



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

**City Council Workshop
January 25, 2024, 5:00 p.m.
Minutes**

1. Workshop called to order by Mayor Owens at 5:00 pm

Councilmember present: Graham McGruer-Mayor Pro Tem, Ricky Wiggins, Joyce McGlothlin, and Richard, Prater.

Councilmember absent: Cecil Griffin

Staff present: Kent Manton-City Administrator, Pam Combs-City Secretary, Chief Dorsey

2. Citizen Presentations

The City Council welcomes public comments at this point on items **not** specifically listed on the agenda. Speakers must sign up before the meeting begins. Speakers are limited to five (5) minutes each. The Council cannot respond to matters not listed on the agenda until a future meeting.

Tony Reese-He is requesting an overhead street light at the bus stop corner of Woodlawn and Crescent Creek. It is very dangerous for the school kids in the morning because citizens cannot see the kids.

3. Racial Profiling Report – Chief Dorsey

Council to receive a presentation by Chief Dorsey on the 2023 annual racial profiling report.

4. Bivins Family Pet Cremation Agreement

Council to discuss, consider, and provide staff with further direction on a service agreement with Bivins Family Pet Cremation for the disposal of deceased animals.

Council recommends to check with other cities our size to see how they handle deceased animals, and it will be discussed during budget time. Also put it out for bids if we decide to enter into an agreement.

5. TMRS COLA

Council to discuss and consider and provide staff with further direction on the addition of a cost-of-living-adjustment option for our Texas Municipal League Retirement System plan.

Council recommends we discuss this at budget time.

6. Adjournment

Workshop adjourned at 5:93 pm



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**Regular City Council Meeting
January 25, 2024, 6:00 p.m.
Minutes**

1. Council meeting call to order by Mayor Ownes at 6:00 pm

Councilmember present: Graham McGruer-Mayor Pro Tem, Ricky Wiggins, Joyce McGlothlin, and Richard Prater.

Councilmember absent: Cecil Griffin

Staff present: Kent Manton-City Administrator, Pam Combs-City Secretary, Johnny Grady – Utility Supervisor, Thomas Arnold-Code Enforcement, Chief Dorsey, and a member of MRB group water engineer.

2. Community Announcements

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 of Service: Total 115; Arrest, Offense, Incident Reports: Total 8; Crash Reports: 11; Citations and Warnings: Total 166; Citations total: 75; Warnings Total: 21

December 2023: Security Checks: 148, School Zone Enforcement: 14, Neighborhood Patrol: 42, and Directed Traffic Enforcement: 38.

School Resource Officer Activity Report for December 1st thru December 20th, 2023:

Calls of Service: 3; Security Checks: 56; Citations & Warnings: 0; Arrests: 0; and K-9 Checks: 0.

5. Oath of Office – Chief Michael Dorsey

Chief Michael Dorsey will formally administer the Oath of Office to our newest Patrol Officer, TeRico Cade Per the Mayor move Item #5 to next meeting.

6. Public Works Director's Report – Johnny Grady

7. Engineering Reports See attachment "A"

8. Community Development Report – Thomas Arnold

9. City Administrator's Report – Kent Manton



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City Administrators Report: 1/25/2024

Oncor Vegetation Maintenance

Oncor is planning to continue their vegetation management work beginning in February 2024 inside the city limits. Wright Tree Service will be performing the work and will use the typical door hangar notification process to notify the affected properties.

Building Inspections Agreement

Mr. James Redden has informed the city that he is no longer able to perform consulting building inspection services. An agreement for similar services with Bureau Veritas is before you tonight.

Sewer System

Tabor and Associates has informed us that they are currently working on the reduced sewer project plan, to include an estimated budget within the current USDA RD funds committed. They're currently on track to complete these plans by the end of January and have requested a meeting with the Mayor and staff to address outstanding questions prior to presenting the proposal to City Council.

We are planning to add this to the agenda for the 10 a.m. 2/1/2024 special called City Council meeting.

I have provided the bid tabulation information to Congressman Sessions office as well as BVRT. While I have not yet heard back from Mr. Sessions office, Jeff with BVRT reached out to me and said that they are willing to look at the reduced scope designs after they are finalized to see if the previously proposed public-private partnership may now be financially feasible.

Discharge Permit Renewal

We have received the renewed discharge permit for the WWTP! I have already marked our calendars with a note to begin the next renewal process in mid-2027 as the permit is valid for 5 years from the date of issuance (12/19/2023).

Water System

Friendly Oaks

Wallace Electric has been on-site performing our requested scope of work this past week. The voltage meter has now been installed and with the site reenergized, it is actively reading input power.

