



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
October 26, 2023, 6:00 p.m.
Minutes**

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

Councilmembers present: Cecil Griffin, Richard Prater, Graham McGruer, and Ricky Wiggins.

Absent: Connally Bass-Mayor Pro-tem

Staff Present: Kent Manton-City Administrator, Pam Combs-City Secretary, Danielle McGruer-Court Clerk, Gene Sprouse-Public Work Director, Thomas Arnold-Code Enforcement, and Chief Dorsey. Also, Tony Beach, MRB-city engineer

2. Community Announcements

November 23, 2023 Council Meeting has been cancelled and a Special Called Council Meeting has been scheduled for November 15, 2023, 6:00 pm.

Trunk or Treat: Mrs. Haven's Childcare Center, 310 W. 3rd St, 6-8:00 pm and B-E United Methodist Church, 6:30; Haunted Houses: Coffee Shop on 3rd St starts at 4:00pm and also one at Linda Owens on W 3rd St

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. McLennan CAD - Resolution Approving Building Renovations

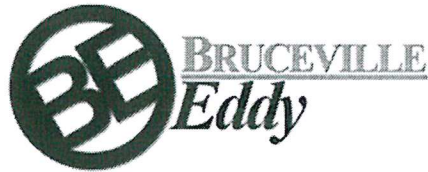
Council to discuss, consider, and possibly take action on resolution 10-26-2023-1; approving the renovation, construction, and financing of an addition to the McLennan Central Appraisal Office. Jim Halbert

Motion made by Ricky Wiggins to approve resolution 10-26-2023-1 approving the renovation, construction, and financing of an addition to the McLennan Central Appraisal Office. 2nd by Richard Prater, yeas 4, nay 0, absent 1 motion passes.

Regular City Council Meeting adjourned and Public Hearing in session at 6.21 pm

5. Public Hearing – Conditional Use Permit Application for 316 Market Street

Council to hear public comments pertaining to a requested conditional use permit for a modular home to be installed at 316 Market Street Eddy, Texas 76524, Mrs. Clark's Addition, a property currently zoned for single family residential dwellings.



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The public hearing is open to any interested persons with opinions, objections, and/or comments related to this matter. Comments related to this matter may only be expressed via mail, e-mail or, by appearing in person. Another person or attorney may also represent you.

**6. Close Public Hearing – Conditional Use Permit Application for 316 Market Street
Public Hearing adjourned and Regular City Council meeting in session at 6:24 pm**

7. Conditional Use Permit (Modular Home) – 316 Market Street

Council to discuss, consider, and possibly take action on a request by Augustine Landess and Valerie Landess for a conditional use permit for a modular home to be installed at 316 Market Street, Mrs. Clark's Addition, a property currently zoned for single family residential dwellings.

Motion made by Richard Prater to approve a conditional use permit for a modular home to be installed at 316 Market Street 2nd by Cecil Griffin, yeas 4, nay 0, absent 1, motion passes.

8. 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.

Motion made by Ricky Wiggins we authorize the city administrator to approve the updated quote from Jerguson Pump in the amount \$5000.00 for the pulling of the pump and motor for evaluation and camera inspection of the well casing, furthermore approve the city administrator to enter into a proposal with SKE engineering for an electrically system evaluation with an hourly rate not to exceed in the amount of \$10,000.00 for the Friendly Oaks well site.2nd by Graham McGruer, yeas 4, nay 0, absent 1, motion passes

9. B-EVFRD Fire Chief's End of Year Report - Ron Engelke

10. Police Chief's Report – Chief Michael Dorsey

**Police Department Report for September 2023: Calls for Service: Total 132; Arrest, Offense, Incident Reports: Total 13; Crash Reports: Total 6; Citations and Warnings: Total 114
Citations Total: 49 and Warnings Total: 65**

Police Department Activity Report for September 2023

Security Checks: 167; School Zone Enforcement: 46; Neighborhood Patrol: 34; Directed Traffic Enforcement: 62

**SRO Report for September 2023: Calls for Service: 2; Security Checks: 120; Citations & Warnings: 1
Citations/ 18 Warnings; Arrests: 0; K-9 Check: 1**

11. Public Works Director's Report – Gene Sprouse

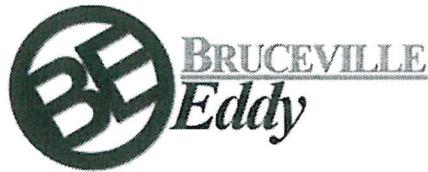
Fixed 24 leaks

12. Engineering Reports

See Item "A" attached

13. Community Development Report – Thomas Arnold

September 2023 Report: 55 Active, 13 closed, 25 new, total 67 currently active cases.



