

REGULAR MEETING
Monday, April 9, 2018
6:30 p.m.

A Regular Meeting of the Anahuac City Council was held in the Council Chambers of Anahuac City Hall located at 501 Miller Street, Anahuac, Texas on Monday, April 9, 2018 at the above noted time.

There were present:

Cheryl Sanders	Mayor
Charlie Henry	Mayor Pro Tem Position 1
Janice Jircik	Alderwoman Position 2
Deidre Crews	Alderwoman Position 4
Danny Thompson	Alderman Position 5
Richard Ferguson	City Attorney
Richard Baker	City Attorney
Julie Harvill	City Secretary

Those not present:

Sean Perry	Alderman Position 3
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Guests:

Gilfred Boullion	Citizen
Bobbie Zigler	Citizen
Nathan Trahan	Candidate for PCT 2
Mary Beth Stengler	CLCND
Mark Tice	Candidate for PCT 2
Rev. Kenn Munn	Citizen
Ethelyn Ricks	Citizen
Cyndi Calhoun	Citizen
Diana Garza	Citizen

REGULAR MEETING

Mayor Sanders called the regular meeting to order at 6:30 p.m. Rev. Ken Munn led the invocation and Alderwoman Jircik led the pledges.

Mayor Sanders moved to item 1 comments from the audience. Mark Tice signed up to introduce himself as a candidate running for commissioner Precinct 2.

Mayor Sanders moved to item 2 consideration and possible action on City Water Plant Project, City Sewer Project CDBG Project No. 7216009, and TWDB projects and related engineering matters, including but not limited to the following:

- a. Engineer status report on Contract A – water treatment plant rehabilitation
- b. Engineer status report on Contract B – raw water pond and transmission line
- c. Update on the CDBG project # 7216009
- d. Change Order 1 for the CDBG Project # 7216009
- e. Pay Request #3 for CDBG Project # 7216009 in the amount of \$50,762.70
- f. Pay Request #4 for CDBG Project # 7216009 in the amount of \$30,034.40
- g. Certificate of Construction Completion (COCC) for the CDBG Project # 7216009
- h. Update on the TWDB project

The City Engineer Toby Davis gave updates on item A, B, C, and H.

Mr. Davis stated that since the plant was started up on February 9, 2018 there have been some issues found. The main issue has been with some of the filters, however adjustments have been done and they do believe this problem has been corrected for now but this will need to be addressed when the infrastructure project starts up. The Engineer also stated they were working on the punch list and that there were some issues with some of the pumps not working the way he wanted them to and he was working on these issues with the contractor.

A motion to approve item d – change order 1 for the CDBG Project #7216009 was made by Alderwoman Crews. The motion was seconded by Alderwoman Jircik, all were in favor and the motion carried.

A motion to approve item e – pay request # 3 for CDBG Project #7216009 in the amount of \$50,672.70 was made by Mayor Pro Tem Henry. The motion was seconded by Alderman Thompson, all were in favor and the motion carried.

No action was taken on items f and g – pay request #4 for CDBG Project # 7216009 in the amount of \$30,034.40 and Certificate of Construction Completion (COCC) for the CDBG Project # 7216009. Council wants to make sure everything is corrected and there are no issues before the COCC is signed and released.

Mayor Sanders moved to item 3 consideration and possible action on citizen's agenda request:

- a. **Mary Tims** – Requesting an adjustment to the sewer portion of her water bill due to a leak. If approved the credit would be for \$176.77. A motion to approve the credit was made by Mayor Pro Tem Henry. The motion was seconded by Alderwoman Crews, all were in favor and the motion carried.

