

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
August 24, 2023, 6:00 p.m.
Minutes**

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

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

Staff Present: Kent Manton- City Administrator, Pam Combs-City Secretary, Danielle McGruer, Gene Sprouse-Public Works Director, and Chief Dorsey.

2. Community Announcements

The Bruceville-Eddy food bank is needing some volunteers to help with picking up the food and hand it out to citizens.

Also, Chief Dorsey has plans to start Blue Santa. This is where they collect toys, food, and etc. to give out during Christman time.

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. **None**

4. Citizen Request for Consideration – Dorothy Coker

Council to discuss, consider, and possibly take action on a request by Mrs. Dorothy Coker to bale hay on city owned land generally located off Anna Hobbs Lane, and in-between the solar plant, for the purpose of providing hay for her neighboring cattle herd.

Motion made by Ricky Wiggins that we let Dorothy Coker bale hay on city owned land located off Anna Hobbs Ln, 2nd by Richard Prater, yeas 5, nay 0, motion passes.

5. Water Company of America Contract

Council to discuss, consider, and possibly take action on a contract with Water Company of America for the provision of services that will include data analysis and field investigation of the City of Bruceville-Eddy's water system and billing software to search for missed billing opportunities with the end goal of increasing revenue and reducing water loss.

Motion made by Ricky Wiggins, I make a motion that we send the contract from the Water Company of America to our city attorney for review and contact current and pass clients, bring back contract and findings from reference checks to the council for further consideration, 2nd by Connally Bass, yeas 5, nay 0, motion passes.



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6. **SAMCO Capital - Presentation on Municipal Debt and Financing Related Considerations**
Council to hear a presentation from Andrew Friedman, Senior Managing Director with SAMCO Capital on Municipal Debt and Financing Related Considerations.
No action taken

7. **Police Chief's Report – Chief Michael Dorsey**
Police Department Activity Report: July 1, 2023 – July 31, 2023
Calls for service: Total 147; Arrest, Offense, Incident Reports: Total 11; Crash Reports: Total 6; Crash Reports: Total 6; Citations & Warnings: total 175
Citations Total: 116; Warnings total: 59
Police Department Activity Report: July 1, 2023 – July 31, 2023
Security Checks: 167
School Zone Enforcement: 0
Neighborhood Patrol: 148
Directed Traffic Enforcement: 52

8. **Public Works Director's Report – Gene Sprouse**
Fix 9 leaks

9. **Engineering Reports**
See attachments "A"

10. **Court Administrator's Quarterly Report**
11. **City Administrator's Report – Kent Manton**
City Administrators Report: 8/24/2023

Chapter 54 Case Update

Our petition has been finalized and was on track to be submitted this past week. However, on 8/11/2023 we were informed that the property has gone under contract with a potential buyer, much to our surprise. We have consulted with the City Attorney on the matter, and he has advised us to hold off on filing the petition until we gain more information on the status of the sale to mitigate unnecessary costs to the City.

Delinquent Property Taxes

In response to a several inquiries regarding delinquent property tax accounts, I had requested a report from our engaged legal team for these matters, McCreary, Veselka, Bragg, and Allen, P.C. (MVBA).

Mr. Robert Meyers serves as our lead attorney for these matters and has created the following report for the Council's review, which has been attached to my report as 'Attachment A'.



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Overall, we have a collection rate for property taxes just below 100% and with interest and penalties applied to the past due accounts we end up collecting a bit more than was originally due in the long run.

Sewer System

Sewer: I touched base with Terri Chenoweth last on 7/27/2023. She is still expecting to get all of our submitted documentation reviewed this week or next.

Tabor and Associates submitted the signed engineering amendment to USDA on 8/1/2023. It is still under review, and we do hope to get approval soon. Johnny and his team are still working through the 600 plus connections on our system for any potential conflicts with original plan designs. Johnny is expecting finalization by 8/24/2023 and will send the documents to the City and USDA for review and in preparation to resolve the remaining issues.

We received a request for information from the TCEQ on our recently submitted wastewater discharge permit renewal. Johnny has informed me that they responded to this inquiry and has not yet heard anything back.

Staff, Council, and representatives from Lorena made our way down to Uhland, Texas earlier this month for a tour of a membrane style WWRF installed and operated by BVRT subsidiaries. The tour was very informative and showcased what a potential partnership between the City of Bruceville-Eddy and BVRT might look like. The plant services the East side of Kyle as well as Uhland via the Countyline SUD. The plant was up and running in a record pacing nine months to coincide with a desperately needed elementary school building that services the areas' exponential residential growth.