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14. City Administrator's Report – Kent Manton **City Administrators Report: 10/26/2023**

Animal Control Services

Mayor Owens and our Animal Control Officer will be offering no cost microchipping of pets starting in the month of November. Microchipping is required by our ordinances, but unfortunately most stray animals found in the Bruceville-Eddy area do not have them. This makes the task of reunification with owners almost impossible.

This service will be offered by appointment only.

Audit for FY 2022-2023

We have touched base with BGFN regarding the audit and preparation of the financial statements for FY 2022-2023. Adam Haberer plans on starting his review the week of November the 6th and will begin by gathering initial documents from us. Just a heads up, Council will likely receive a questionnaire in the mail from our auditing firm sometime during the month of November with a that will need to be returned.

2024 Total Solar Eclipse

Mayor Owens, Chief Dorsey and I attended a joint planning meeting for the April 8th, 2024 total solar eclipse at the Waco-McLennan County Emergency Operations Center on the 18th of October. This initial meeting really drove home the need to begin some basic planning for the event here at the local level. Estimates based on similar events indicate a mass influx of tourists to the area that could potentially increase our population fivefold for the weekend leading up to the event.

I will be roping this topic into our infrastructure planning committee conversations. I will also be reaching out to the Assistant Emergency Management Coordinator to see if he can present on this topic at one of our upcoming meetings.

Municipal Court

On September 25th, 2023 the City of Bruceville-Eddy was awarded a certification of appreciation from the Texas Municipal Courts Education Center for efforts over the past year to bolster safe driving practices. Kudos to Esther and Danielle for their work initiating public outreach activities towards improving traffic safety in our city.

Our Court Clerk, Danielle McGruer, has submitted her resignation with a last day of 10/27/2023. Danielle has been a very productive and engaging member of the Bruceville-Eddy team. As an active citizen of Bruceville-Eddy, we know our paths will continue to cross regularly, but please make it a point to wish her well in her new endeavors!



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Sewer System

On 9/29/2023 we received a follow-up response from Terri Chenoweth from our 9/21/2023 meeting that gave Tabor and Associates further direction on how to proceed with remaining sewer design conflicts based off advice from USDA State Engineering Office.

Chris Hill and Pam Combs worked through a good deal of the remaining issues and had some good back and forth discussions. I also assisted in the review of the list and sent over our comments with just a handful that needed to be resolved on the ninth.

On 10/17/2023 The Mayor, Pam, and I attended a remote meeting with both Johnny and Chris where we finalized all but a couple of the connections that would be included in the final sewer design. Tabor and Associates are now working to finalize plans and will be visiting a couple of properties to verify some facts needed for the design.

At this meeting we also inquired about Union Pacific railroad boring permits. We have been informed that Union Pacific has been made aware that this project is funded by USDA Rural Development and the funds have yet to be distributed. Extension agreements for these have been provided by Tabor and Associates and are included on this month's consent agenda for approval.

On 9/29/2023, we also received the draft discharge permit renewal from the TCEQ. Approval was granted from Tabor and Associates on 10/4/2023 and on 10/16/2023 we received a combined notice of receipt of application and intent to obtain water quality permit from TCEQ. I have forwarded this information over to Tabor and Associates for further evaluation and they have given me the go ahead to proceed with the next public notice step in this process.

On a separate note, Jeff with BVRT reached out approximately two weeks ago with some questions on our rate structure and mentioned some of the different options they are considering moving forward with in their agreement proposal. I provided them with documentation and direction and requested a video conference to discuss further.

