

**MINUTES
CITY OF TEAGUE
BOARD OF ALDERMEN
REGULAR MEETING
NOVEMBER 20, 2017 6:00 P.M.**

1. CALL TO ORDER AND ANNOUNCE QUORUM IS PRESENT: *The meeting was called to order at 6:00 PM by Marilyn Michaud, Mayor Pro Tempore and Quorum was announced with all the Aldermen seated at their respective places with Mayor Earnest G. Pack and Alderman Nickleberry absent.*
2. INVOCATION: *Alderman Ron Rasbeary*
3. PLEDGE TO THE FLAG: *Interim Police Chief DeWayne Philpott*
4. VISITORS/CITIZENS COMMENTS: At this time, any person with business before the Council not scheduled on the Agenda may speak to the Council for a maximum of three (3) minutes. No formal action can be taken on these items at this meeting. *None*
5. CONSENT AGENDA:
 - a. Approve Minutes from the October 16, 2017 Regular Meeting of the Board of Aldermen
 - b. Approve the check register for the month of October 2017
 - c. Approve Financial Statement for October 2017*Motion to approve the consent agenda was made by Alderman Rasbeary, seconded by Alderman Hertenberger. Motion carried 4-0.*

Alderman Rasbeary requested to move to Agenda Item New Business and come back to Agenda Item Old Business after Alderman Nickleberry arrives.

6. NEW BUSINESS:
 - a. DISCUSSION AND POSSIBLE ACTION ON APPROVING THE FOLLOWING ECONOMIC DEVELOPMENT CORPORATION BOARD APPROVED PROJECTS:
 - \$2,000 contribution to the City of Teague for Main Street Christmas Lights
 - Water and Sewer Taps for Hair Razor's move to new location*Bill Elliott, EDC Director, stated that the EDC Board approved the contribution of \$2,000 to help the City with lights and decorations for downtown and the Board approved to pay for Hair Razor's new locations Water and Sewer Taps.*
Theresa Prasil, City Administrator stated that Public Works located the original water tap while digging the new one meaning that only the sewer tap would need to be paid for.
Motion to approve the \$2,000 contribution to the City of Teague for Main street Christmas Lights and the payment for the sewer tap for Hair Razors at their new location was made by Alderman Hertenberger, seconded by Alderman Rasbeary. Motion carried 4-0.
 - b. DISCUSSION AND POSSIBLE ACTION ON APPROVING NANETTE HARWELL TO THE ECONOMIC DEVELOPMENT'S BOARD OF DIRECTORS:
Alderman Rasbeary asked does Nanette live inside the city limits?
EDC Director Elliott responded she is the President of Prosperity Bank.
Motion to approve Nanette Harwell to the Economic Development's Board of Directors was made by Alderman Rasbeary, seconded by Alderman Hertenberger. Motion carried 4-0.



- c. DISCUSSION AND POSSIBLE ACTION ON APPROVING A RESOLUTION OF VOTES CAST FOR BOARD OF DIRECTOR MEMBERS OF THE FREESTONE CENTRAL APPRAISAL DISTRICT:

Motion to approve the resolution of all City of Teague votes for Lovie Whyte for Board of Director members of the Freestone Central Appraisal District was made by Alderman Rasbeary, seconded by Alderman Hertenberger. Motion carried 4-0.

- d. DISCUSSION AND POSSIBLE ACTION ON APPROVING TREASURY MANAGEMENT RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE THE AGREEMENT; ACCEPT ON BEHALF OF THE CITY OF TEAGUE THE TERMS AND CONDITIONS; PERFORM ANY TRANSACTIONS PURSUANT TO THE AGREEMENT; AND APPOINT AND REMOVE SYSTEM ADMINISTRATORS AND USERS TO PERFORM AUTHORIZED TRANSACTIONS UNDER THE AGREEMENT:

Motion to approve the Treasury Management Resolution authorizing the Mayor to execute the agreement; accept on behalf of the City of Teague the terms and conditions; perform any transactions pursuant to the agreement; and appoint and remove system administrators and users to perform authorized transactions under the agreement was made by Alderman Rasbeary, seconded by Alderman Mims. Motion carried 4-0.

- e. DISCUSSION AND POSSIBLE ACTION ON APPROVING THE 2018 CALENDAR YEAR HOLIDAY SCHEDULE FOR THE CITY OF TEAGUE:

Motion to approve the 2018 Calendar Year Holiday Schedule for the City of Teague was made by Alderman Rasbeary, seconded by Alderman Hertenberger. Motion carried 4-0.

