

**CITY OF SHEPHERD
BOARD OF ALDERMEN
REGULAR CALLED MEETING**
10251 Hwy 150, Shepherd Texas- Shepherd Community Center
Monday, March 19, 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: Timmy Richardson, Charlie Murray, PJ & Helen Johnson, Joe Williamson, Pat Reynolds, Alberta Lewis, Steven Blanks, Lula Fox, Carolyn Smith, Samantha Taylor, Roy Pippin, Faye Degetaire, Ray Vann, Doug Milford, David Brandon, Tony Riffe, Jennifer Greenhaw, J. Fletcher.

CALLED TO ORDER /INVOCATION

Mayor Brown called the meeting to order. Shannon Bailey 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

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

LIBRARY REPORT

Director, Helen Johnson stated that the library is still under construction and will be finished and open mid-April. She stated the food truck is scheduled for March 22. She informed the council that on April 3 they would be attending a Library Conference which will be paid for by a grant from TOCKER.

CONSTABLE REPORT

The Constable submitted a written report which he also read out loud. For the month of February Deputy Adams drove 1050 miles, worked 17 days for a total of 155 hours. 6 of those hours were spent in court. He had one arrest, 16 neighborhood patrols, issued 3 traffic warning and 4 code enforcement warnings. He provided 4 hours of security and trustees at the Food Truck distribution.

EDC Report

Joe Williamson reported that the EDC is doing well. He stated that within the next 3-4 weeks the Family Dollar should be open.

PUBLIC WORKS REPORT

Ray Rash was not present to give a Public Works Report

PUBLIC INPUT:

NONE

PUBLIC INPUT FOR ITEMS NOT LISTED ON AGENDA:

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NONE

OLD BUSINESS:

NONE

NEW BUSINESS:

Discussion from Ray Vann regarding close-out of the TCDBG Grant that Paved Red Bud and Dogwood Streets.

No action was required on this item. Ray Vann, the City's grant manager wanted to say Thank you and he wanted to inform the Council that the Grants was officially closed out.

Discuss and take action on Hazard Mitigation paperwork as presented by David Brandon.

Charles Minton made a motion to accept this as presented. Yvonne Ryba seconded and the motion passed with a unanimous vote. David Brandon, stated that with this plan the City would be in compliance for the next 5 years. He explained that this has to be in place to get grant funds.

Discuss and take action to grant a Manufactured Home Variance for 168 Knighton.

Yvonne Ryba made a motion to grant Mrs. Lewis this variance. Amanda Addison seconded and the motion passed with a unanimous vote. Mrs. Lewis is moving a new home to 168 Knighton Street.

Discuss and take action on complaint from Steve Blanks regarding Portable Buildings being used as a residence and placement of multiple Portable Building on one lot.

No action was taken on this item. Mr. Blanks wanted to present his concerns about the lot behind the EDC. The lot is located on McKellar Street. It is about 1/3 of an acre and across the street is another lot that is about 1/4 of an acre. This lot has a house on it that is in bad shape. He stated that there are 6 portable buildings on these lots. He requested that the City look at this as there are no City restrictions at this time regarding this. Several of the citizens on this street also voiced their concerns regarding these homes. Some of these concerns were inspections questions, multiple residences on one lot presenting a fire hazard, the type of individuals that would want to live in one of these homes, and their property values decreasing. The Attorney suggested he be allowed to look at the ordinance and possibly beef it up.

Discuss and take action on concerns from Samantha Taylor regarding excessive trash on Post Oak, at the Corner of 3rd and Church, The Stop N Drive, and homeless living in the Caboose.

No Action was taken on this item. Mrs. Taylor mentioned things like garbage, slum lord houses, junk cars and rats. She stated she doesn't want to look at this stuff when she drives down the road. The Council informer her that steps were being taken to get the Ordinance to where they are enforceable.

Discuss and take action regarding amending the Public Nuisance Ordinance, Chapter 8 "Health and Sanitation."

Charles Minton made a motion to adopt this amendment to the Ordinance. Yvonne Ryba seconded and the motion passed with a unanimous vote.

Consider and take action on an Unsafe and Substandard Buildings Ordinance for Chapter 4 of the City Code of Ordinances.

Mark Porter made a motion to adopt this Ordinance. Charles Minton seconded and the motion passed with a unanimous vote. The attorney added that any substandard building is not grandfathered.

Discuss and take action on a marketing campaign to Clean-Up Shepherd.

This item was asked to be removed by the Constable. He stated he was not ready to discuss this yet.

Discuss and take action to extend the hours for the Shepherd Public Library.

Shannon Bailey made a motion to table this item for more information. Charles Minton seconded. The idea is that the computers are not available to students and that by staying open late at least one night a week they could utilize this resource. Helen stated she is not opposed to the idea. She stated she discussed this with two of the previous directors who had both tried this with no success. She will take a survey and see how much interest she gets before a decision is made.

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Discuss and take action to revise the personnel policy to include prohibition of children in the workplace.

Yvonne Ryba made a motion to table this item and re-write the policy. Shannon Bailey seconded and the motion passed with a unanimous vote. The idea is that the City should promote safety and productivity. Helen suggested cross training employees so that there is no babysitting at City Hall. The Attorney suggests that Mark Porter and Charles Minton work on this policy.

Open session was closed and the Council went into executive session at 9:20

Council closed executive session at 9:34

Council reconvened into Open session at 9:35

Yvonne Ryba made a motion to hire Crystale Thompson to fill the vacant Library position with Jessica to be the alternate if Crystale doesn't work out within 90 days. Mark Porter seconded and the motion passed with a unanimous vote. The pay will be \$10.00 per hour

Shannon Baily made a motion to hire Clyde Jordan with Kendrick being the alternate. Charles Minton seconded and the motion passed with a unanimous vote. Clyde will be paid \$16.00 per hour with a .50 raise after 90 days and another .50 raise when he gets the C license.

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