IMPORTANT UPDATE: On 10/18/2023 we had a phone call with Tabor and Associates to discuss proposed dates for bidding of the sewer project. I also spoke with Terri Chenoweth at USDA, and they will be finalizing our approval to go out to bid within the coming days. She stated that all our previously submitted documentation was good to go. We are shooting for a date of December 19th, 2023 to open the sealed bids, with advertising kicking off in November via a statewide bidding announcement system.



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Water System

Friendly Oaks

Trey Taylor, the Operations Manager for MRB Group swung by on 9/22/2023 to inspect the work. He noted that the test wells had not been installed. I reached back out to Wallace Electric and they promptly made the installations. Photos of the work were sent to MRB Group for signoff. The invoice has now been paid.

Unfortunately, this well went back down again on 10/13/2023 due to what appears to be the same unbalanced electrical issues we have been experiencing since December of 2022. The well has only been back in operation since August. Both HOT CO-OP and Wallace Electric were called to the scene on this same date to diagnosis the issue. Wallace is prioritizing the voltage meter for the site, and is scheduled to install on 10/20/2023 to assist us in our data collection of fluctuations at the site.

I discussed this issue with MRB Group this week and they will be passing off their contract electrical engineer so we can set up a date to dig into the issue. Here is what we will be asking for to start off with:

- What is causing these failures?
- What specifically caused the failure this go round?
 - Equipment undersized, failure of equipment, failure to properly install electrical upgrades, staff training issue, not enough protection installed, etc.?
- Recommendations along with a full report to Council on what needs to be done to correct this issue and protect all our equipment going forward.

We are scheduled to meet with Kanetzky Engineering at 9 a.m. on Tuesday the 24th.

I have requested MRB's attendance at the 10/26/2023 meeting to better help explain the issues we are facing along with the path forward.

On the same thread, we were informed that the City of Woodway also lost a well on 10/18/2023 due to similar electrical issues. They are planning on engaging with an electrical engineer as well.

Alliance Electric is still working on installing the Sensaphone. They will holdoff for the time being as we work to diagnosis the electrical issues on-site.

Westridge

On 10/9/2023 the well was reset at the Westridge site except for a connection to the power grid. We were planning on getting a proposal for electrical upgrades to this site, but will move our priorities back to Friendly Oaks due to the pumping capacity differences between these two sites.



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Water Company of America

The contract with Water Company of America is still under review by our City Attorney.

Violation Notice

On 10/17/2023 we received an initial notice letter from the Texas Railroad Commission alleging three violations to TAC 16 along with penalties stemming from a gas line incident that occurred in July of 2022. We are in conversation with the agency on this issue. More information forthcoming.

New Water Well Feasibility Study

MRB is currently working on the well feasibility project authorized by City Council at the last regular meeting.

Ron Perrin Tank Cleaning

On 10/9/2023 crews from Ron Perrin performed the Council approved tank cleaning at Bethany Pump Station.

Quote for Painting Water Tower

We received the first quote on an exterior paint job of Westridge EST. The vendor also recommended an interior refurbish. The cost of this project goes well over our established budget for the year, and if we are focusing our efforts currently on upgrades in Falls County, this will be something we want to bring into discussions as we plan for FY 2024-2025.

Committee Updates

Infrastructure Planning Committee

A meeting is currently being planned for the first part of November.

MCAD Update

At our last Council meeting Mr. Daren Weaver was nominated to serve on the McLennan Central Appraisal District Board of Directors. After further inquiry, it was determined that Mr. Weaver resides in Falls County and is ineligible to serve on the MCAD Board.

Development

Commercial Activity

No additional updates to provide at this time on the new day care or new tenant for the now vacant Kissing Tree Winery location.

WBW (Fowler Land):



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Ian and I touched base this past week on their project. He and his team are going to be discussing their options to move forward internally and will get back with us at a later date.

KBAR - Eagle Ranch:

Clark and Associates dropped off preliminary plats for the Eagle Ranch subdivision on 8/14/2023. A plat along with a drainage plan has been provided to the Mayor and each Councilmember.

MRB group completed their review of the plats on 8/28/2023. Comments were then sent back over to KBAR for corrections along with a request for additional information.

