

REGULAR MEETING
MONDAY, MARCH 10, 2014
7:00 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, March 10, 2014 at the above noted time.

There were present:

Cheryl Sanders	Mayor
Miguel Anderson	Mayor Pro Tem
Linda Palmer	Aldерwoman
Hall Whitley	Alderman
Danny Thompson	Alderman
Richard Ferguson	City Attorney
Deck Shaver	City Administrator
Julie Harvill	City Secretary
Dan Irby	Public Works Director

Those not present:

Amanda Hornsby-Abshier	Aldерwoman
Richard Baker	City Attorney

Guests:

Albert Garcia	Start & Busch, LLC
Chris Palis	Mark Burton CPA
Ron Fletcher	Entergy TX
Dayna Haynes	The Progress
Katherine Turner	Municipal Accounts & Consulting
Don Brandon	Citizen

Regular Meeting

Mayor Sanders called the regular meeting to order at 7:03 p.m. Alderman Whitley led the invocation and Mayor Pro Tem Anderson led the pledges.

Mayor Sanders moved to item 1 comments from the audience, Mayor Sanders asked City Secretary if anyone signed up to speak before council, City Secretary informed Mayor no one had signed up to speak.

Mayor Sanders moved to item 2 discussion and possible action on citizen's agenda request:

- a. **Marta Nadal** – Inquiring on getting a street in Anahuac named after her father Dr. Raul Nadal. Council asked for the City Administrator and Public Works Director to locate some streets that are not very busy, and to find out what had to be done in order to change the name of the street.
- b. **Don Brandon** – Asking for an adjustment off sewer portion of February bill due to a water leak. A motion to credit the account \$77.85 was made by Alderman Thompson. The motion was seconded by Alderman Whitley, all were in favor and the motion carried.

Mayor Sanders moved to item 3 discussion and possible action on 2013 regular audit and single audit. Albert Garcia with Start & Busch presented a draft of the annual financial report for the year ended September 30, 2013. Mr. Garcia informed council that this year was by far an improvement from the past years. Mr. Garcia informed council that the City still had some areas to work on but things looked better than previous years. A special meeting was set for March 31, 2014 at 6:30 p.m. to present the final copy of the annual audit and the single audit to council.

Mayor Sanders moved to item 18 discussion and possible action on current and/or alternative bookkeeping services. Alderwoman Palmer, stated her idea was for the bookkeeper to be an over viewer of the City's books. She informed council that she had seen the new system and was very pleased with it and had no doubt City staff could not use the system and perform the work, but thought it was good practice to have a different set of eyes checking over the books. Albert Garcia with Start & Busch also agreed with Alderwoman Palmer. Chris Palis with Mark Burton CPA and Katherine Turner of Municipal Accounts & Consulting spoke to council regarding the contract the City currently had with them, Mr. Palis informed council that he believed they could save the City money by going to a hourly rate for the bookkeeping services, and also provide the City yearend guidance & audit preparation. Mr. Palis said he could come into the office one day a month to review the books and suggest any areas of problems and to work with City staff to correct the problems. City Secretary informed council City staff could do the entries and the bank reconciles and the bookkeepers could review the books to verify accuracy. Mr. Palis is going to work on some options to present to council at the next meeting. Council also asked City Administrator to develop job descriptions for City Staff and Bookkeeper. No action was taken

Mayor Sanders moved to item 19 discussion and possible action on bookkeeper's report for January 2014 and February 2014. A motion to approve the reports was made by Alderwoman Palmer. The motion was seconded by Mayor Pro Tem Anderson, all were in favor and the motion carried.

Mayor Sanders moved to item 4 discussion and possible action on over 65 exemptions. City Secretary informed council these were request that were received after the deadline, and staff was requesting permission to add the exemptions. A motion to approve the exemptions was made by Alderwoman Palmer. The motion was seconded by Mayor Pro Tem Anderson, all were in favor and the motion carried.

Mayor Sanders moved to item 5 discussion and possible action on collection letter for past due accounts. City Secretary Harvill informed council staff had noticed several people leaving high balances on accounts and having someone else open an account to keep from paying the balances that is owed. City Attorney Richard Ferguson approved the letter and it was discussed that a copy of the letter also be sent to the landlord if it was rental property. Attorney Ferguson informed council that a motion did not need to be made on this item, that the City already had the right to enforce the collection of debt due. No action taken

Mayor Sanders moved to item 6 discussion and possible action on preliminary format of the appraisal roll for the city. A motion to receive a hard copy and cd copy was made by Alderwoman Palmer. The motion was seconded by Alderman Whitley, all were in favor and the motion carried.

Mayor Sanders moved to item 7 discussion and possible action on credit applications for Atlas Copco and Cryer Pools and Spas, INC. A motion to approve the credit applications was made by Alderman Thompson. The motion was seconded by Alderman Whitley, all were in favor and the motion carried.

Mayor Sanders moved to item 9 discussion and possible action on authorizing City Officials to fill out credit applications for new members. A motion authorizing the City Administrator the fill out credit applications was made by Alderman Whitley. The motion was seconded by Alderman Thompson, all were in favor and the motion carried.

Mayor Sanders moved to item 8 discussion and possible action on DIR Contract No. DIR-SDD-1779 Verizon Wireless Customer Agreement. A motion to approve the contract for wireless service as long as the monthly cost is \$50.00 or less was made by Alderwoman Palmer. The motion was seconded by Mayor Pro Tem Anderson, all were in favor and the motion carried.

