

**CITY OF SHEPHERD
BOARD OF ALDERMEN
Regular Called Meeting
28 N. Liberty, Shepherd City Council Chambers
Monday, February 13, 2023, 6:30 PM
OFFICIAL MINUTES**

Regular Called Meeting:

Members Present: Charles Minton, Mark Porter, Curtis Ainsworth, Ray Marrs, Yvonne Cones, Susan Daniels

Members Absent:

City Staff Present: City Secretary Debra Hagler, Larry Foerster

Others Present: Deputy Headley, CEO of The Health Center, Rebecka Harrell, Gil Smith, Eddie Ray Charles, Alberta Lewis, James McCoy, Jerry Lee, JB Green. Maurice Stephenson and the JROTC.

CALLED TO ORDER /INVOCATION

Mayor Minton established a quorum called the meeting to order. Curtis Ainsworth led in prayer. The pledges were recited while the JROTC presented the flags.

PUBLIC INPUT:

Jerry Lee requested an update on the road and drainage issues discussed at the previous meeting. Was the City able to find any funding? The Mayor responded with assurance that options are being explored including a Bond which will be voted on by the citizens.

PUBLIC INPUT FOR ITEMS NOT LISTED ON AGENDA:

None

REPORTS:

Deputy Headley presented his monthly report Mrs. Cones mentioned that Dept. Headley was the runner up for “Best Peace Officer” in San Jacinto County. He also reported that the process to obtain approval from TCLOE for the Shepherd Police Department is moving forward. The site inspection passed. The next step is getting Judge Faulkner’s signature on a Memorandum of Understanding for services that will be provided by the Sheriff’s Department. Mayor Minton commended Dept. Headley on the administrative efforts of putting together the nearly 600-page application packet.

OLD BUSINESS

Discuss and take action to set a public hearing to adopt Ordinance #343 to approve the abandonment of a portion of the alley in Block 54 of the Shepherd Townsite and to authorize the sale of this portion of alley to Jefferson C. Langham Sr.

Yvonne Cones made a motion to reschedule this item for the March 13, 2023, City Council meeting. Ray Marrs seconded, and the motion passed unanimously. There was a glitch, and the public notice did not get printed in the San Jacinto News Times. The Langham’s representative was notified and understood the need to reschedule.

NEW BUSINESS

Discuss and take any action necessary regarding presentation from Health Center of Southeast Texas

Curtis Ainsworth made a motion stating the City supports their expansion plans. Yvonne Cones seconded. The motion passed with a unanimous vote. The expansion will be approximately 1740 square feet behind the existing building. The parking will be moved to the side of the building close to the Nursing Home. This expansion will allow an additional Primary Care physician and will also allow them to offer behavioral care. The source of the funding is from Government Funds.

Discuss and take action to adopt Ordinance # 344 to authorize participation with other Entergy service area cities in matters concerning Entergy Texas Inc at the Public Utility Commission of Texas in 2023

Susan Daniels made the motion to adopt this ordinance. Curtis Ainsworth seconded. The motion passed with a unanimous vote. This Ordinance allows Cities to come together and as a collective effort monitor and act upon Entergy’s Rates. Normally this results in a compromise.

Discuss and take action on request from Allen Criswell to place a cabin at 190 S. Railroad to be used as his construction business office.

No Action was taken on this agenda item as Mr. Criswell was not present to make his request.

Discuss and take action on request from Sargent Chimney to create an ordinance or permit to regulate the excessive number of false alarms.

Curtis Ainsworth made a motion to authorize the City Attorney to draft an Ordinance to address false alarms. Yvonne Cones seconded, and the motion passed with a unanimous vote. This is a request from one of the Sheriff Department's Officers. The officers must respond to an alarm, and they are responding to multiple false alarms at the same location. This ordinance will help ensure that law enforcement officers are not responding to false alarms by opening up communications with the property owners. The City Attorney stated the City of Conroe has a similar ordinance.

Discuss and take action to install a streetlight around the intersection of Myrtie and Dirden

Susan Daniels made a motion to approve the installation of a light at this location. Curtis Ainsworth seconded, and the motion passed with a unanimous vote.

Discuss and take action regarding truck repair.

Curtis Ainsworth made a motion to replace the engine and have a warranty. Susan Daniels seconded, and the motion passed with a unanimous vote. Two quotes were presented. One to repair the engine and only the parts listed on the invoice would have any type of warranty or to replace the engine and have a 3-year warranty. The difference in price was about \$2000.00. Curtis Ainsworth stated the warranty would be worth this difference.

Discuss and take action on roof repair of Council Chambers.

Ray Marrs made a motion to get a roofer to look at the roof and submit a price quote. Mark Porter seconded, and the motion passed with a unanimous vote. Discussion was held to investigate who put the current roof on and is there any warranty remaining on the roof and to get a roofer to evaluate it if there is no warranty.

Discuss and take action to grant possible building permit variance to First Baptist Church Helping Hands Food Pantry.

Curtis Ainsworth made a motion to grant a variance to this project and allow them to build across property lines as this is a benefit available to the entire community. Susan Daniels seconded the motion and it passed with a unanimous vote. The Church has two lots where the current Helping Hands building is. They have requested the City allow them to build on the two lots as opposed to getting a survey to make this location one property. This will address items #3, #4 and #5 on the plan review from Bureau Veritas.

Discuss and take action to set a procedure for permitting non-compliance.

No action was taken on this item. The attorney stated that we should simply follow the Ordinance as it has a penalty clause in it.

Discuss and take action to set update the meter tampering policy.

There was no action on this item as it will fall under a Class B Criminal Mischief law thereby allowing criminal charges to be filed.

Discuss and take action to cash a CD and use it to lay an asphalt overlay on as many streets as possible.

No action was taken on this item. It was suggested that Mayor Minton see if City Engineers could update cost of the most recent Feasibility Study.

Enter Executive Session to discuss Personnel Matters.

Full Council, City Attorney Larry Foerster and City Secretary Debra Hagler entered Executive Session at 7:55pm

Adjourn Executive Session and back to open meeting.

Executive Session was adjourned at 8:05pm

Discuss and take action to fill The Public Works Director position, hire a licensed operator or contract a licensed operator.

Susan Daniels made a motion that the City of Shepherd hire a Public Works Director. Mark Porter seconded, and the motion passed with a unanimous vote.

Minutes:

Yvonne Cones made a motion to accept the minutes as presented. Curtis Ainsworth seconded, and the motion passed with a unanimous vote.

Payment of the Bills:

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

ANNOUNCEMENTS

None

ADJOURNMENT: 8:07

Yvonne Cones made a motion to adjourn, and Curtis Ainsworth seconded. The motions passed with a unanimous vote.

Charles Minton, Mayor
Prepared by City Secretary, Debra Hagler