On 9/6/2023 MRB Group Engineers visited the site to take a firsthand look at some of the current drainage improvements in the area and how these will tie into the proposed subdivision. Both Anthony Beach and Lee Lingenfelter (the reviewing engineer on this project) are taking these findings into consideration and will make themselves available when the plat comes before Council for any questions.

On 9/12/2023, we received returned comments and revisions from the developer and forwarded these to MRB Group for further review.

On 9/27/2023 MRB completed their second review of the preliminary plat based off the additional information that was provided from Kbar. The comments address drainage considerations at length. Comments were forwarded to the developer promptly for resolution. Kbar reached out on 10/15/2023 with some questions regarding our new 'pass thru' fee ordinance and how billing was working to which we have replied. At this time, their engineering team is in contact with MRB Group getting specific questions addressed.

We are still awaiting the submission of the probable deed restrictions for review.

BE Travel Center (Ascent):

RSK Engineering submitted revised construction plans for Ascent Travel Center on 10/4/2023. After a brief touch base with the firm, plans were subsequently submitted to MRB Group for review.

Plans are still being reviewed as of this update.

CEFCO:

CEFCO and BEISD are now beginning the process of working out a joint access agreement for the use of Miracle Lane.

FM Land Holdings

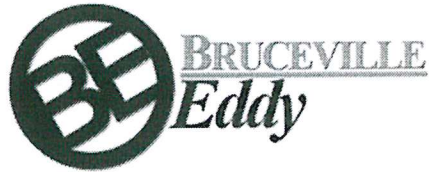
I provided an update with some of the basic information from the water model earlier this month. They are looking forward to continued discussions in the future.

RV Park – Hodge Road

No additional updates to provide at this time.

Deer Creek MUD

No additional updates to provide at this time.



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15. 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 September 28, 2023 Regular City Council Meeting and October 12, 2023 Special Called City Council Meeting.

B. Finances – September 2023

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

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

C. Approval of Amendments to the Fiscal Year 2022-2023 Annual Budget

Council to discuss, consider, and possibly take action to approve amendments to the FY 2023-2024 annual budget.

D. Acceptance of the 2023 Certified Tax Rolls

Council to discuss, consider, and possibly take action to accept the 2023 certified tax rolls as approved by the McLennan and Falls County Appraisal Districts.

E. Donation Acceptance

Council to discuss, consider, and possibly take action to approve the acceptance of a \$10.00 donation to the City of Bruceville-Eddy general fund by Mr. Colton Smith.

F. Agreement Extensions

Council to discuss, consider, and possibly take action to approve the City Administrator to enter into extension agreements with Union Pacific Railroad Company for five railroad crossings for sanitary sewage conveyance pipelines commencing October 18, 2023 and continuing through October 18, 2024 in a total amount of \$2,500.

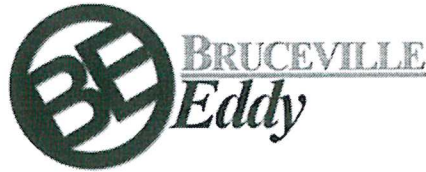
Remove Items B(i)(ii), C, and E for more discussion.

Motion made by Graham McGruer to approve Items A, D, and F on the consent agenda, 2nd by Richard Prater, yeas 4, nay 0, absent 1, motion passes

Items Pulled from Consent Agenda for discussion

B. Finances – September 2023

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

Motion made by Ricky Wiggins approve the September 2023 financial reports for the general, water, and sewer fund accounts and also the accounts payable for the general, water, and sewer fund accounts for September 2023 with the understanding going forward with any withdrawals of a large sum of money from one of our reserve accounts that we have a notation on it and on the year end statement we have a total amount withdrawn from our reserve accounts, 2nd by Graham McGruer, yeas 4, nay 0, absent 1, motion passes.

C. Approval of Amendments to the Fiscal Year 2022-2023 Annual Budget

Council to discuss, consider, and possibly take action to approve amendments to the FY 2023-2024 annual budget.

Motion by Graham McGruer I move we approve the amendments to FY 2022-2023 with the corrections, 2nd by Ricky Wiggins, yeas 4, nay 0, absent 1, motion passes.