Mayor Sanders moved to item 10 discussion and possible action on Ordinance No. 2014-03-01, **AN ORDINANCE BY THE CITY OF ANAHUAC, TEXAS (“CITY”) DENYING THE RATE INCREASE REQUEST OF ENTERGY TEXAS, INC. FILED ON SEPTEMBER 25, 2013; SETTING JUST AND REASONABLE RATES FOR ENTERGY TEXAS, INC. FOR SERVICE WITHIN THE MUNICIPAL LIMITS PURSUANT TO A SETTLEMENT WITH ENTERGY TEXAS, INC.; REQUIRING ENTERGY TEXAS, INC. TO FILE UPDATED TARIFFS IN COMPLIANCE WITH THE OPEN MEETINGS ACT; MAKING OTHER FINDINGS AND PROVISIONS RELATED TO THE SUBJECT; AND DECLARING AN EFFECTIVE DATE.** A Motion to approve the ordinance was made by Alderman Thompson. The motion was seconded by Alderman Whitley, all were in favor and the motion carried.

Mayor Sanders moved to item 11 discussion and possible action on appointment and reappointment of AMDD directors. Alderman Thompson presented council with the reappointment of Dayna Hayes and also with 2 appointments Tammy Hale and Natalyn Royer to the AMDD board. A motion to approve the reappointment and the appointment of the directors was made by Alderman Whitley. The motion was seconded by Mayor Pro Tem Anderson, Alderwoman Palmer, Alderman Thompson sustained from voting, the motion carried with majority vote.

Mayor Sanders moved to item 12 discussion and possible action on property code issues and action plan to correct the issues. Mayor Pro Tem Anderson brought up concerns about the overgrown properties in the City, the rubbish on properties and if the City could send notices. City Administrator Shaver informed council an assessment would be done of the City street by street and notices sent to the property owners concerning code violations. Information purposes only, no action needed.

Mayor Sanders moved to item 13 discussion and possible action on quote for valve installation on the Water System. City Administrator Shaver informed council he would like to bring this quote back at a later date once the installation of the new water lines started cause this could be apart of that project and be paid out of capital funds. A motion to bring back and to be paid out of capital funds was made by Alderman Whitley. The motion was seconded by Alderman Thompson, all were in favor and the motion carried.

Mayor Sanders moved to item 14 discussion and possible action on options for acquisition of a mini excavator. Alderwoman Palmer asked the question of who was going to be responsible and keep up the preventive maintenance of the mini excavator if approval was given, Public Works Director Dan Irby informed council he would be the one responsible and checking to make sure the preventive maintenance was performed. A motion to purchase the John Deere Mini-Excavator model 27D in the amount of \$30,004.97 was made by Mayor Pro Tem Anderson. The motion was seconded by Alderman Thompson, all were in favor and the motion carried.

Mayor Sanders moved to item 15 discussion and possible action on closing out the water meter project. City Administrator informed council that a letter of non performance had been sent to Tracy Irwin stating that payment would not

be released until the City was completely satisfied with the installation. Information purposes only, no action needed.

Mayor Sanders moved to item 16 discussion and possible action on Ordinance No. 2014-03-02, **AN ORDINANCE FO THE CITY OF ANAHUAC, TEXAS, ADOPTING AMENDMENT NUMBER TWO TO THE ORIGINAL BUDGET OF THE CITY OF ANAHUAC, TEXAS, FOR THE FISCAL YEAR 2013-2014, AS ADOPTED BY ORDINANCE NO. 2013-09-01; PROVIDING FOR EXPENDITURE OF FUNDS FOR EQUIPMENT LEASE PAYMENTS FORM THE WATER/SEWER FUND; FINDING THAT THE MEETINGS AT WHICH THIS ORDINANCE IS CONSIDERED ARE OPEN TO THE PUBLIC; PROVIDING FOR SEVERABILITY AND THE REPEAL OF CONFLICTING ORDINANCES; AND PROVIDING OTHER DETAILS RELATING TO THE PASSAGE OF THIS ORDINANCE.** A motion was made by Alderman Whitley to approve the ordinance. The motion was seconded by Alderwoman Palmer, all were in favor and the motion carried.

Mayor Sanders moved to item 17 discussion and possible action on Resolution No. 2014-03-01, **A RESOLUTION REGARDING A FINANCING AGREEMENT FOR THE PURPOSE OF PROCURING “MINI EXCAVATOR”.** A motion to not approve the resolution and use KS State Bank for the lease purchase financing of the mini excavator was made by Alderman Whitley. The motion was seconded by Alderman Thompson, all were in favor and the motion carried.

Mayor Sanders moved to item 20 discussion and possible action on accounts payable. A motion to approve accounts payable including the invoices from Republic Meters for materials once determined that the City is not being double charged was made by Alderman Whitley. The motion was seconded by Mayor Pro Tem Anderson, all were in favor and the motion carried.

Mayor Sanders moved to item 21 discussion and possible action on approval of minutes from February 10, 2014. A motion to approve the minutes was made by Alderwoman Palmer. The motion was seconded by Mayor Pro Tem Anderson, all were in favor and the motion carried.

Mayor Sanders moved to item 22 discussion and possible action on department reports. City Administrator Shaver discussed the engineering pertaining to the water plant project and also the theft that took place at the sewer plant with council. City Secretary discussed the option on changing internet service from Windstream to Computer Solutions and also information pertaining to the health insurance for the employees, council suggested bringing back quotes for new enrollment to the next meeting.

With no further business needed to be brought before council, Mayor Sanders moved to item 23 and asked for a motion to adjourn. A motion to adjourn was made by Mayor Pro tem. The motion was seconded by Alderwoman Palmer, all were in favor and the motion carried. The meeting was adjourned at 9:29 p.m.

Cheryl Sanders, Mayor
City of Anahuac

Julie Harvill, City Secretary
City of Anahuac