- f. DISCUSSION AND POSSIBLE ACTION ON APPROVING GUIDELINES AND FEES FOR THE USE OF THE CITY OF TEAGUE'S COLLECTION CENTER BY RESIDENTS OF THE CITY OF TEAGUE:

City Administrator Prasil stated that due to the nearly \$30,000 expense for additional roll-off's in the 2017 Fiscal Year we felt it was necessary to find a resolution to offset the cost to allow for the continuation of the Collection Center service for the community. She also explained that other cities charge to use their similar services. She also stated that we felt that we needed to allow two free 2 axle vehicles trips per monthly billing cycle to continue to promote and help property owners keep their properties clean. The staff working at the Collection Center has informed us that there are a few people who take advantage of this service causing the roll-offs to fill up quickly causing others inability to use this service. The expense for additional roll-offs and the lack of rules for the collection center has contributed to many issues and it is very important we put something in place to continue to be able to provide our community with the Collection Center service. Jacob Cowling, Public Works Director, and I worked together and compiled the attached Collection Center rules to include the following qualifications:

- *Must be an Active Residential Garbage Paying Customer*
- *Reside within the City limits of Teague*
- *Must present current City of Teague Utility Bill & Photo ID to City staff*
- *2 Free vehicle trips per monthly billing cycle (2 axle vehicle)*
- *\$10 charge per additional 2 axle vehicle loads*
- *\$25 charge per trailer load (2 axle trailers only)*
- *No commercial vehicles and/or commercial dumping*

She also stated that the items accepted and not accepted are included on the rules and are as they have always been as outlined by Metro Sanitation.

Alderman Rasbeary stated that if this passes this goes into effect immediately and we need to get a sign for the Collection Center and make sure we put it in the newspapers to notify the community.

Motion to approve the Collection Center guidelines and fees as outlined in the attached document was made by Alderman Rasbeary, seconded by Alderman Hertenberger. Motion carried 4-0.

- g. DISCUSSION AND POSSIBLE ACTION ON APPROVING A RESOLUTION FOR THE SALE OF THE TEAGUE FIRE DEPARTMENT'S 2001 PIERCE INTERNATIONAL PUMPER TRUCK; AND APPROVING THE METHOD OF SALE FOR SAID TRUCK; AND DETERMINE THE FAIR MARKET VALUE OF SAID TRUCK; AND SETTING THE MINIMUM BID FOR SAID TRUCK; AND AUTHORIZING THE CITY ADMINISTRATOR TO REQUEST THE CITY ATTORNEY TO PREPARE THE NOTICE OF SALE AND OTHER RELATED DOCUMENTS FOR THE SALE OF SAID TRUCK:

City Administrator Prasil explained that the new fire truck the City is purchasing is set to be delivered in February and that the City needed to make a decision on selling the one it is replacing. She stated that with the help of Bryan Teer, Assistant Fire Chief, a fair market value of \$60,333 was able to be obtained by the prices of similar trucks and that the minimum bid cannot be less than the established fair market value. She also informed the Board of Aldermen that a method of sale, such as a live auction, online auction or sealed bids, would need to be approved.

Motion to approve the resolution for the sale of the Teague Fire Department's 2001 Pierce International Pumper Truck; and approving advertisement for sealed bids for method of sale; and determining the fair market value to be \$60,333; and setting \$60,333 as the minimum bid was made by Alderman Rasbeary, seconded by Alderman Mims. Motion carried 4-0.

- h. DISCUSSION AND POSSIBLE ACTION ON APPROVING A BID FROM TEXAS MAINTENANCE SERVICES IN THE AMOUNT OF \$1,390 PER MONTH TO PERFORM THE JANITORIAL SERVICES AT CITY HALL/POLICE DEPARTMENT/COUNCIL CHAMBERS, LIBRARY, PUBLIC WORKS OFFICE BUILDING AND THE COMMUNITY CENTER/OVER 55 BUILDING TO INCLUDE ALL SUPPLIES AND EQUIPMENT NECESSARY TO PERFORM SAID SERVICES:

Alderman Hertenberger asked how often will the cleaning services be performed?

City Administrator Prasil responded with weekly.

Motion to approve the bid from Texas Maintenance Services in the amount of \$1,390 per month to perform the janitorial services at City Hall/Police Department/Council Chambers, Library, Public Works Office Building and the Community Center/Over 55 Building to include all supplies and equipment necessary to perform said services was made by Alderman Hertenberger seconded by Alderman Rasbeary. Motion carried 4-0.

- i. DISCUSSION AND POSSIBLE ACTION ON APPROVING A BID FROM TEXAS MAINTENANCE SERVICES IN THE AMOUNT OF \$58,850 PER YEAR FOR CONTRACTED MOWING SERVICES FOR THE CITY OF TEAGUE PROPERTIES:

Motion to approve a bid from Texas Maintenance services in the amount of \$58,850 per year for contracted mowing services for the City of Teague Properties was made by Alderman Rasbeary, seconded by Alderman Hertenberger. Motion carried 4-0.

- j. DISCUSSION AND POSSIBLE ACTION ON APPROPRIATING \$45,000 FROM THE FUND RESERVE; AND AMENDING THE 2017-2018 FISCAL YEAR BUDGET EXPENSE LINE ITEM 03-49-5365, POLICE DEPT. BUILDING REPAIRS, IN THE AMOUNT OF \$45,000 FOR THE REMAINING REPAIRS TO THE NEW POLICE DEPARTMENT BUILDING:

Motion to appropriate \$45,000 from the Fund Reserve; and amend the 2017-2018 Fiscal Year Budget expense line item 03-49-5365, Police Dept. Building Repairs, in the amount of \$45,000

for the remaining repairs to the New Police Department Building was made by Alderman Hertenberger, seconded by Alderman Rasbeary. Motion carried 4-0.

