

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
September 28, 2023, 6:00 p.m.
Minutes**

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

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

Staff Present: Kent Manton-City Administrator, Pam Combs-City Secretary, Daniella McGruer-Court Clerk, Chief Dorsey, Thomas Arnold-Code Enforcement, Gene Sprouse-Public Works Director, Stg. Martinez and Officer Steiner

2. Community Announcements

Community Night out Saturday, September 30th from 6:00 pm thru 8:00 pm

City Offices will be close Monday, October 9, 2023

Special Called meeting October 12th, 2023, 6:00pm

B-E VFD Annual Fish Fry , October 14, 2023 11:00 am until gone

Meet the candidates October 19th, 2023 at 6:00pm

Toys for Blue Santa for children 12 and under, new unwrap toys, Saturday, December 23rd 6:00-9:00pm

Eddy United Methodist Church will be having a truck treat on October 31st, 2023

Personal Active Shooter Program, October 21st, 2023 at 2:00 pm

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. Police Chief's Report – Chief Michael Dorsey

Calls for Service: Total 136; Arrest, Offense, Incident Reports: Total 12; Crash Reports: Total 3; Citations & Warnings: Total 126;

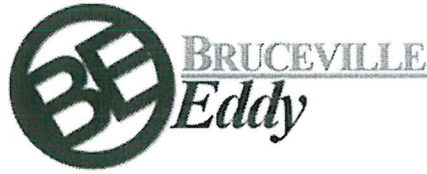
Citations Total: 63; Warnings Total: 63

Police Sept Activity Report: August 1st-31st, 2023

Security Checks: 162; School Zone Enforcement: 12; Neighborhood Patrol: 34; Directed Traffic Enforcement: 16

School Resource Officer Activity Report: August 16th-31st, 2023

Calls for Service: 2 (no reports); Security Checks: 120; Citations & Warnings: 1 Citations/0 Warnings; Arrests: 0



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5. Oath of Office – Chief Michael Dorsey

Chief Michael Dorsey will formally administer the Oath of Office to our newest School Resource Officer, Jaycee Steiner.

6. Public Works Director’s Report – Gene Sprouse

Month of August 2023 fixed 13 leaks, did street repair and trim trees

7. Engineering Reports- See attachment “A”

8. Community Development Report – Thomas Arnold

9. City Administrator’s Report – Kent Manton

City Administrators Report: 9/28/2023

Tax Rate

At the request of a citizen and Councilmember, I have begun researching the possible financial repercussions associated with offering our citizens an increased homestead exemption. Currently, The City of Bruceville-Eddy offers those over 65 with a \$10,000 exemption. No exemptions are currently offered for homeowners under the age of 65.

Sewer System

We have been touching base with USDA weekly since the end of August and I have been assured that all of our current documentation is under active review.

On Monday September 18th, USDA approved the engineering agreement amendment (Number 3) between the City and Tabor & Associates that was approved by Council on August 1st, 2023.

We had a joint meeting between USDA and Tabor and Associates the morning of 9/21/2023 to discuss engineering design issues with some of the connections to the sewer system. While we were able to get further direction on a good deal of the conflicts, some will require a more in-depth engineering look. Terri is working to set up a meeting with the USDA state office engineering team to get answers to the outstanding questions presented by our Engineer.

BVRT submitted their initial and draft agreement a few weeks ago to which I promptly reviewed and added comments before forwarding to MFM for priority analysis. I then had a phone call with Brad Bullock and Art Rodriguez to discuss the city’s needs and considerations. Art has extensive experience in water and wastewater legal work and he will be personally reviewing the agreement. The financial components of the agreement are still being finalized by BVRT staff. I followed up with Jeff on the matter and he pushed their



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expected timeframe for these documents to the end of September. Jeff has reiterated that everything is open for negotiation at this point.