Jurgensen Pump has completed the sonar jetting of the wellsite and has finished resetting the water well as of 1/13/2024, with the exception of a hookup to the electrical system.



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Next steps include having Alliance Electrical finish Sensaphone installation, replacement of a broken site glass that snapped during the freeze, and having SKE Electrical verify Wallace's scope of work has been completed. Additionally, we will be coordinating with Wallace Electric to have the VFD manufacturer on-site to review the VFD parameters and ensure that the equipment is functioning properly and in tandem with the well.

We are aiming for an early February restart of the well.

Water Company of America

The contract with Water Company of America has been reviewed by our city attorney's office. I have been in the process of reaching out to current client cities for reference checks. I expect this item to be brought back before Council on 2/22/2024.

Falls County Improvements

MRB Group is currently working on the design for the phase 1 improvements along F.M. 1239 in Falls County. Easement requests have been sent out to all the property owners along this road in hopes of being able to secure a contiguous easement route that could get this waterline out of the current R.O.W.

We are working towards setting up a joint meeting with our engineers and the affected property owners to further discuss the easements needed for the project.

R.O.W. information was obtained from TXDOT on 1/18/2024 and we are working with the City Attorney to devise the best approach to address easement concerns.

Neptune Water Meter Software

In April of 2023, Council approved a software agreement for our Neptune meters at a steep increase in cost from years' prior. I was requested to research various alternatives to this software application before the next renewal came due. After many phone calls and e-mails on the matter, it has been determined that we are stuck with our current vendor, Core and Main. According to Neptune's national office, and at least one competitor, Core and Main are the sole distributor of this software in Texas.

I have researched the possibility of migrating to a different technology as a substitute, but each of the potential changes came with a high cost for new equipment. The most promising alternative would be to switch to a fixed monitoring network. A competitor's system has an open network platform that would allow for real time monitoring of water meters from a fixed location (AMI). This would remove the requirement for staff to have to drive around to gather data altogether and would give customers daily monitoring of their usage. Unfortunately, I cannot in good faith recommend proceeding with this option as it would require the



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replacement of all our meters, which are currently only a few years old, in addition to the installation of signal relaying equipment. The start-up costs would simply be too high...

Core and Main has made a verbal commitment to honor the current price this year, even if Neptune ends up passing along additional costs to them.

Committee Updates

Infrastructure Planning Committee

I have followed up with MRB Group regarding the establishment of impact fees for future development. While I'm still awaiting a step-by-step guide on the topic, we discussed the matter in a recent staff meeting with our project manager and I have been informed that the process is quite a lengthy one that requires the development of a commissioned study along with a capital improvement plan. More information will be forthcoming!

Street Repair Committee

After receiving quotes for street overhauls from McLennan County, the street repair committee held a subsequent and final meeting on 1/16/2024 and have made the following recommendations for the FY 2023-2024 budget to staff in preparation of a proposed interlocal agreement:

1. Overhaul both Pine Street and Gurley Lane.
2. Reseal Temple and Ausborn streets.
3. Move the reseal of Crescent Meadow, Archie, and Mesquite to next year's budget as priorities.
4. Move forward with researching the purchase of self-contained Durapatcher

The selected overhauls will leave staff with approximately \$17,000 for the remainder of the FY to perform standard patching work.

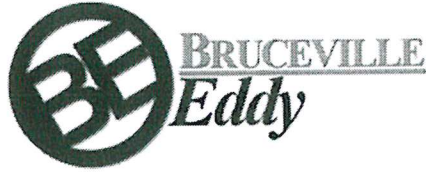
Development

Commercial Activity

No additional updates to provide at this time regarding Mrs. Heaven's Childcare or the vacant Kissing Tree building.

WBW (Fowler Land):

On 1/9/2024 the Mayor and I met with representatives of WBW on their proposed development, Eagle Prairie. The developer desires to engage further with Council on the project and we are waiting to hear back on a request to facilitate further discussion.



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CEFCO:

No additional updates to provide at this time.

RV Parks – Brown Drive, Bruce Street, Hodge Road

No additional updates to provide at this time.

Deer Creek MUD

No additional updates to provide at this time.

Manufactured Home Park – 4th Street

On 12/1/2023 I was contacted by an agent for a new property owner of a larger tract of land off 4th street inquiring about the steps necessary to rezone from agricultural district to a manufactured home district.

The current plans are for a manufactured home park. A manufactured home park is not a subdivision of individual property owners, but rather a collection of manufactured homes on a single lot with sole ownership that are offered for rent to individual families on a long-term basis. I provided the agent with the necessary steps and paperwork to proceed with a request.

The agent has since submitted the necessary application and fees for the rezoning request. Public notices as well as a newspaper publication have since been completed, as required by law. The rezoning request will be brought before Council on 2/22/2024 for consideration.