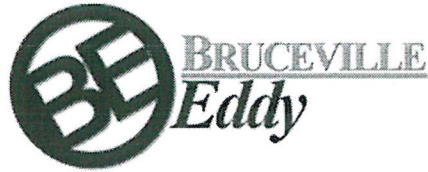
Here is a link to the Plum Creek website for more information: <https://www.plumcreekutility.com/about/>

Jeff Caldwell called this past Friday to let me know he is shooting for mid-August for the submission of the BVRT contract proposal.

Bottom-line, we are still on track for the fall bidding of the sewer system project as of today's date and we should be able to start considering the meat of BVRT's proposal within the month.

Water System

On 8/1/2023 water service was finally back up and running at the Friendly Oaks wellsite! The contractor has completed the installation of all VFDs for all pumps and only has a few more wiring tasks left to tend to. Once repairs have been completed and we receive an invoice, we will be engaging with MRB Group to perform a final inspection of the site to ensure that everything that was requested has been installed for the future protection of the well.



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The well head has already had numerous surging events that have resulted in a 'tripping event' since installation. This confirms our original theories that the distribution system was at fault for our issues. We are working with Wallace to help dial in the VFDs further.

On this note, I believe a few Council meetings back I recommended using these electrical upgrades under our CLRF grant funding to ensure we are working the process and getting our funding before it expires. After reviewing the TDEM funding manual further with Esther, we are of the belief that we need to reserve all this money for a single project to better assist with accounting and ensuring we meet all of the many requirements this funding opportunity has placed upon us.

We are still awaiting the motor to come in from Franklin before reinstalling the well head at Westridge.

Gene, Johnny G., and I attended the TCEQ Public Drinking Water Conference in Austin this month where we learned a great deal on upcoming rule changes pertaining to lead and copper as well as emergency back-up requirements for water systems. This free conference was worth every penny! Johnny and Gene both were able to earn CEUs for their water and wastewater licenses as well. We also learned about some programs offered by other organizations that can help us with system funding for aging pipes, leak detection and water loss, and asset management.

Street Repairs

After several months of making reports to TXDOT, we have finally seen some significant process to repair the reoccurring pothole on Exit 315 correctly. Whoop!

We have been searching for a contractor willing to handle the road repair on F.M. 107/3RD Street and finally received a quote from Lone Star Paving out of Belton this past week. The quote will be included on the 8/24/2023 Council Agenda for consideration. TXDOT Engineering has approved the quote specs meet their standards.

Speaking of TXDOT, we received an unexpected letter from them this past week giving us priority to purchase some of their unneeded land along I-35. This property seems all but useless for the time being, but I could potentially see it being a site for a future water or wastewater conveyance appurtenance. I contacted Tabor and Associates on the matter, and he seemed to share the opinion contingent on what the costs for the survey and closing would run.

The County is preparing another ILA for your review for the street overhaul of Hungry Hill. Justin Cross ran by again to verify the length. He did make it another point to mention that this overhaul will only be temporary in nature, likely to last a couple years. Chip sealing is only meant for normal vehicle traffic, not loaded 18-wheelers. I touched base with Helena this past week and they are still using the main gate off HWY 7 as their primary entrance for truck traffic except for afterhours deliveries/pickups. The gate has been left open some



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during the day this past month, but this has been due to a construction project they have going on at the plant.

We received another round of Rock Asphalt this past week and our guys have hit the streets to get some of our potholes filled in along Eagle, Franklin, among others that have been reported to us over the past few weeks.

Committee Updates

Infrastructure Planning Committee

No recent meetings were held. We are awaiting finalization of hydraulic model and GIS mapping as well as the feasibility study for the proposed new water well in Falls County.

Development

WBW (Fowler Land):

Ian Cochran and I touched base this week. He requested an update on the hydraulic analysis as well as the sewer project, to which I obliged. His firm is going to start the rezoning process for this piece of land to transition from the current SF-1 designation to the desired SF-3 designation which is needed for the amount of homesites they are seeking to plat on the property down the road. We are currently awaiting the zoning change application, associated fee, and pass thru fee deposit to officially begin working on this development.

CREED:

I sent an e-mail to the owners of Creed 8/7/2023 asking for an update on this development.

KBAR - Eagle Ranch:

On 8/14/2023 I received the submission of a set of ten (10) preliminary plats for the Eagle Ranch development. There was however no inclusion of a plat application or the payment of the previously due staff conference fee.