I also heard from Dan Plietz our bond counsel this past month and I updated him on the status of the sewer project. He is of the opinion that we may want to start considering moving forward with the execution of the certificates of obligation as there is a 45-to-60-day window that will start once we give him the go ahead. I talked this over with the Mayor, and we are both of the opinion that the most prudent action is to wait until we have confirmed bidding instructions before considering moving forward with bond execution. Mr. James Tolbert was able to secure a meeting with Congressman Pete Sessions (TX-17) on Saturday September 16th to discuss our sewer system's funding and future timelines. The meeting went very well and the actions and words from his team paint the picture that they are indeed serious about helping us move this project down the road.

I have not heard anything different to make me believe we are no longer tracking for a fall bid of the project.

Water System

Friendly Oaks

On August 30th crews from Wallace Electric arrived to perform some of the remaining work needed at the Friendly Oaks Well Site. The electric meter boxes were moved off the power pole as requested by Heart of Texas CO-OP and placed on a separate rack. Wallace completed the running of wires and installed the surge protector to help mitigate the voltage issues coming into the site before reaching our new VFDs. This has already helped the 'tripping events' Public Works crews have been experiencing so that water from the well keeps flowing as needed!

Wallace has submitted their invoice for everything except for the voltage meter which they have let me know will take some more time as they have to gather all of the materials needed for this custom build. I have informed MRB Group and the Operations Manager, Trey Taylor swung by on 9/22/2023 to inspect the work. After we receive his approval, we will get the check to Council for signature.

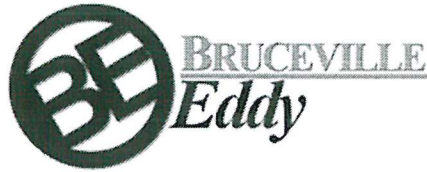
Alliance Electric is still working on finishing the Sensaphone installation to remote monitor the water levels.

Westridge

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

Water Company of America

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



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Water Model and GIS

MRB engineers have completed the water model. They are still leveraging the model to determine the proposed water main improvements that will be needed along with the preparation of a report and the associated Opinion of Probable Cost. They now plan to wrap everything up by September 29, 2023 and look forward to the opportunity to present the GIS/Study including, the proposed improvements to the council at an October / November Council meeting. City staff have a scheduled meeting with MRB Engineers at the end of September to review the water model before presentation.

Johnny Grady was officially promoted to Public Works Supervisor and an announcement was made to staff at our September staff meeting and employee appreciation luncheon.

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

Commercial Activity

We got word this month that Creamy Donuts is closing its doors for good... The Mayor and I reached out to the owner of the property, Mr. Moser to see if he had anyone lined up for a new lease. We then reached out to some local businesses that were looking for space. A deal was then struck between Mrs. Heaven's Childcare Center for the lease of the property. Heaven Grieger and her husband have begun working to get the property to get it up to code for not only the City, but also DSHS, as they provide oversight to childcare facilities. The business hopes to move into this new location and open its doors this Fall.

There are currently no active prospects for the lease of the former Kissing Tree Winery building.

WBW (Fowler Land):

An application for the rezoning of this property from Single Family-1 to Single Family-3 has been submitted. We are currently working through the legal notice process required by ordinance and state law. We have scheduled the public hearing and this agenda item for a special called council meeting on 10/12/2023. The developer has paid the respective fees for this application and has made their deposit for 'pass thru' fees as well.

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.



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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 their 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. We are still awaiting the submission of the probable deed restrictions before MRB Group can complete their review of the revised submission.

The preliminary plat has also been sent over to Zane Dunnam the McLennan County Engineer for initial review, to which he takes no exception at this time.

BE Travel Center (Ascent):

We hosted another staff conference with this developer and MRB Group via Zoom on 8/23/2023. New plans have been submitted and we have received returned comments from our engineering team and have forwarded these to the development team.

We have been in regular communication with the engineering team and general contractor on this project and we are diligently working to keep the project and all players on track to move forward by answering inquiries and providing additional direction.

See MRB Group's engineering report for further details.

