

**CITY OF SHEPHERD
BOARD OF ALDERMEN
REGULAR CALLED MEETING**

10251 Hwy 150, Shepherd Texas- Shepherd Community Center
Monday, February 12, 2018 7:00 PM

OFFICIAL MINUTES

Regular Called Meeting

Members Present: Earl Brown, Mark Porter, Yvonne Ryba, Charles Minton, Shannon Bailey, Amanda Addison

Members Absent:

City Staff Present: City Secretary Debra Hagler, City Attorney Larry Foerster

Others Present: Joseph (Pro Star) PJ & Helen Johnson, Lula Fox, Carolyn Smith, Larry Dean, Pam & Joe Garza, Neal Adams, Jeff Williams, Timmy Richardson, Ray Rash, Adriana Garcia, Pat, Calvin Kinder, and the Jr. ROTC under the direction of SFC Stephenson

CALLED TO ORDER /INVOCATION

Mayor Brown called the meeting to order. City Attorney Larry Foerster said a prayer. The Jr. ROTC under the direction of SFC Stephenson made a presentation of colors and the pledges were stated.

APPROVE MINUTES OF PREVIOUS MEETINGS

Yvonne Ryba made a motion to accept the minutes as presented. Shannon Bailey seconded and the motion passed with a unanimous vote.

APPROVE MONTHLY PAYMENT OF BILLS

Yvonne Ryba made a motion to pay the bills. Charles Minton seconded and the motion passed with a unanimous vote.

LIBRARY REPORT

Director, Helen Johnson stated that library personnel are wrapping up projects. She stated the painting was done. She added that the shelving is running a month behind and the new expected date is April 1st. She stated they are looking at curb appeal. She reported that the food truck fed 150 plus people with the most recent delivery. When asked about the projected opening date of the library she replied "April? Maybe?"

CONSTABLE REPORT

780 miles were driven, 8 hours were spent in court, 5 traffic warning were given, 1agency assist and 13 neighborhood patrols.

EDC Report

Joe reminded about the EDC Seminar scheduled for the 27th with Betty Russo.

PUBLIC WORKS REPORT

Ray stated that meter reading had been done. They had several broken water pipes they have repaired. He reported it had been a busy month on the water side of things. He was happy to add that he believes everything is back to normal again.

PUBLIC INPUT:

PUBLIC INPUT FOR ITEMS NOT LISTED ON AGENDA:

OLD BUSINESS:

NONE

NEW BUSINESS:**Discuss and take action to grant Pam Dean Garza a mobile home variance on 110 Dean Road**

Charles Minton made a motion to approve this variance. Shannon Bailey seconded and the motion passes with a unanimous vote. It is a brand new 2018 home being put on family property.

Discuss and take action to grant a Mobile Home variance for 141 Martin

Shannon Bailey made a motion to grant the variance if the home passes an inspection. Charles Minton seconded and the motion passed with a unanimous vote. Larry explained that the current ordinance allows for an Occupancy Permit to be issued pending a property Inspection Report by a license inspector. The home owner pays for the inspection. *Note: Due to the difficulty in finding a home inspector that would inspect the home with no utilities and after discussion with Attorney Larry Foerster, it was agreed to issue a Temporary Occupancy Permit and allow the homeowner to get all utilities hooked up and then obtain the home inspection. The home owner has been making progress but the inspection report has not been submitted to the City yet.

Discuss and take action on complaint from Happy Days Diner regarding drainage.

Charles Minton made a motion to table this item. Shannon Bailey seconded and the motion passed with a unanimous vote. With the report from Shannon and from Ray it was discussed that possibly enhancing the ditch that runs North and South on the West side of the parking lot could help the drainage issue. The question is who owns this property?

Discuss and take action on request from Kelle Odom from Grant Works for a home application resolution.

Shannon Bailey made a motion to table this item. Mark Porter seconded and the motion passed with a unanimous vote. Ms. Odom presented information regarding home being built at no cost to the owner or to the City. The owner must commit to living in the house for an additional 15 years after these repairs are complete. The owner must understand there is a chance the property value will increase and the property taxes will go up as well. One of the qualifying factors will be that everyone in the house makes less than median income. Ms. Odom thought that we had previous documentation on this program but there was a lack of communication and she faced the council with them having no background information. The Council was not willing to make a decision at this time.

Discuss and take action to grant a franchise agreement to David Cook for a trash service

No Action was taken on this item. Mr. Cook was not present.

Discuss and take action on the proposed lease agreement with the Shepherd ISD.

Mark Porter made a motion to reject this contract based on the Attorney's concerns. Shannon Bailey seconded and the motion passed. The attorney was concerned about the amount of liability the City would be assuming without ownership. The attorney suggested that the City be taken out of the equation. He did state he would be open to revisit this matter.

Discuss and take action to renew the interlocal agreement with San Jacinto County.

Shannon Bailey made a motion to accept this interlocal agreement. Mark Porter seconded and the motion passed with a unanimous vote.

Discuss and take action on the Contract with Goodwin Lassiter for comprehensive study, which will cost \$32,300.00, to determine scope of work needed for infrastructure upgrades to be used to seek funding.

Yvonne Ryba made a motion to move forward with this. Charles Minton seconded and the motion passed with a unanimous vote. The cost of this study includes street upgrades and the cost was increased from \$30,000.00 to \$32,300.00.

Discuss and take action needed to set a date for a workshop regarding the floor plan/design of the New

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City Hall.

Mark Porter made a motion to schedule a workshop for February 26 @ 6:00PM at the Cantu Building. Shannon Bailey seconded and the motion passed with a unanimous vote.

Discuss and take action to being the hiring process to fill the vacant city positions.

Shannon Bailey made a motion to move forward with the hiring process. Yvonne Ryba seconded and the motion passed with a unanimous vote. Discussion was help to advertise all three vacancies and to fill the library and the operation position at the March Meeting and to fill Sherry's vacancy at the April Meeting.

Discuss and take action on understanding how the City water system shut down during extreme cold weather? Also what preventative measures could we have taken to prevent the loss of water?

No action was taken on this item. Ray explained that a small line froze that connects to a gauge which resulted in the tank not calling for the wells to refill the tank. Ray suggested that a permanent fix would be to build a building to put the controls in.

The crowd was removed and the council entered into executive session at 8:07pm

The Council existed executive at 9:07pm.

The Council reconvened into open session with no action being taken as a result of the executive session.

ANNOUNCEMENTS:

NONE

ADJOURNMENT

Shannon Bailey made a motion to adjourn. Amanda Addison seconded and the motion passed with a unanimous vote.

Earl Brown, Mayor
Prepared by City Secretary, Debra Hagler