I sent a follow-up e-mail to the engineering firm and developer with instructions on their required next steps including the steps needed to get the plat to a status of 'administratively complete' to which they have completed.

We are planning for a Special Called Council meeting in mid-September for your consideration of the preliminary plat.



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BE Travel Center (Ascent):

The payment for the construction plan review was received and processed (pass thru fee) on 8/8/2023. Additionally, we received e-mails this week that seem to indicate that the developer believes they have responded to our construction plan comments, although MRB Group nor the City have received anything to date. I will be recommending that we establish another staff conference to help alleviate any communication issues we might be having.

We are still waiting on the developer/engineer to throw out some proposed dates for a potential meeting.

CEFCO:

The Mayor and I met with BEISD Superintendent Kilgore, Board President Duty, Vice President Tindell, and Board member Murrey this past Monday to discuss current development in the area and how that may impact their district. We also requested and received a warm reception for the joint promotion of Savvy Citizen to begin the new school year. We have dropped off enough flyers for all students to have a handout included in their welcome packets.

Our main topic of the day was of course Miracle Lane and the pending CEFCO project. We gave them our best pitch and asked them to reconsider letting CEFCO use the road. It is still my opinion that this project will benefit all parties today, and into the future. They are open to continuing discussions and have given the go ahead to set up a meeting later this month that will include the City, ISD, and representatives from CEFCO.

FM Land Holdings

Trenton Horter, FM Land Holdings, LLC's owner reached out 8/1/2023 for an update on our hydraulic study. He is anticipating our infrastructure upgrades in Falls County and is still actively requesting that his land be in consideration for any upgrade plans that we make for the area.

RV Park – Hodge Road

The property owners of 199 Hodge Road are starting to lay the groundwork for the establishment of an RV Park. They have received an engineer approved water meter feasibility study for their request that requires a 3" meter installation. Pam is currently in talks with the owner, and they have informed us that they are planning for approximately 60 pad sites to go up in phases beginning at some point in 2024.



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Deer Creek MUD

We are actively working to set up a second meeting to discuss some of the initial engineering calculations and estimates that were created for the MUD by their engineering firm and how that might play into our long-term planning.

Joe Birdwell has informed me however, that while they remain committed to working with the City on potential infrastructure partnerships, they have made the decision to move forward with applying for a discharge permit for wastewater with the TCEQ.

12. Consent Agenda

All items listed on the consent agenda will be considered by the City Council and will be enacted on by one motion. There will be no separate discussion of these items unless a Councilmember or a member of the public so requests.

A. Approval of Minutes

Council to discuss, consider, and possibly take action to approve the minutes from the July 27, 2023 City Council Meeting.

B. Finances – July 2023

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

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

C. Commercial Meter Purchase

Council to discuss, consider, and possibly take action to approve the purchase of a three-inch commercial meter to be installed for Mr. Hunter Mueller at 199 Hodge Road Eddy, Texas 76524, as advised by our engineering firm in the amount of \$2,815.00.

D. Donation Acceptance

Council to discuss, consider, and possibly take action to approve the acceptance of a \$5.00 donation to the City of Bruceville-Eddy utility relief fund by an anonymous donor.

Motion made by Connally Bass to approve consent agenda items A, B (i) (ii), C, and D, 2nd by Richard Prater, yeas 5, nay 0, motion passes.

Council meeting adjourned at 7:36 pm and public hearing in session at 7:36 pm

13. Public Hearing – Texas Municipal Retirement System Plan Change

Council to hear public comments on a proposed change to the City's retirement system plan to reduce retirement eligibility from 25 years of service at any age to 20 years of service at any age.



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14. Close Public Hearing – Texas Municipal Retirement System Plan Change

Public Hearing adjourned at 7:36 pm and Council meeting back into session at 7:36 pm

15. Texas Municipal Retirement System Plan Change

Council to discuss, consider, and possibly take action on ordinance 8-24-2023-2; adopting a change for the City's retirement system plan that will reduce the retirement eligibility for employees from 25 years of service at any age to 20 years of service at any age.

Motion made by Ricky Wiggins to approve ordinance 8-24-2023-2, 2nd by Connally Bass, yeas 5, nay 0, motion passes.

16. Road Repair – 3rd Street

Council to discuss, consider, and possibly take action on the estimate necessary to repair 3rd Street (FM 107) located generally at the interception of Temple Street by Lone Star Paving in an amount not to exceed \$5,000 using monies in the FY 2023-2024 budget, work to be authorized and executed after October 1st, 2023.