CEFCO:

Our second meeting with CEFCO went very well for all parties involved. Guy Slimp joined us this go round and heard concerns regarding the project from BEISD. Everyone is open to continuing conversations and CEFCO and Sensato will move forward with discussions directly with the school district for a potential joint use access agreement for Miracle Lane. They planned on presenting at the district's board meeting on 9/21/2023, but the meeting was pushed to 10/12/2023 due to a scheduling conflict. Hopefully, the project now has enough traction on both ends to move forward to the preliminary plat process.

FM Land Holdings

Trenton Horter, FM Land Holdings, LLC's owner reached out 9/8/2023 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.



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RV Park – Hodge Road

After receiving Council approval for the purchase of the commercial 3” meter for this new business, it has been brought to my attention that there is a section in our utility agreement that I missed that allows us to charge extra for meter installations that go beyond normal costs to the customer. We will move forward with the installation of this meter in the coming months and charge any costs above the tap fee directly to the customer to recoup our increased installation expenses.

Gene is in the process of collecting the materials and we are planning for a late winter installation, weather depending.

Deer Creek MUD

Development team will be out of town over the next month or so and have indicated that they will touch base with upon return to discuss their water needs further.

Another invoice has been sent their way for ‘pass thru’ fees associated with the preliminary calculations and a sketch model for a proposal to deliver the MUD water.

They have requested that we hold off on any further planning activities during this time.

10. 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 August 1, 2023 and August 17, 2023 Special Called City Council Meetings as well as the August 24, 2023 Regular City Council Meeting.

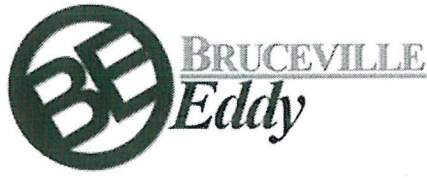
B. Finances – August 2023

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

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

C. Dates for Upcoming Council Meetings

Council to discuss, consider, and possibly take action to cancel the regular council meetings for November and December and instead, schedule Special Called Meetings on November 15th, 2023 and December 21st, 2023 to accommodate for those months’ respective holidays.



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D. Purchase Professional Services – Ron Perrin

At the request of the Budget Committee, Council to discuss, consider, and possibly take action to authorize the City Administrator to sign an agreement for services to be performed by Ron Perrin Water Technologies for the purpose of cleaning loose sediment and performing minor repairs if needed inside water storage tanks.

E. Auction of Surplus Items

a) Council to discuss, consider, and possibly take action to officially approve a list of durable assets as surplus items.

b) Council to discuss, consider, and possibly take action to authorize the City Administrator to execute an agreement with Rene Bates Auctioneers, INC. for the sale of surplus items and to allow for the deposit of all proceeds into their respective accounts.

F. Request to Attend Conference

Council to discuss, consider, and possibly take action to approve the City Administrator to attend the Texas Municipal League’s Economic Development Conference in November.

G. Ratification of EOAC Agreement Extension

Council to discuss, consider, and possibly take action to ratify the City Administrator’s extension of the executed agreement for the low-income household water assistance program with EOAC until March, 30th 2024.

H. General Election Contract and Agreement

Council to discuss, consider, and possibly take action authorizing the Mayor to enter into a contract for election services with McLennan County for the purpose of administering the ordered November 7, 2023 general and special elections and to authorize the Mayor to enter into an agreement to conduct a joint election with other contracting entities.

Pull Item B (i)(ii) and D for further discuss by the city council

Motion made by Connally Bass to approve A, C, E(a)(b), F, G, and H of the consent agenda, 2nd by Richard Prater, yeas 5, nay 0, motion passes.

Item B (i)(ii) Ricky Wiggins would like to make a motion going forward that we create an expenditure line item for the development section under the engineering. Other than that, all the other financials are okay. Motion made by Ricky Wiggins to accept the August 2023 financial reports for the general, water, and sewer fund accounts and the August 2023 accounts payable for the general, water, and sewer fund accounts, with the exception we add what I just discussed under expenditure for development.

2nd by Connally Bass, yeas 5, nay 0, motion passes.

Item D, Motion made by Connally Bass to purchase professional services from Ron Perrin for tank cleaning for Bethany Pump Station GST at the total of \$3123.00 and put the other tanks off for another time, 2nd by Richard Prater, yeas 5, nay 0, motion passes.