E. Donation Acceptance

Council to discuss, consider, and possibly take action to approve the acceptance of a \$10.00 donation to the City of Bruceville-Eddy general fund by Mr. Colton Smith.

Motion made by Richard Prater that we decline the donation, 2nd by Cecil Griffin, yeas 3, nay 1, absent 1, motion passes

16. Resolution Recognizing Municipal Court Week

Council to discuss, consider, and possibly take action on resolution 10-26-2023-2; recognizing the importance of municipal courts, the rule of law, and the fair and impartial administration of justice.

Motion made by Ricky Wiggins I approve resolution 10-26-2023-2; recognizing the importance of municipal courts, the rule of law, and the fair and impartial administration of justice, 2nd by Cecil Griffin, yeas 4, nay 0, absent 1, motion passes.

17. Bruceville-Eddy EDC - Resolution Appointing Initial Board of Directors

Council to discuss, consider, and possibly take action on resolution 10-26-2023-3; appointing the initial Board of Directors to the Bruceville-Eddy Economic Development Corporation; amending the Certificate of Formation of the corporation by the addition of those same appointees.

Motion made by Richard Prater to approve resolution 10-26-2023-3; appointing the initial Board of Directors to the Bruceville-Eddy Economic Development Corporation; amending the Certificate of Formation of the corporation by the addition of those same appointees, 2nd by Cecil Griffin, yeas 4, nay 0, absent 1, motion passes.

Board of Directors to the Bruceville-Eddy EDC:

Seat 1-James Tolbert, Seat 2-Colton Smith, Seat 3-C. W. Whorton, Seat 4-Anthony Duty, Seat 5-Patsy Duty, Seat 6-Kent Manton, Seat 7 will be picked at the next council meeting

Meeting adjourned for a break at: 8:30 pm, meeting back into session at 8:34 pm



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18. Establishment of Street Repair Committee

Council to discuss, consider, and possibly take action on the establishment of an ad-hoc Street Repair Steering Committee for a period not to exceed six months of service.

Motion made by Richard Prater to take action on the establishment of an ad-hoc Street Repair Steering Committee for a period not to exceed six months of service. 2nd by Graham McGruer, yeas 4, nay 0, absent 1, motion passes. Names appointed to the Street Repair Committee: Mayor Linda Owens, Council member: Ricky Wiggins and Richard Prater, Kent Manton-City Administrator, Gene Sprouse-Public Works Director, Esther Moreno-Finance Director, Colton Smith, Daren Weaver, and Ruby "Gayle" Pyle.

19. Equipment Purchase – Vacuum Excavation Trailer Unit

At the recommendation of the Budget Committee, Council to discuss, consider, and possibly take action to approve the City Administrator to purchase a vacuum excavation trailer unit, including freight and initial setup fees, from Vermeer in an amount not to exceed \$75,000.00 using monies in the FY 2023-2024 budget, primarily budget line-item number 50-00-6608 of the Water Fund.

Motion made by Richard Prater to approve the City Administrator to purchase a vacuum excavation trailer unit, including freight and initial setup fees, from Vermeer in an amount not to exceed \$75,000.00 using monies in the FY 2023-2024 budget, primarily budget line-item number 50-00-6608 of the Water Fund. 2nd by Cecil Griffin, yeas 4, nay 0, absent 1, motion passes.

20. Discussion and Consideration of Ordinance Amendment – Animals Other Than Dogs and Cats

Council to discuss, consider, and possibly take action to provide staff with further direction on the amendment of the code of ordinances and/or policy changes relating to our animal control ordinance.

No action taken

21. Cast Ballots for Candidates to the McLennan Central Appraisal District Board of Directors

Council to discuss, consider, and possibly take action on resolution 10-26-2023-4; castings vote for candidates to the McLennan Central Appraisal District Board of Directors.

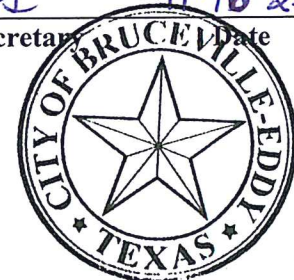
Motion made by Ricky Wiggins to approve resolution 10-26-2023-4; casting ballot for Jonathan Green, Jim Holmes, Dwain Moss, and Mildred Watkins. 2nd by Richard Prater yeas 4, nay 0, absent 1, motion passes.

