

WORKSHOP & REGULAR MEETING
Monday, May 14, 2018
5:30 p.m.

A Workshop & 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, May 14, 2018 at the above noted time.

There were present:

Cheryl Sanders	Mayor
Charlie Henry	Mayor Pro Tem Position 1
Janice Jircik	Alderwoman Position 2
Sean Perry	Alderman Position 3
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:

Richard Ferguson	City Attorney
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Guests:

Travis Seller	IDS Engineering Group
Tim Buscha	IDS Engineering Group
Matt Carpenter	IDS Engineering Group
Leonard Wilson	Citizen
Connie Curtis	Kimley-Horn & Associates, INC
Jesus Garza	Citizen
Jack D Foster Jr	
Cyndi Calhoun	Citizen
Eric DeLeon	Citizen
Nathan Trahan	Business owner
Ben Willey	Citizen
Christina Dickerson	Citizen
Toby Davis	LJA Engineering
Sidney Bradley	City Employee
David Williams	City Employee
Jason Davis	City Employee
Kaitlin Broussard Sanders	Assistant City Secretary

WORKSHOP

Mayor Sanders called the workshop to order at 5:36 p.m. Mayor Pro Tem Henry led the invocation and Alderwoman Jircik led the pledges.

Mayor Sanders moved to item 1 oral presentation from Engineer firms that submitted a RFQ for flood recovery. First, Travis Seller, Tim Buscha, and Matt

Carpenter of IDS spoke before Council regarding their experience, years of experience and answered any questions Council asked of them. Next, Connie Curtis of Kimley-Horn & Associates, Inc spoke before Council regarding their experience, years of experience and answered any questions Council asked her. Lastly, Toby Davis of LJA Engineering spoke before Council regarding their experience, and years of experience.

Mayor Sanders moved to item 2 discuss accounting/bookkeeping proposal received. Council reviewed the proposals, had some questions regarding the proposal and wanted a workshop set up for the firms to come answer questions and meet with Council.

Mayor Sanders moved to item 3 discuss janitorial services proposal received. Council wanted more bids and wanted the ad ran again the paper, placed on the City's website, and facebook page.

Mayor Sanders moved to item 5 review future land use map and annexation map. Map was reviewed by Council and a few more changes were mentioned.

Mayor Sanders moved to item 4 discuss personnel matters. Mayor briefly discussed with Council what the personnel matters on the regular meeting agenda was regarding.

Mayor Sanders moved to item 6 discuss any other business that might need to be brought before Council. There was none.

With no further business needed to be brought before the workshop Mayor Sanders closed the workshop and moved into the regular meeting.

REGULAR MEETING

Mayor Sanders called the regular meeting to order at 6:41 p.m.

Mayor Sanders moved to item 18 consideration and possible action on department reports. At this time Mayor Sanders presented a proclamation to Margaret McIlwain to honor her on her 100th birthday on May 31, 2018 and declaring May 31, 2018 as Margaret McIlwain day in the City of Anahuac.

Mayor Sanders moved to item 1 administer the oath of office for the following:

- a. Cheryl Bagwell Sanders – Mayor
- b. Deidre Crews – Alderwoman Position 4
- c. Danny Thompson – Alderman Position 5

City Secretary Julie Harvill administered the oath of office for all of the above.

Mayor Sanders moved to item 2 consideration and possible action on choosing a new Mayor Pro Tem. A motion to keep Alderman Charlie Henry as Mayor Pro

Tem was made by Alderman Thompson. The motion was seconded by Alderwoman Jircik, all were in favor and the motion carried.

Mayor Sanders moved to item 3 comments from the audience. Jesus Garza and Gary Ferguson signed up to speak before Council. Mr Garza didn't address Council instead gave his 3 minutes to Mr. Ferguson to address Council. Gary read a statement to the Council

Mayor Sanders moved to item 4 consideration and possible action on draft audit report for fiscal year 2017. Albert with Start, Garcia, & Stanley presented the draft audit to Council.