- b. **Jose Yanaz** – Requesting an adjustment to the sewer portion of his water bill due to a leak. If approved the credit would be for \$32.67. A motion to approve the credit was made by Alderman Thompson. The motion was seconded by Alderwoman Crews, all were in favor and the motion carried.
- c. **F. W. Fontenot** – Requesting an adjustment to the sewer portion of his water bill due to a leak. If approved the credit would be for \$208.91. A motion to approve the credit was made by Alderman Thompson. The motion was seconded by Mayor Pro Tem Henry, all were in favor and the motion carried.
- d. **Holly Nelson** – Requesting a 2 day grace period each month to pay her bill. No action was taken on this item. Council did mention that if they did for one they would have to do for and the entire ordinance would have to changed and that the new dates might not work for others.
- e. **Ethelyn Ricks** – Requesting a variance on FEMA trailer. A motion giving a 6 month variance was made by Alderwoman Jircik. The motion was seconded by Alderman Thompson, all were in favor and the motion carried.

Mayor Sanders moved to item 4 consideration and possible action on Section 51.025 – sewage nonuse adjustment and 51.019 – setting meters, including prior leaks, and credits for leaks. A motion to amend the current ordinance to include having someone verifies a leak being claimed for adjustments was made by Mayor Pro Tem Henry. The motion was seconded by Alderman Thompson, all were in favor and the motion carried. Mayor Sanders acknowledged Bobbie Zigler regarding her other two appearances before Council where she informed Council she did not have a leak at her house. Ms. Zigler approached Mayor Sanders with receipts for pipes and contractors showing where work had been done on her pipes at her house. A motion approving a credit in the amount of \$228.75 toward her sewer portion of her November bill was made by Alderwoman Jircik. The motion was seconded by Alderman Thompson, all were in favor and the motion carried.

Mayor Sanders moved to item 5 consideration and possible action on declaring the following items as surplus:

- a. John Deere Tractor
- b. Scrap meter a the water plant

A motion approving the items for surplus was made by Mayor Pro Tem Henry. The motion was seconded by Alderman Thompson, all were in favor and the motion carried.

Mayor Sanders moved to item 6 consideration and possible action on fire hydrant inspection report and repair. A motion approving the repairs in the amount of \$10,335.00 was made by Alderwoman Jircik. The motion was seconded by Alderwoman Crews, all were in favor and the motion carried.

Mayor Sanders moved to item 7 consideration and possible action on sealed bids for Engineering Services for Hurricane Harvey. A committee was developed to have the proposals of qualifications that were submitted be reviewed and brought back to Council at the May meeting. Alderwoman Jircik, Alderwoman Crews, Mayor Sanders, and Sidney Bradley will be on the reviewing committee.

Mayor Sanders moved to item 8 consideration and possible action on interlocal agreement with the Chambers County Sheriff's Department to enforce Code Compliance Ordinances. Council wants City Attorney Richard Baker to review the agreement make some changes and bring back to the May meeting.

Mayor Sanders moved to item 9 consideration and possible action on the following RFP's:

- a. Request for proposal for Janitorial Services for City Hall
- b. Request for proposal for Bookkeeping/Accounting Services

A motion to approve the RFP's was made by Alderman Thompson. The motion was seconded by Alderwoman Crews, all were in favor and the motion carried.

Mayor Sanders moved to item 10 consideration and possible action on being a sponsor or giving a donation to the Chambers County Child Welfare Board. No action was taken on this item.

Mayor Sanders moved to item 11 consideration and possible action on staying with TWIA for wind storm insurance or switching to Weston Insurance Company. Council wants City Secretary Harvill to call and try to get quotes from Weston and bring it back to the May meeting. No action taken.