22. Adjournment

Motion made by Richard Prater to adjourn the meeting at 9:10 pm, 2nd by Graham McGruer, yeas 4 nay 0, absent 1, motion passes


Linda Owens, Mayor
Date 11/16/23


Pam Combs, City Secretary
Date 11-16-23





October 19, 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 September 23 through October 19, 2023.

DEVELOPMENT REVIEW

1. Rajan Plaza / Ascent Travel Center –MRB has received re-submitted plan set from RSK. RSK is the developer's designated Engineer. We plan to complete the review of this submittal by October 27, 2023.

2. Eagle Ranch –MRB completed plat review the week of September 25. The Developer's Engineers has repeatable called and emailed MRB to discuss the proposed comments. MRB has responded to the applicant to re-submit plans based upon the latest round of comments and MRB will proceed with final review and comments.

WATER METER FEASIBILITY

MRB provided meter feasibility studies for (5) residential meters. All five of the meter request were approved, however one of the meter feasibilities had access to both a 2" and 8" distribution main. The feasibility for this meter included specific instructions to connect to the existing 8" main.

GENERAL DISCUSSION ITEMS

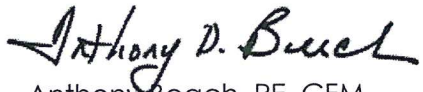
1. Water System Improvements for Falls County: The proposed Phase 1 distribution improvements were presented to council on October 12, 2023. The project shall construct a 6" water main or larger. The project is located on FM 1237 from County Road 440 north for approximately 10,650 LF. MRB is in the process of developing an Engineering Proposal for the Phase 1 improvements.

2. New Water Well: A MRB proposal to prepare a Hydro-Geology study was approved by council. MRB has contracted with LRE a hydrogeologist firm to study each of the proposed (3) well sites and recommend best location in regards to groundwater availability and to minimize well drawdown.

3. Deer Creek MUD: No update this period. MRB is ready for next steps as per City & Developer.

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

Sincerely,



Anthony Beach, PE, CFM
Project Manager
abeach@mrbgroup.com



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

Prepared on 10-19-2023

1. USDA Rural Development – New Wastewater System:

We have worked with the City to resolve the 72 sewer tap conflicts.

After discussing bid advertisement and bid dates with Kent, Pam, and Terri Chenoweth of USDA RD, we propose the following schedule for bidding the New Sewer System (5 projects):

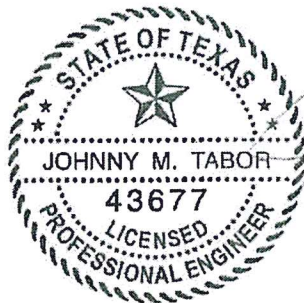
Advertise for Bids in Waco Tribune Herald and Civcast: November 21, 2023 and November 28, 2023

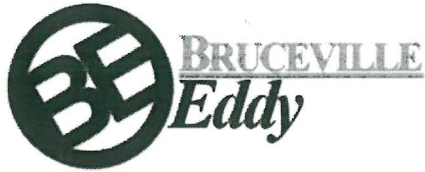
Open Bids: Tuesday, December 19, 2023 - 11:00 a.m. (location will be determined by City of Bruceville-Eddy prior to advertisement).

We are now waiting on USDA RD determination if additional plan review is required and approval of bidding schedule.

2. TCEQ Discharge Permit Renewal:

The City received the draft TCEQ Discharge Permit renewal and the final notice (NORI) to publish in the newspaper.





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Sign in Sheet
Regular City Council Meeting
October 26, 2023, 6:00 pm

Name

Address

Cherie McGruer

915 Old Moody Rd

Colton Smith

215 Hungry Hill

Gindy Edmiston

Rich Edmiston

Jim Habert

35 S. Le th waco, TX

Sayo McElwhine

604 Eagle Dr

Gus and Valerie Landless

316 Market St

Dale Rugh

239 Anna Hobbs Rd