Motion made by Ricky Wiggins, I make a motion we have Temple Street/3rd St (FM 107) repaired by Lone Star Paving not to exceed \$5000.00 using monies in the FY 2023-2024 budget, work to be authorized and executed after October 1st, 2023. 2nd by Graham McGruer, yeas 5, nay 0, motion passes

17. Repeal of Minor Curfew Ordinance

Council to discuss, consider, and possibly take action on ordinance 8-24-2023-1; repealing the curfew for minors established in Chapter 8, Article 8.02 of the City of Bruceville-Eddy Code of Ordinances

Motion made by Connally Bass, I move we approve to repeal Chapter 8, Article 8.02 of the City of Bruceville-Eddy Code of Ordinances and this is a curfew for minors, 2nd by Graham McGruer, yeas 5, nay 0, motion passes.

18. Interlocal Agreement for Street Repairs

Council to discuss, consider, and possibly take action to approve the City Administrator to enter into an interlocal cooperative agreement with McLennan County for the purpose of authorizing McLennan County Precinct 1 – Road and Bridge crews to reclaim, setup, prime, and chip seal named streets in an estimated amount of \$3,600, as approved in the FY 2022-2023 adopted budget.

Motion made by Connally Bass, I move that we approve the City Administrator to enter into an interlocal agreement with McLennan County for the purpose of authorizing McLennan County Precinct 1 – Road and Bridge crews to reclaim, setup, prime, and chip seal Hungry Hill Rd approximately 575 ft, for up to \$3,600, as approved in the FY 2022-2023 adopted budget. 2nd by Cecil Griffin, yeas 5, nay 0, motion passes.

Council Meeting adjourned at 7:50 pm and Public Hearing in session at 7:50 pm

19. Public Hearing – Drought Contingency Plan

Council to hear public comments on the City's current drought contingency plan.

James Tolbert spoke regarding drought



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20. Close Public Hearing – Drought Contingency Plan

Public Hearing adjourned at 8:05 pm, Council meeting back in session at 8:06 pm

21. Drought Contingency Plan Changes

Council to discuss, consider, and possibly take action on changes to the current City of Bruceville-Eddy municipal water system drought contingency plan.

Motion by Ricky Wiggins for the city administrator to research this and come back to the council with some updates for the contingency plan, omitting the hose end sprinklers from being prohibited to use, 2nd by Richard Prater, yeas 5, nay 0, motion passes.


22. Land Acquisition – State of Texas Owned Property

Council to discuss, consider, and possibly take action on the potential sale of State-Owned Property that has been offered to the City after being designated by TXDOT as no longer needed for State highway purposes.

Motion made by Cecil Griffin to let Tx Dot know we are interested in the property, 2nd by Richard Prater, yeas 5, nay 0, motion passes

23. Adjournment

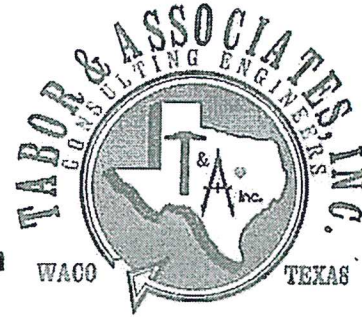
Motion made by Richard Prater to adjourned the meeting at 8:24 pm, 2nd by Connally Bass, yeas 5, nay 0, motion passes

 9/28/23
Linda Owens, Mayor Date

 9/28/23
Pam Combs, City Secretary Date

**City of Bruceville-Eddy
Engineer's Report on New Wastewater System**

Prepared on 7-20-2023



1. USDA Rural Development – New Wastewater System:

General Information:

The City and our office received an email from Terri Chenoweth (USDA RD) on July 10 that stated the BABA requirements could be waived for this project if any additional funding that may be required from USDA RD is secured by June 20, 2024. This means any additional required funding cannot be determined until construction bids are received. The project should be bid by the end of this year to possibly have opportunity for USDA RD grant funds and to meet the waiver requirements.

City Certification of Sewer Service Connections:

As we reported to the City Council last month, one of the USDA RD requirements (per USDA RD meeting of May 25) is City certification of the number of customer sewer connections before bidding the project.

Tabor & Associates, Inc. received on June 22 the City's list of 622 customer connections.

