-12 in Bastrop, Texas, 2nd by Graham McGruer, yeas 4, nay 0, absent 1, motion passes.

15. Establishment of Committee to Develop Proposed FY 2023-2024 Budget

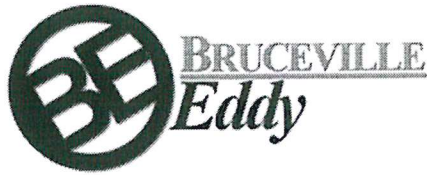
Council to discuss, consider, and possibly take action on the establishment of a committee to meet on an as needed basis to develop a proposed budget for fiscal year 2023-2024.

Motion made by Connally Bass, I move we approve the committee to develop a proposed fiscal year 2023-2024 budget consisting of the Mayor, City Administrator, City Secretary, Financial Director, Ricky Wiggins, Cecil Griffin and plus one or two citizens the committee chooses, 2nd by Graham McGruer, yeas 4, nay 0, absent 1, motion passes.

16. Sanitary Sewer System – Ordinance Authorizing Issuance of Certificates of Obligation

Council to discuss, consider, and possibly take action on ordinance 3-23-2023-2 authorizing the issuance of a combination tax and revenue certificate of obligation in a maximum principal amount of \$5,861,000 for the purpose of constructing a sanitary sewer system, including all necessary components such as a wastewater treatment plant and collection system.

Motion by Connally Bass to approve 3-23-2023-2 authorizing the issuance of a combination tax and revenue certificate of obligation in a maximum principal amount of \$5,861,000 for the purpose of constructing a sanitary sewer system, including all necessary components such as a wastewater treatment plant and collection system. 2nd by Ricky Wiggins, yeas 4, nay 0, absent 1, motion passes.



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17. Ordinance Adoption for Social Media and Technology Use Policy

Council to discuss, consider, and possibly take action on ordinance 3-23-2023-3 to adopt a social media and technology use policy; establishing rules pertaining to employees as well as elected and/or appointed public officials; excluding employees of the City of Bruceville-Eddy Police Department who are regulated through an existing policy specific to their individual employment needs.

Motion made by Graham McGruer, I move we approve ordinance 3-23-2023-3 to adopt a social media and technology use policy. 2nd by Ricky Wiggins, yeas 4, nay 0, absent, motion passes

18. Past Due Utility Accounts - Collections

Council to discuss, consider, and possibly take action to review efforts by City staff to collect certain past due utility accounts and approve the forwarding of certain past due utility accounts as well as all future past due utility accounts to our collection agency MVBA for further collection action.

Motion made by Ricky Wiggins, I make a motion we approve Item #18 as stated for the staff to collect certain past due utility accounts and approve the forwarding of certain past due utility accounts as well as all future past due utility accounts to our collection agency MVBA for further collection action. 2nd by Richard Prater, yeas 4, nay 0, absent 1, motion passes


19. Agreement for General Engineering Services

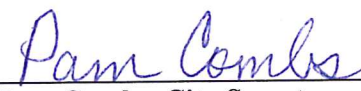
Council to discuss, consider, and possibly take action to authorize the City Administrator to enter into a general engineering services agreement with MRB Group, as revised by City Attorney.

Motion made by Connally Bass, I move we authorize the City Administrator to enter into a general engineering services agreement with MRB Group, as revised by City Attorney, which adds Section L, 2nd by Ricky Wiggins, yeas 4, nay 0, absent 1, motion passes

20. Adjournment

Motion made by Connally Bass to adjourned the meeting at 7:30 pm 2nd by Graham McGruer, yeas 4, nay 0, absent 1, motion passes


Linda Owens, Mayor
Date 4/28/23


Pam Combs, City Secretary
Date 4/28/23