Mayor Sanders moved to item 5 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. Pay Request #4 for CDBG Project # 7216009 in the amount of \$30,034.40
- e. Certificate of Construction Completion (COCC) for the CDBG Project # 7216009
- f. General Contractor's Affidavit of All Bills Paid and Release of Liens
- g. Update on the TWDB project

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

A motion to approve item d – pay request #4 for CDBG Project # 7216009 in the amount of \$30,034.40, e – certificate of construction completion (COCC) for the CDBG Project # 7216009, and f – general contractors affidavit of all bills paid and release of liens was made by Alderwoman Crews. 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 choosing one of the Engineering Firms that submitted RFQ's.

- a. LJA Engineering
- b. IDS Engineering Group
- c. Kimley Horn

A motion choosing LJA Engineering as the engineering firm was made by Alderwoman Jircik. The motion was seconded by Alderman Perry, all were in favor and the motion carried.

Mayor Sanders moved to item 7 consideration and possible action on citizen's agenda request:

- a. **Eric & Azeneth DeLeon** – Discuss restrictions on zone 3 for mobile homes. A motion for Mr. DeLeon to bring permit applications to the City and for a workshop to be scheduled to review the ordinance was made by Alderwoman Crews. The motion was seconded by Alderwoman Jircik, all were in favor and the motion carried.
- b. **Jerry Rainwater** – Requesting an adjustment to the sewer portion of his water bill due to a leak. If approved the credit would be for \$1410.38. A motion to approve the credit was made by Alderwoman Crews. The motion was seconded by Alderman Perry, all were in favor and the motion carried.

Mayor Sanders moved to item 8 consideration and possible action on assigning two new Council members to the hiring committee for the next 6 months. A motion to Alderwoman Crews and Alderman Thompson, with Alderwoman Jircik as a backup was made by Alderman Perry. The motion was seconded by Mayor Pro Tem, all were in favor and the motion carried.

Mayor Sanders moved to item 9 consideration and possible action on awarding 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 place item a on the City's website, City's facebook page and advertise with the Anahuac Progress, and The Seabreeze Beacon for 3 weeks was made by Alderwoman Jircik. The motion was seconded by Alderman Crews, all were in favor and the motion carried.

Mayor Sanders moved to item 10 consideration and possible action on proposal form iWorQ Community Development & Public Works Software. A motion to review this more at the workshop was made by Alderwoman Crews. The motion was seconded by Alderman Perry, all were in favor and the motion carried.

Mayor Sanders moved to item 11 consideration and possible action purchasing vehicles. Alderman Thompson made a motion to purchase a truck under \$25,000.00. The motion was seconded by Alderwoman Crews, all were in favor and the motion carried. A motion was made by Alderman Thompson for the Public Works Director Cort Fyvie to get bids for financing another vehicle and to purchase it if under \$25,000.00. The motion was seconded by Alderwoman Jircik, all were in favor and the motion carried.

Mayor Sanders moved to item 12 consideration and possible action on staying with TWIA for wind storm insurance or switching to Weston Insurance Company. A motion to go with Weston was made by Mayor Pro Henry. The

motion was seconded by Alderman Perry, all were in favor and the motion carried.

Mayor Sanders moved to item 13 consideration and possible action on placing a power pole and street light at the corner of Ross Sterling (563) and Sullivan Street. A motion to have the power pole at the cost of \$800.00 quoted by Alderman Thompson was made by Alderwoman Crews. The motion was seconded by Alderman Perry, all were in favor and the motion carried.

Mayor Sanders moved to item 14 consideration and possible action on closing the West end of Main Street during the boat ramp construction. A motion to approve the road closure was made by Alderman Perry. The motion was seconded by Alderwoman Crews, all were in favor and the motion carried.