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 December 21, 2023 Special Called City Council Meeting.

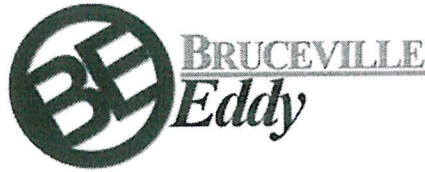
B. Finances – December 2023

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

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

C. Bluebonnet Director Nominations

Council to discuss, consider, and possibly take action on resolution 1-25-2024-1; nominating Public Works Director Gene Sprouse as a primary candidate and Johnny Grady as an alternate candidate for election to the board of directors at the annual meeting of Bluebonnet Water Supply Corporation.



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D. Donation Acceptance

Council to discuss, consider, and possibly take action to approve the acceptance of a \$1,000.00 donation to the City of Bruceville-Eddy general fund from MRB Group Temple for the sponsorship of the TML Region 9 dinner being hosted in February.

E. Write-Off Bad Debt

Council to discuss, consider, and possibly take action to write off bad debt for specific utility accounts.

Motion made by Graham McGruer to approve A, B(i)(ii), C, D, and E of the consent agenda, 2nd by Ricky Wiggins, yeas 4, nay 0, absent 1, motion passes

11. Final Plat and Construction Plans – Rajan Plaza (Ascent Travel Center)

Council to discuss, consider, and possibly take action on the final plat and construction plan submission for the Ascent Travel Center, property owned by Bruceville Land Holdings, LLC.; being a 12.8953 acre tract of the Samuel W. Davis Survey, Abstracts No. 108, 105, further described as the Henry Askew survey, Abstract No. 396, further described as the L.M. Hint survey, Abstract No. 402 in the City of Bruceville-Eddy, McLennan and Falls Counties, Texas, being part of that called 22.95 acres described in a deed to KTVK, INC. as recorded in volume 294, page 764 of the deed records of Falls County, and a part of that called 7.28 acres, all described in a deed to Frank Mayborn Enterprises, INC., as recorded in volume 333, page 893 of the official records of Falls County, Texas; generally located southwest of the old KCEN TV station on the South bound side of I-35.

Council decided to adjourn into Executive Session to speak with the city attorney at 6:51 pm. Council meeting back in session at 7:00 pm. Attorney was not available.

Motion made by Ricky Wiggins that we do not approve this based on the fact this is a violation of the ordinance and that we send them a letter stating the conditions to receive approval needs to be (1) allow council more time to review the final plat and construction plans, (2) for them to have all the fees paid by the time this is brought up again and to schedule a special called council meeting Thursday, February 15, 2024 and for Kent,(city administrator) to get with our attorney to verify this date will not violate the 30 day clock matter and if needed, schedule an earlier date that will not violate the 30 day restriction. 2nd by Richard Prater, yeas 4, nay 0, absent 1, motion passes.

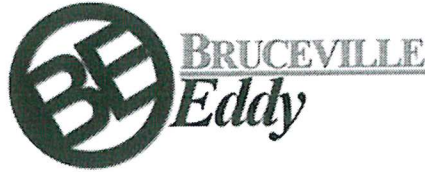
12. New Water Well Site Recommendation

Council to discuss, consider, and possibly take action on a recommendation for a new municipal water well site from the commissioned MRB Group feasibility study.

Motion made by Ricky Wiggins to table this for further discussion, 2nd by Richard Prater, yeas 4, nay 0, absent 1, motion passes.

13. Agreement for Professional Services – Bureau Veritas North America, INC.

Council to discuss, consider, and possibly take action to approve the City Administrator to enter into an agreement Bureau Veritas North America, INC. for the purposes of providing supplemental building inspection services.



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Motion made by Ricky Wiggins to approve the City Administrator to enter into an agreement Bureau Veritas North America, INC. for the purposes of providing supplemental building inspection services. 2nd by Joyce McGlothlin, yeas 4, nay 0, absent 1, motion passes.

Council meeting adjourned to go into Public Hearing at 7:36 pm.

14. Public Hearing – Water Meter Moratorium

Council to hear public comments pertaining to the issuance of a water meter moratorium in the portion of Falls County that is east of Interstate Highway 35 and outside the corporate limits of the City, and properties abutting Bruceville Lane in McLennan County.

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.

Public Hearing adjourned at 7:36 pm regular council meeting back into session.

15. Water Meter Moratorium

Council to discuss, consider, and possibly take action on ordinance 1-24-2024-1 issuing a development moratorium in the portion of Falls County that is east of Interstate Highway 35 and outside the corporate limits of the City, and properties abutting Bruceville Lane in McLennan County.