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11. Signage and Lighting Proposals

Council to discuss, consider, and possibly take action on proposals and quotes pertaining to signage and lighting designs at City Hall and upon the City of Bruceville-Eddy municipal complex.

Motion made by Ricky Wiggins we approve up to \$4000.00 for the lighting from Alliance that will include our light fixture we will have to purchase and the Rock Ready printing sign that will go on our city hall building, but will not include the monument sign, 2nd by Connally Bass, yeas 5, nay 0, motion passes.

12. Changes to Drought Contingency Plan

Council to discuss, consider, and possibly take action on ordinance 9-28-2023-1; amending and replacing article 13.05 of the code of ordinances updating the drought contingency plan for the City of Bruceville-Eddy Water System.

Motion made by Ricky Wiggins we approve Ordinance 9-28-2023-1, 2nd by Connally Bass, yeas 5, nay 0, motion passes.

13. Interlocal Agreement for Animal Shelter Services

At the recommendation of the Budget Committee, Council to discuss, consider, and possibly take action to approve the City Administrator to enter into a one year, interlocal cooperative agreement with The City of Waco for the provision of animal shelter services.

Motion made by Ricky Wiggins to table and check with Marlin, 2nd by Graham McGruer, yeas 5, nays 0, motion passes.

14. Bruceville-Eddy EDC - Resolution Approving Formation

Council to discuss, consider, and possibly take action on resolution 9-28-2023-1; approving the formation of the Bruceville-Eddy Economic Development Corporation and appointing the initial Board of Directors.

Motion made by Ricky Wiggins (change bylaws) that Exhibit B the Bylaws of the Economics Development Corporation be Article 2, Section 4F to change the language on that to read "Items shall be placed on the agenda for any meeting at the request of any director by delivering the same in writing to the President/Executive Director." No later than 10 days prior to the date of board meeting. 2nd by Graham McGruer, yeas 4, nay 1, motion passes.

Motion made by Graham McGruer to table this until October 12th Special Meeting, 2nd by Ricky Wiggins, yeas 5, nay 0, motion passes

15. Equipment Purchase – Duress System

At the recommendation of the Budget Committee, Council to discuss, consider, and possibly take action to approve the City Administrator to purchase a WAVE Plus System with duress alarms for City Hall from SecureTech Systems, INC. in the amount of \$7,662.00 using monies in the FY 2023-2024 budget, primarily the Court Building and Security Fund; work to be authorized and executed after October 1st, 2023.

Motion made by Connally Bass I move we approve the City Administrator to purchase a WAVE Plus System with duress alarms for City Hall from SecureTech Systems, INC. in the amount of \$7,662.00 using monies in the FY 2023-2024 budget, primarily the Court Building and Security Fund; work to be authorized and executed after October 1st, 2023. 2nd by Cecil Griffin, yeas 5, nay 0, motion passes.



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16. Amendment to Water Tower Lease Agreement – Net1 Connect, LLC

Council to discuss, consider, and possibly take action on an amendment to the water tower lease agreement between the City of Bruceville-Eddy and Net1 Connect, LLC.

Mayor Owens stated it was brought to her attend that there was an issue with Items 16, so I would like to get it moved to a later council meeting so this issue can be resolved and can I get a motion for that.

Motion made by Connally Bass to table this for a later date in order to make some changes on the lease agreement. 2nd by Cecil Griffin, yeas 3, nay 1, abstain 1, motion passes.

17. Proposal for Engineering Services – New Water Well Phase I

Council to discuss, consider, and possibly take action to approve the City Administrator to enter into a proposal for professional engineering services for the preliminary review of three (3) potential well sties to determine the most advantageous location for a new groundwater well for the Bruceville-Eddy water system.

Motion made by Ricky Wiggins to enter into a proposal for professional engineering services for the preliminary review of three (3) potential well sites to determine the most advantageous location for a new groundwater well for the Bruceville-Eddy water system in the amount of \$29,500.00. 2nd by Graham McGruer, yeas 5, nay 0, motion passes.