Mayor Sanders moved to item 15 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 551.072 of the Texas Government Code – deliberation regarding real property.
- 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 City Administrator.
- 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 Water/Wastewater Operator Sidney Bradley.
- e. 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 Water Operator Jason Davis.
- f. 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 Secretary Julie Harvill.

A motion to go into close session was made by Alderwoman Crews. The motion was seconded by Alderman Perry, all were in favor and the motion carried.

Council convened into closed session at 8:27 p.m.

A motion to convene back into session was made by Alderwoman Jircik. The motion was seconded by Alderwoman Crews, and Council reconvened into open session at 9:52 p.m. and Mayor Sanders moved to item 16 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 have City Attorney Richard Baker settle lawsuit according to his recommendations in closed session was made by Alderwoman Crews. The motion was seconded by Alderwoman Jircik, all were in favor and the motion carried.
- b. Pursuant to Open Meetings Act, Chapter 551, Section 551.072 of the Texas Government Code – deliberation regarding real property. No action taken.
- 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 City Administrator. A motion to set up interviews and Skype with all applicants was made by Alderwoman Crews. The motion was seconded by Alderwoman Jircik, all were in favor and the motion carried.
- 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 Water/Wastewater Operator Sidney Bradley. A motion to make Sidney Bradley lead operator and leave his pay at the interim pay of \$30.00 per hour was made by Alderwoman Crews. The motion was seconded by Alderman Perry, all were in favor and the motion carried.
- e. 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 Water Operator Jason Davis. A motion to pay Jason Davis the agreed amount once he gets his next certification/license was made by Alderwoman Jircik. The motion was seconded by Alderwoman Crews, all were in favor and the motion carried.
- f. 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 Secretary Julie Harvill. A motion to pay Julie Harvill a \$10,000.00 stipend for acting City Administrator and doing the duties of City Administrator to include budget, ordinances, agenda, personnel, grants, public works, and anything outside her city secretary duties was made by Mayor Pro Tem Henry. The motion was seconded by Alderwoman Jircik, all were in favor and the motion carried.

Mayor Sanders moved to item 17 consent agenda

- a. Accounts Payable
- b. Bookkeepers reports from May 2108
- c. Approval of minutes April 9, 2018, and April 21, 2018

- d. Ordinance No. 2018-05-01 – **AN ORDINANCE OF THE CITY OF ANAHUAC, SUSPENDING THE RATES PROPOSED BY CENTERPOINT ENERGY RESOURCES CORP.**
- e. Ordinance No. 2018-05-02 – **AN ORDINANCE AMENDING CHAPTER 51 TO ADD NEW SECTION 51.111 AUTHORITY TO WRITE OFF UNCOLLECTIBLE DEBT.**
- f. Ordinance No. 2018-05-03 – **AN ORDINANCE AMENDING CHAPTER 52 SECTION 52.01 SANITARY SEWER CONNECTION REQUIRED.**
- g. Ordinance No. 2015-05-04 – **AN ORDINANCE AMENDING CHAPTER 51**
- h. Proposal for agreement with Anthony E. Bennett, RS to provide consultation services relating to, but limited to water quality and drinking water regulatory issues as requests by the City.
- i. Purchasing equipment from David Williams for the City Shop

A motion was made to approve all consent items above with the following changed made to the minutes – minutes from April 9, 2018 to place candidate for County Commissioner PCT 2 after Nathan Trahan names so that it's the same as his running opponent and on the April 21, 2018 minutes workshop should be changed to emergency meeting, by Alderwoman Jircik. The motion was seconded by Alderwoman Crews, all were in favor and the motion carried.

Mayor Sanders moved to item 18 consideration and possible action on department reports. A motion to approve the department reports was made by Alderwoman Crews. The motion was seconded by Alderwoman Jircik, all were in favor and the motion carried.

With no further business needed to be brought before the council Mayor Sanders moved to item 19 and regular meeting was adjourned at 9:59 p.m.

**Cheryl Sanders, Mayor
City of Anahuac**

**Julie Harvill, City Secretary
City of Anahuac**