Motion made by Ricky Wiggins to take action on ordinance 1-24-2024-1 issuing a development moratorium in the portion of Falls County that is east of Interstate Highway 35 and outside the corporate limits of the City, and properties abutting Bruceville Lane in McLennan County. 2nd by Joyce McGlothlin, yeas 4, nay 0, absent 1, motion passes.

16. Sewer Discussion – Union Pacific Railroad Crossing Agreements

Council to discuss, consider, and possibly take action regarding the responsible party for the renewals of the agreements with Union Pacific Railroad Company for railroad crossings related to the designed sanitary sewage conveyance pipelines.

No action taken.

17. Interlocal Agreement for Street Repairs

At the recommendation of the Street Repair Committee, 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/or chip seal named streets in an estimated amount of \$41,312.75.

Motion made by Richard Prater 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/or chip seal named streets in an estimated amount of \$41,312.75. 2nd by Graham McGruer, yeas 4, nay 0, absent 1, motion passes.



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18. Establishment of Solar Eclipse Committee

Council to discuss, consider, and possibly take action on the establishment of an ad-hoc planning committee in response to the forthcoming total solar eclipse 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 planning committee in response to the forthcoming total solar eclipse for a period not to exceed six months of service. 2nd Graham McGruer, yeas 4, nay 0, absent 1, action take

List included:

1. Mayor Linda Owens
2. Councilwoman Joyce McGlothlin
3. Councilman Richard Prater
4. City Administrator Kent Manton
5. City Secretary Pam Combs
6. Chief of Police Michael Dorsey
7. VFD Fire Chief Ron Engelke
8. VFD Assistant Fire Chief Butch Shollenberger
9. Public Works Director Gene Sprouse or representative
10. Shirley Coleman
11. Kimberly Pearson
12. Colton Smith
13. Danielle McGruer
14. Gale Pyle
15. Rick Edmindston
16. Melinda Gonzales
17. Royce Ann Wiggins

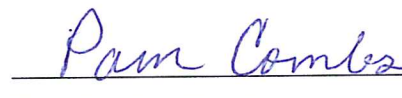
19. Adjournment

Motion made by Joyce McGlothlin to adjourned the meeting at 8:02 pm, 2nd by Richard Prater, yeas 4, nay 0, absent 1, motion passes.

 2/28/24

Linda Owens, Mayor

Date

 2/28/24

Pam Combs, City Secretary

Date





January 18, 2024

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 December 14 through January 18, 2024.

DEVELOPMENT REVIEW

1. Rajan Plaza / Ascent Travel Center – MRB received a revised set of construction documents on January 15 and a revised Plat on January 17, 2024. We prioritized the review to meet the January 25, 2024, council meeting. We completed our expedited review on January 18, 2024 and found a few minor errors / typos but the main comments on the plans have been resolved. We recommend that the development plans be accepted and approved by the city.

2. Eagle Ranch –The preliminary plat for this development was approved at the January 11, 2024, council meeting. The next step in the process is to proceed with the creation of the construction plans and final plat.

WATER METER FEASIBILITY

No water meter feasibilities were performed within the time window of this report.

GENERAL DISCUSSION ITEMS

1. Water System Improvements for Falls County portion of CCN: The Engineering Proposal was approved by council on December 21, 2023. The survey and design timeline for this project is estimated at 12 weeks. The city prepared easement notification letters to affected landowners. The landowners requested more time and more information regarding the project scope and schedule. The city staff is planning a

meeting with residents and landowners to enhance communication with the community. MRB staff will be available at this meeting to present scope and project alignment. If all easements / TxDOT permits are in-hand, we anticipate bidding of the main project in late March or April of 2024. The overall construction schedule for this project is estimated to be 8 months or a substantial completion date of November 2024. This schedule is subject to the successful acquisition of all easements.

2. New Water Well: MRB is finalizing the report to analyze and rank the (3) proposed well sites. The report will develop the pros and cons for each site and provide an overall ranking based upon all options and scenarios. We plan to present the report and discuss options in the January 25, 2024, council meeting.

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

Sincerely,

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



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Attendance Sheet
City Council Workshop, January 25, 2024, 5:00 pm
City Council Meeting, January 25, 2024, 6:00pm

Name

Address

Dannie Bivins

6827 Mackey Row Rd

Jaymond Bivins

Row Mc Clofflin

604 Eagle Dr.

Danielle McGover

215 Hungry Hill Rd

Cherie McGruer

915 Old Moody Rd

Rick & Cindy Edwiston

851 W. 3rd

Dolores & Garry Compton

Mustang Dr

Margaret Henson

817 W 3rd St