Mayor Sanders moved to item 12 convene into close session:

- a. Pursuant to Open Meetings Act, Chapter 551, Section 551.071 of the Texas Government Code – Consultations with Attorney; regarding pending/possible litigation.
- b. Pursuant to Open Meetings Act, Chapter 551, Section 551.074 of the Texas Government Code – for deliberation regarding personnel matters to discuss the employment, evaluation, reassignment, duties, discipline, of dismissal of Assistant City Secretary Kaitlin Broussard Sanders.
- c. Pursuant to Open Meetings Act, Chapter 551, Section 551.074 of the Texas Government Code – for deliberation regarding personnel matters to discuss the employment, evaluation, reassignment, duties, discipline, of dismissal of General Maintenance Employee David Williams.
- d. Pursuant to Open Meetings Act, Chapter 551, Section 551.074 of the Texas Government Code – for deliberation regarding personnel matters to discuss the employment, evaluation, reassignment, duties, discipline, of dismissal of City Administrator, Public Works Director, and Code Enforcement.

A motion to go into close session was made by Alderman Thompson. The motion was seconded by Alderwoman Crews, all were in favor and the motion carried. Council convened into closed session at 7:42 p.m.

Council reconvened into open session at 8:30 p.m. and Mayor Sanders moved to item 13 to reconvene into no open session, and take action, if necessary, on closed session items.

- a. Pursuant to Open Meetings Act, Chapter 551, Section 551.071 of the Texas Government Code – Consultations with Attorney; regarding pending/possible litigation. A motion to pay the amount being demanded by the CLCND although it was being protested by the City and City Council still had questions regarding how the amount was figured was made by Alderman Thompson. The motion was seconded by Mayor Pro Tem Henry, all were in favor and the motion carried.
- b. Pursuant to Open Meetings Act, Chapter 551, Section 551.074 of the Texas Government Code – for deliberation regarding personnel matters to discuss the employment, evaluation, reassignment, duties, discipline, of dismissal of Assistant City Secretary Kaitlin Broussard Sanders. No action taken on this item.
- c. Pursuant to Open Meetings Act, Chapter 551, Section 551.074 of the Texas Government Code – for deliberation regarding personnel matters to discuss the employment, evaluation, reassignment, duties, discipline, of dismissal of General Maintenance Employee David Williams. No action taken on this item.
- d. Pursuant to Open Meetings Act, Chapter 551, Section 551.074 of the Texas Government Code – for deliberation regarding personnel matters to discuss the employment, evaluation, reassignment, duties, discipline, of dismissal of City Administrator, Public Works Director, and Code Enforcement. A motion was made by Alderwoman Crews to offer the position of City Administrator to Sean Hutchinson at the salary budgeted for the position, subject to the Council and Mr. Hutchinson agreeing on the contract terms for the position if the position is accepted by Mr. Hutchinson. The motion was seconded by Alderman Thompson, all were in favor and the motion carried. A motion to hire Ricky Anderson and Jaime Rivas at a starting rate of \$12.50 was made by Alderwoman Crews. The motion was seconded by Alderwoman Jircik, all were in favor and the motion carried.

Mayor Sanders moved to item 14 consent agenda

- a. Accounts Payable
- b. Bookkeepers reports from April 2108
- c. Approval of minutes March 8, 2018, March 12, 2018, and March 19, 2018

- d. Ordinance No. 2018-04-01 – **AN ORDINANCE OF THE CITY OF ANAHUAC, TEXAS AUTHORIZING PARTICIPATION WITH OTHE RENTEGY SERVICE AREA CITIES.**
- e. Certification of Unopposed Candidates for the May 5, 2018 General Election
- f. Ordinance No. 2018-04-02 – **AN ORDINANCE DELCARING UNOPPOSED CANDIDATES IN THE MAY 05, 2018 GENERAL ELECTION**

A motion was made to approve all consent items above by Alderman Thompson. The motion was seconded by Alderwoman Jircik, all were in favor and the motion carried.

Mayor Sanders moved to item 15 consideration and possible action on department reports. A motion to approve the department reports was made by Alderwoman Crews. The motion was seconded by Alderman Thompson, all were in favor and the motion carried.

With no further business needed to be brought before the council Mayor Sanders moved to item 16 and regular meeting was adjourned at 8:42 p.m.

Cheryl Sanders, Mayor
City of Anahuac

Julie Harvill, City Secretary
City of Anahuac