

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

28 N. Liberty Shepherd Texas- Shepherd City Hall Council Chambers  
Monday, February 10, 2020 6:30 PM

**OFFICIAL MINUTES**

**Regular Called Meeting**

**Members Present:** Charles Minton, Shannon Bailey, Amanda Addison, Mark Porter, Curtis Ainsworth, Ray Marrs

**Members Absent:**

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

**Others Present:** Jamie White, Pat Reynolds, Rat Atchley, Larissa Koeg, Joe Williamson, Tammy Russel, Layla Johnson, Helenmarie & PJ Johnson, Rich Irwin, Brandie Sieverston, and Kathy Hale-manager for Shepherd Senior Apts., Linda Hopkins, Ray Vann, Alvie Ellis, JRROTC, Srgt. McDonald & Stevenson, Isaac Addison, Lesly Martinez, Brother Branch from First Baptist Church.

**CALLED TO ORDER /INVOCATION**

Mayor Minton called the meeting to order. Pastor Branch from the First Baptist Church led in prayer. The pledges to the American and the Texas flag were stated as the flags were presented by the JRROTC.

**PUBLIC INPUT:**

**Alvie Ellis:** Mr. Ellis complained about the trash on Shoemaker Road. He suggested putting cameras in place to catch the people that are dumping the trash. He feels the only way to solve the problem is to catch them and fine them. He also complained about a pothole in the middle of the road that he had reported before. He felt the Public Works Department only put a teacup amount of asphalt in the hole to patch it.

**PUBLIC INPUT FOR ITEMS NOT LISTED ON AGENDA:**

**OLD BUSINESS:**

**Discuss and take action on a variance request from Martha Hernandez to put a mobile building at 1051 N. Byrd Ave for a small tax office.**

Mark Porter made a motion to table this item until Ms. Hernandez can be present. Curtis Ainsworth seconded and the motion passed with a unanimous vote.

**Discuss and take action to solicit bids for a dump truck**

Shannon Bailey made a motion to have Taylor from BES look at the gas tank on the dump truck before any bids are sought. Mark Porter seconded and the motion passed with a unanimous vote. Councilman Ainsworth looked and the truck and he felt the gas tank deterioration is causing the problems. Curtis stated he can't do the work. Disposal of the diesel has to be taken into consideration.

**NEW BUSINESS:**

**Discuss and consider approval of a package containing resolutions, policies, proclamations and plans as required by the Texas Department of Agriculture related to TxCDBG Contract No. 7219459 and the Texas General Land Office as related to CDBG-DR Contract No: 20-065-014-C053.**

Shannon Bailey made a motion to approve this resolution package. Mark Porter seconded and the motion passed with a unanimous vote. The resolution states that if there is a protest we have to commit to no excessive force. Ray Vann stated the next step is the environmental.

**Discuss and take action on a Manufactured Home Variance for Adriana Garcia at 141 Martin.**

Shannon Bailey made a motion to table this item until she can be present to make this request. Mark Porter seconded and the motion passed with a unanimous vote.

**Discuss and take action on a Manufactured Home Variance for Sicsijani Romero on Burrell St.**

Mark Porter made a motion to grant this variance subject to it passing inspection. Shannon Bailey seconded and the motion passed with 3 voting yes. Lesly Martinez, City Employee, volunteered and translated for Ms. Romero. The home

is a 1992 and is currently located on Red Oak. She and her husband are going through a divorce and she needs to relocate the home. The council agreed to this IF her home passes an inspection from Synergy/Eli and she is required to pay his fee.

**Discuss and take action to grant Good Shepherd Baptist Church a variance to allow a Conex Unit behind their fellowship Hall.**

Mark Porter made a motion to deny this request. The motion died for lack of a second. Curtis Ainsworth made a motion to grant this request stating that a pad would be required. Shannon Bailey seconded this and the motion passed.

**Discuss and take action on request from Albert Carter to install Street Lights at the intersection of S. Byrd and Galilee Street and Hallelujah Street.**

Amanda Addison made a motion to have these two lights installed. Curtis Ainsworth seconded and the motion passed with a vote of three.

**Discuss and take action to Hire Maintenance Worker.**

Mark Porter made a motion hire Josh Shoemaker based on the Mayors recommendation. Curtis Ainsworth seconded and the motion passed with a unanimous vote. The Mayor explained that the City had received no applicants with a C license that he was recommending hiring someone to mow and patch potholes. He will be paid \$11.00 an hour during his 90 day period and the possibility of being paid \$12.00 after his first 90 days.

**Discuss and take action to allow S J County Permitting Department to permit any home in the flood plain. The County asked for this to be rescheduled until next month.**

**Discuss and take action from Shepherd Senior Apartments to have a different form of billing.**

Mark Porter made a motion to deny changing her billing. Amanda Addison seconded and the motion passed with a unanimous vote. Kathy Hall the manager states that sometimes she is billed for zero usage and yet her bill is over \$1500. \$1500 is her minimum bill. She stated she has 32 apartments and 27 of them have only 1 person residing in the apartment. She is hoping to acquire a form of billing that will reduce her monthly payment. Mark Porter explained this would have to be a change to the whole ordinance that the City can't decide a rate on a case by case basis. He verified that the Shepherd Senior Apts are "for profit" and not part of HUD.

**Discuss and take action regarding codification of city ordinances.**

Shannon Bailey made a motion to go with Franklin. Mark Porter seconded and the motion passed.

**Discuss and take action to allow Neil Adams to buy the Security Vest purchased by the City for his use while he was the City Officer.**

Curtis Ainsworth made a motion to allow Neil Adams to buy back this vest for the purchase price. Shannon Bailey seconded and the motion passed.

**Discuss and take action to make a recommendation to fill the Deputy Constable position designated as the City Officer.**

Amanda Addison made a motion to accept Ray Atchley's recommendation and have Larissa Koeg fill the Deputy Position and be the City's designated officer. Mark Porter seconded and the motion passed with a unanimous vote

**Executive Session for Deliberations about Personnel Matters involving the City librarian and Consultation with Attorney pursuant to Texas Open Meetings Act, Sections 551.071 and 551.074 of Texas Government Code.**

Executive Session began at 7:25 and ceased at 8:54

**Take action on any deliberation involving City librarian resulting from Executive Session.**

No Action was taken from the Council. Helenmarie verbally stated that she would be resigning.

**APPROVE MINUTES OF PREVIOUS MEETINGS**

Amanda Addison made a motion to accept the minutes as presented. Ray Marrs seconded, and the motion passed with a unanimous vote.

**APPROVE MONTHLY PAYMENT OF BILLS**

Mark Porter made a motion to pay the bills. Shannon Bailey seconded, and the motion passed with a unanimous vote.

**Announcements and Discussion:**

None

**ADJOURNMENT**

Shannon Bailey made a motion to adjourn. Mark Porter seconded, and the motion passed with a unanimous vote.

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Charles Minton, Mayor  
Prepared by City Secretary, Debra Hagler