- k. DISCUSSION AND POSSIBLE ACTION ON APPROPRIATING \$8,200 FROM THE FUND RESERVE; AND AMENDING THE 2017-2018 FISCAL YEAR BUDGET LINE ITEM 03-49-5907, EQUIPMENT: SAFETY, IN THE AMOUNT OF \$8,200 FOR THE PURCHASE OF 8 PATROL RIFLES, SLINGS AND VEHICLE MOUNTED GUN LOCKS:

Interim Chief Philpott presented information regarding Officer safety issues due to the lack of proper rifles for the Police Department.

Alderman Rasbeary asked how often will the Officers qualify with rifle.

Interim Chief Philpott responded that TCOLE requires Officers to qualify a minimum of one time annually.

Alderman Rasbeary commented that he felt that procedures need to be put in place requiring Officers to practice more than just one time a year.

Interim Chief Philpott responded we can require Officers to practice at the range as often as we would like them to.

Motion to appropriate \$8,200 from the Fund Reserve; and amend the 2017-2018 Fiscal Year Budget Line Item 03-49-5907, Equipment: Safety, in the amount of \$8,200 for the purchase of 8 patrol rifles, slings and vehicle mounted gun locks was made by Alderman Rasbeary, seconded by Alderman Hertenberger. Motion carried 4-0.

At 6:32 PM Open Session convened into Executive Session

At 6:35 PM Alderman Nickleberry enters meeting

7. ADJOURN INTO EXECUTIVE SESSION: The Board of Aldermen will adjourn into executive session to consider the following items:

- a. **Personnel Matters:** Conduct an executive session as authorized by Texas Government Code, Section 551.074(a)(1) to deliberate the appointment, **employment**, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee: Justin Campbell, Police Officer Applicant

8. OPEN SESSION: *At 6:45 PM Executive Session Adjourned into Open Session.*

9. RECONVENE INTO REGULAR SESSION AND TAKE ACTION AS NECESSARY ON ITEMS DISCUSSED IN EXECUTIVE SESSION:

Motion to hire Justin Campbell at \$16/hour as a Police Officer; and to be placed on a 90 day to 6 months' probation; and after completion of 6-month probation increase rate of pay to \$16.50/hour was made by Alderman Rasbeary, seconded by Alderman Mims. Motion carried 5-0

10. OLD BUSINESS:

- a. DISCUSSION AND POSSIBLE ACTION ON APPROVING WATER INFRASTRUCTURE PROJECT ON NORTHLINE ROAD AND PARKWOOD STREET; AND AUTHORIZE THE CITY ADMINISTRATOR TO WORK WITH GOVERNMENT CAPITAL ON FINANCING OPTIONS; AND AUTHORIZE THE CITY ADMINISTRATOR TO ADVERTISE FOR BIDS FOR SAID PROJECT:

City Administrator Prasil addressed the issue, identified by the Board of Alderman at last month's meeting, and that changing engineers at this time would cause many issues with current projects due to the Master Agreement with the firm. City Administrator Prasil also explained that the Public Works Director and she researched and concluded that TRC's fees align with many other engineering firms. D'Yanne Carson, representative from Government Capital Securities, presented information on possible financing options for the project.

Minutes: 

Alderman Rasbeary asked how long this process would take and asked that we bring it to the next meeting.

City Administrator Prasil explained that due to the Bid process this may not be ready by the December meeting, but if needed we can call a special called meeting. She also presented information regarding borrowing from the Fund Reserve and paying it back over a specific time period.

Mayor Pro Tempore Michaud stated this option would save us nearly \$100,000.

Alderman Rasbeary stated that we should not take the money from the Fund Reserve in case an emergency was to happen, and we should just borrow it.

City Administrator Prasil reminded the Board of Aldermen that we would need to establish a way of generating additional revenue for the payments for the project.

Alderman Hertenberger stated increase the water bills.

City Administrator Prasil commented that the City of Teague has one of the lowest Water Utility Bills in the area and that with a \$5.00 increase in the base water bill would generate an estimated \$76,000 additional funds.

Motion to authorize the City Administrator to work with Government Capital on financing options; and authorize the City Administrator to advertise for bids for the water infrastructure project on Northline Road and Parkwood Street was made by Alderman Nickleberry, seconded by Alderman Rasbeary. Motion carried 5-0.

11. **ADJOURNMENT:** *At 7:07 PM motion to adjourn was made by Alderman Rasbeary, seconded by Alderman Mims. Motion carried 5-0.*

The meeting adjourned.

The City of Teague,




Theresa Prasil, City Secretary / Adm


Marilyn Michaud, Mayor Pro Tempore