18. Employee Handbook Changes: Overtime & Compensatory Time

Council to discuss, consider, and possibly take action on amendments to, or further clarification and direction of, existing policies relating to employee overtime and compensatory time.

Motion made by Graham McGruer, I move we take action on amendments to existing policies relating to employee overtime and compensatory time. 2nd by Connally Bass, yeas 5, nay 0, motion passes.


19. Nomination of Candidates to the Falls County Appraisal District Board of Directors

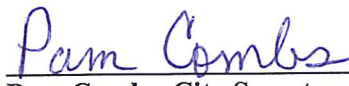
Council to discuss, consider, and possibly take action on resolution 9-28-2023-2 nominating candidates to the Falls County Appraisal District Board of Directors.

Motion made by Graham McGruer I move we nominate Jesse Martinez, Linda Mitchell, and Shirley Melton to the Falls County Appraisal District for 2024/2025 term. 2nd by Ricky Wiggins, yeas 5, nay 0, motion passes.

20. Adjournment

Motion made by Connally Bass to adjourned the council meeting at 8:48 pm, 2nd by Richard Prater, yeas 5, nay 0, motion passes.

 10/26/23
Linda Owens, Mayor Date

 10/26/23
Pam Combs, City Secretary Date





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Sign in Sheet
Regular Council Meeting
September 28, 2023, 6:00 pm

Name

Address

Butch Shollenberger

425 Wade Dr - Eddy

Blanche Shollenberger

425 Wade Dr - Eddy

Rick & Cindy Edmiston

Sage McHostler

604 Eagle Dr.

Aaron & Beatriz Leites

813 Lawrence Dr Waco TX

Stephen Steiner

1412 Guthrie Dr, Waco, TX

Colton Smith

215 Hungry Hill Rd

Cherie McGruer

915 Old Moody Rd

September 22, 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 August 17, through September 22, 2023.

DEVELOPMENT REVIEW

1. Rajan Plaza / Ascent Travel Center – MRB received re-submitted plans then met with the City & RSK (Developer) Wednesday August 23 to discuss plan review comments. MRB provided review comments for re-submitted plans Friday September 8. MRB has exchanged phone calls with RSK since the meeting to resolve review comments. MRB is awaiting re-submitted plans from RSK.

2. Eagle Ranch – MRB provided plat review comments Monday August 28. MRB responded to follow-up questions from the City Wednesday September 6 that we will attend the Council Meeting when the Plat is considered. MRB visited the site Wednesday September 6 to investigate drainage concerns. MRB received comment responses & re-submitted plat Monday September 11. MRB responded to a question about cul-de-sacs meeting minimum lot width requirements Tuesday September 12. MRB will complete plat review the week of September 25.

WATER METER FEASIBILITY

1. Christina Rosati – MRB recommended approval Friday September 8.

2. Lester Ivan Vilchez Bandon – MRB recommended approval Friday September 8.

GENERAL DISCUSSION ITEMS

1. The GIS/ Water Model The water distribution model is complete. A meeting with the City is scheduled for Wednesday September 27 to review the model and discuss next steps.

2. New Water Well: MRB visited three (3) sites and reviewed FEMA Mapping & property information Monday August 21. MRB submitted a proposal for Phase 1 Thursday September 21.

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,



Lee Lingenfelter, PE, CFM
Project Manager
Lee.Lingenfelter@mrbgroup.com
Phone: (254) 800-2266



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

Prepared on 9-21-2023

1. USDA Rural Development – New Wastewater System:

USDA RD approved Amendment #3 to the Engineering Agreement on September 18, 2023.

A TEAMS meeting was held this morning with USDA RD Terri Chenoweth and Troy Spencer, the City (Kent and Pam), and our office regarding sewer service conflicts. We are now waiting on Terri Chenoweth to schedule a meeting with USDA RD Engineers for determination of these conflicts.

2. TCEQ Discharge Permit Renewal:

Currently, we are still waiting on the draft permit package from TCEQ.