

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

28 N. Liberty Shepherd Texas- Shepherd City Hall Council Chambers  
Monday, February 11, 2019 6:30 PM

**OFFICIAL MINUTES**

**Regular Called Meeting**

**Members Present:** Charles Minton, Mark Porter, Shannon Bailey, Amanda Addison, Yvonne Cones

**Members Absent:**

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

**Others Present:** Joe Williamson, Isaac Addison, Eli, Rick Hanna, Neil Adams, Ray Vann, JRROTC, Clyde Jordan, Justin Branch, Jimmy Owens, Jacob McAdams, Darryl Richardson, Mrs. Porter, Caleb Thompson and his wife, Lance and Elaina Efird, Michele Long, James McCoy, Jennifer / Jenny Greenhaw, Janelle Fletcher.

**CALLED TO ORDER /INVOCATION**

Mayor Charles Minton called the meeting to order. Brother Justin Branch, Pastor of First Baptist Church led the prayer. The JRROTC presented the flags and the pledges were stated.

**PUBLIC INPUT:**

None

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

**Michelle Long, James McCoy:** Informed the Council that they felt their ditches are not draining properly. Mr. Bailey committed to viewing the situation to access and possible find an approach.

**OLD BUSINESS:**

None

**NEW BUSINESS:**

**Discuss and take action to adopt a resolution to submit a 2019-2020 Texas Community Development Block Grant application to the Texas Department of Agriculture.**

Yvonne Cones made a motion adopt a resolution to submit a 2019-2020 TCDBG application to TDA and to move forward with a waste water project for the grant. Mark Porter seconded and the motion passed with a unanimous vote. Ray Vann was present. He stated the project needs to have City Wide Benefit. The full amount of the grant is \$275 thousand dollars. The Resolution will appoint the Mayor and the Mayor Pro Tem the ability to sign regarding this grant. Mr. Vann stated that the City has already followed proper procedure to procure a grand administrator (himself- Ray Vann) and grant engineers (Goodwin Lasiter). Jimmy Owens was present and made two suggestions, a water project and a wastewater project. The water project would be to increase the size of the water lines between each of the water wells and the elevated tank. The sewer project suggested would be a basin at the Sewer plant to hold excess when infiltration causes an issue. \*Note: The Council determined a sewer project would be most beneficial to the City and set a workshop for March 6<sup>th</sup> at 6:00pm to discuss option before making a final decision.

**Discuss and take action to have Rick Hanna and or Elias Fernandez consider all manufactured home variances.**

Mark Porter made a motion for council to continue to consider any request for a variance. Shannon Bailey seconded and the motion passed with a unanimous vote. The points in favor of Synergy taking the request for a variance were that it would ensure level playing fields, the request could be taken care of quicker and there are simply some elements that council doesn't consider. Mark Porter voiced his concern and stated he disagreed. Larry Forester agreed with Mr. Porter and stated the Council should make the decision. The need to modify the ordinance was discussed to possibly make the age of the home to be 2009 or newer and to add contingent upon Eli's (building inspector) approval. Mr. Hanna stated that if the Ordinance is being updated that it may be wise to consider adding Appendix Q in regards to Tiny Houses.

**Discuss and take action to appoint Freddy Ramos to fill the vacant position on the EDC Board.**

Amanda Addison made a motion to appoint Freddy Ramos to fill the vacant EDC position. Yvonne Cones seconded and the motion passed with a unanimous vote.

**Discuss and take action to allow the SJC Appraisal District to use the Community Center for a program put on by the Texas forestry service regarding timberland.**

Mark Porter made a motion to allow the use of the building with no fee but the \$150.00 refundable deposit would be required. Amanda Addison seconded and the motion passed with a unanimous vote.

**Discuss and take action if necessary regarding ideas to ensure the Community Center is getting cleaned properly before the deposit is returned.**

Shannon Bailey made a motion that every person that rents the building must put up a deposit even if the rental fees are waived and that a City employee should check the building after each event. Mark Porter seconded and the motion passed.

**Discuss and take action if needed regarding technology upgrades suggested by Isaac Addison.**

Mark Porter made a motion to allow Isaac Addison to evaluate the City's current technology. Yvonne Cones seconded and the motion passed with a unanimous vote. Isaac stated that in visiting City Hall he noticed the lack of modern technology and he would like to review the inventory and present a proposal to upgrade, secure and service the City's technology. He stated there are some security concerns that are IT related. He proposes to present a cost of upgrades, a service agreement to manage and maintain. Mr. Forester stated that cost needs to be considered. If the contract goes over \$50,000 it has to be bid out and the fact that he is the husband to a council woman may present the need to bid the project out as well.

**Discuss and take action to reimburse Yvonne Cones for cost charged by plumber when stoppage was on the City Side.**

Shannon Bailey made a motion to reimburse her the amount of the invoice. Amanda Addison seconded and the motion passed with a unanimous vote. The Invoice amount was \$225.00 Mrs. Yvonne thought the problem was hers. After the plumber did the work he informed her that the problem was on the City side.

**Discuss and take action to reschedule the March City Council Meeting because it falls on Spring Break.**

Mark Porter made a motion to reschedule the March meeting to Wednesday March 6<sup>th</sup> with a workshop from 6:00-7:00pm and the Council meeting to start at 7:00pm. Yvonne Cones seconded and the motion passed with a unanimous vote.

**Discuss and take action necessary to select an employee for the maintenance in the Utility Dept.**

Amanda Addison made a motion to hire Caleb Thompson to fill the vacant Utility maintenance position. Mark Porter seconded and the motion passed with a unanimous vote. Charles Minton and Shannon Bailey conducted the interviews and they recommended Caleb be hired.

**APPROVE MINUTES OF PREVIOUS MEETINGS**

Shannon Bailey made a motion to accept the minutes as presented. Mark Porter seconded, and the motion passed with a unanimous vote.

**APPROVE MONTHLY PAYMENT OF BILLS**

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

**ADJOURNMENT**

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

**NOTE:** Many thanks to Mrs. Porter for providing food before the meeting for the Council. It was enjoyed before and again after the meeting. It was a great time of relaxation and fellowship for the council.

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Charles Minton, Mayor  
Prepared by City Secretary, Debra Hagler