To date, we have:

- a. Verified all 622 properties using McLennan County Appraisal District
- b. Located the proposed sewer service for each property on the Customer Sewer Lines construction plans (68 plan sheets)
- c. Identified 72 customer sewer connections conflicts

Our office will proceed with resolution to the 72 conflicts which will include mapping, field survey reconnaissance and redesigns. We will submit an amendment to the Engineering Agreement to the City after draft review by USDA RD.

2. TCEQ Discharge Permit Renewal:

The City received a letter dated June 21 from TCEQ declaring the Discharge Permit administratively complete. The letter also included instructions for the City to publish the required Notice of Receipt of Application and Intent to Obtain Permit.

July 20, 2023

City of Bruceville-Eddy
Mr. Kent Manton,
144 Wilcox Drive,
Eddy, Texas 76524

RE: CITY OF BRUCEVILLE-EDDY Monthly Engineering Status Report

Mr. Kent Manton,

MRB Group is pleased to provide to the City the following Items in regards to the Monthly Engineering Report. This report includes Engineering Tasks from June 16, through July 20th, 2023.

DEVELOPMENT REVIEW

1. Rajan Plaza / Travel Center – The review and comment creation for this project is complete. A comprehensive list of comments was forwarded to RSK Engineering by City staff. The developer requested a meeting with staff and MRB to discuss comments and develop path forward. The developer has not yet contacted MRB as of the date of this letter.

2. Shady Shores Estates Addition, Lot 102 – We completed our review and developed comments for this development on July 19, 2023. It was unclear as to the developer submitting plat as a Preliminary Plat or Replat. The validity of the comments is dependent upon the plat submission status.

WATER METER FEASIBILITY

1. Mr. Mark Mclean – Under Review. We received this request on May 17, 2023. We are planning to address this request after the initial water distribution model creation.

2. Medrano Horseshoe Bend – Meter feasibility. We completed the meter feasibility on June 16, 2023. In summary, we did not recommend approval of the proposed meter without system improvements. The denial was based on inadequate main diameter to support existing customers connected to the main. The customer requested that we provide an Engineering Cost Estimate for the recommended improvements. MRB visited the site on July, 19 2023 to review the meter location and to determine a

conceptual route and necessary system upgrades to support the proposed meter. The cost estimate is under development and will be forward to City as soon as possible.

3. Kraig Fields – Meter Feasibility. We completed this analysis on June 16, 2023. The proposed meter will be connected to an existing 4" main. The existing main contains adequate pressure and capacity to support this residential meter. We recommended approval of this meter installation.

4. Valerie Dawson – Meter Feasibility. We completed this analysis July 19, 2023. The proposed meter will connect to an existing 6" main. The existing main contains adequate pressure and capacity to support this residential meter. We recommended approval of this meter installation.

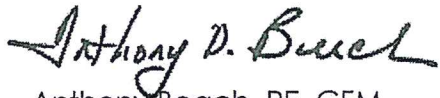
GENERAL DISCUSSION ITEMS

1. The GIS/ Water Model Contract was approved and is underway. We anticipate that the new online GIS will be available for staff access review on August 02, 2023. The new water distribution model is under development. We estimate that the model is approximately 30% complete and we are anticipating completion in late August of 2023 a few months ahead of schedule. We understand that the City wishes to focus our efforts on recommending improvements for the low-pressure areas within Falls County. We will determine / verify the needed improvements from the completed model. We will prepare exhibits for the improvements and develop associated cost estimates as part of this project.

2. New Water Well: MRB performed a site visit on June 23, 2023 to evaluate (3) potential well sites. We were accompanied by City staff to all three sites. MRB eliminated one of the sites due to floodplain and drainage issues. MRB contacted a hydro-geologist and has requested a Preliminary Hydro-Geology proposal to evaluate the remaining (2) potential well sites. The hydro-geologist proposal will be forwarded to City for approval prior to authorizing investigation. The next steps include selecting final site, and approving a MRB proposal to move forward with final design. We anticipate 18-month project timeline from design authorization to production of new well water.

If you have any questions, please feel free to contact me.

Sincerely,



Anthony Beach, PE, CFM
Sr. Project Manager
Anthony.Beach@mrbgroupp.com
Cell: (254) 721-3349



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Sign in Sheet
Regular Council Meeting
August 24, 2023, 6:00 pm

Name

Address

Dottie Coker

843 W. 3rd

Brian Madison

Lee Brown Dr.

Shane Swartz

WCA - Houston

Rick & Cindy Edmiston

EDDY, TX

Cherie McGrue

915 Old Moody Rd

Colton Smith

215 Henry Hill

Laura McBeth

604 Eagle Dr