

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

28 N. Liberty Shepherd Texas- Shepherd City Hall Council Chambers
Monday, November 12, 2018 6:30 PM

OFFICIAL MINUTES

Regular Called Meeting

Members Present: Earl Brown, Mark Porter, Charles Minton, Shannon Bailey, Amanda Addison

Members Absent: Yvonne Ryba

City Staff Present: City Secretary Debra Hagler, Larry Foerster

Others Present: Isaac and Clark Addison, Martha Foerster, Lula Fox, Carolyn Smith, Rebecca & Freddy Ramos-JRROTC Booster Club, Michelle & Lil Charlie Minton, Joe Williamson, Timmy Richardson, George & Crystal McCleskey, Jimmy Jett, Willie Hall, Pay Reynolds, Roy Pippin, Candy Johnson and her son, Jacob McAdams, Judge Blanchette, Michael Gray, Major McDonald, Maurice Stephenson and the Jr. ROTC.

CALLED TO ORDER /INVOCATION

Mayor Earl Brown called the meeting to order. Larry Foerster led the prayer. The JRROTC presented the flags and the pledges were stated.

APPROVE MINUTES OF PREVIOUS MEETINGS

Charles Minton 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. Mark Porter seconded, and the motion passed with a unanimous vote.

PUBLIC INPUT:

None

PUBLIC INPUT FOR ITEMS NOT LISTED ON AGENDA:

None

OLD BUSINESS:

None

NEW BUSINESS:

Reading of Proclamation to dedicate the property located at 16 N. Liberty and 28 N. Liberty as the New City Hall.

Mayor Earl Brown read and then signed a proclamation to designate the property located at 16 N. Liberty and 28 N. Liberty as the New City Hall.

Mayor Brown's Farewell address.

Mayor Brown gave a farewell speech. He thanked the Council for being able to work as a team and for the checks and balances. He thanked the staff for their dedication, EDC for allowing him to be part of the organization. He continued and thanked the Chamber, City Attorney Larry Foerster and Roy. He added thanks to the Citizens of Shepherd. He then included Lula Fox and Carolyn Smith for faithful attendance to the City Council meetings. He stated he is not gone but he will be around. He thanked Joe for his support and how he watches over him like a father would a son. He Thanked the Debra and commented on how he

piled up her to do list and she kept a smile on her face. He told the incoming Mayor to take care of the people and they will take care of him. His speech ended and he was given a standing ovation.

Certification of Unopposed Candidates

Mayor Brown accepted the Certificate of Unopposed Candidates from City Secretary Debra Hagler as responsible authority for the official ballot.

Certification of Election

Mayor Brown issued the Certification of Election to The New Mayor Charles Minton and to alderwoman Amanda Addison and Alderman Mark Porter.

Statement of Officer

Judge Blanchette had all the new elects stand with hands raised and had them affirm a "Statement of Elected Officer"

Oath of Office

Judge Blanchette administered the Oath of Office to each of the newly elected officials.

Recess

The first act of the new Mayor Charles Minton was to call a 15 minute recess for pictures and to mingle.

Discuss and take action to allow the Girl Scout to use the Community Center for their meetings.

Shannon Bailey made a motion to not allow the Girl Scouts to use the Community Center for their meetings at this time but to help them find another location. Amanda Addison seconded and the motion passed with a unanimous vote. The Council felt the Community Center was too big for the small group they have.

Discuss and take action enter into an encroachment agreement with Douglas Lilly and Jeff Langham for the use of City Easement at 1318 S. Byrd Ave.

Mark Porter made a motion to take no action on this at the current time but to revisit it again when Mr. Lily and or Mr. Langham are ready. Amanda Addison seconded and the motion passed with a unanimous vote. The agreement discussion was stalled because the City Attorney did not receive the legal description.

Discuss and take action to allow the Jr. ROTC to use the Community Center on December 15, 2018 and have all fees waived.

Amanda Addison made a motion to allow the Jr. ROTC to use the building on a date they select with fees waived. Mark Porter seconded and the motion passed with a unanimous vote. The Council felt that this was fair to grant this request as the Jr. ROTC donate so much time to the City Council Meetings. The date they had requested was unavailable so the Council agreed that on a date of their choosing the Community Center would be available to them for no fee.

Discuss and take action regarding a Mobile Home Variance request from Jo Edge at 141 Carrier Ave.

Shannon made a motion to grant Ms. Edge's request to have a Manufactured Home installed at this address. Mark Porter seconded and the motion passed with a unanimous vote. Ms. Edge is moving a brand new home to this location.

Discuss and take action on request from the Everitt Family to abandon an easement located at 21 2nd Street.

Shannon Bailey made a motion to abandon the easement if no utility lines are located in the easement. Mark Porter seconded and the motion passed with a unanimous vote. Mr. Everitt requested to be allowed to fence in the easement.

Discuss and take action to refund \$759.20 to William Rohrer because he has been charged as two units since October of 2015.

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Shannon Bailey made a motion to refund the overpayment back to Mr. Rohrer. Amanda Addison seconded and the motion passed with a unanimous vote.

Discuss and take action needed regarding petition to have citizens on Thomas Rd and Hickory Creek St be added to the City's Water System.

Shannon Bailey made a motion to table this item at the current time and to get back with this group of citizens to explain the process. Mark Porter seconded and the motion passed with a unanimous vote. Shannon asked the question that if they individuals are currently being served by another water district can we absorb them as our customers. The attorney explained the convenience and necessity that is filed with TCEQ and that The City would have to gain permission from the other water system before adding them to our system. He stated that in his experience the City would have to "buy" these customers from the current water system. The Attorney suggested we table this item for now.

Discuss and take action to appoint a Mayor Pro Tem.

Shannon Bailey made a motion to appoint himself as Mayor Pro Tem. Amanda Addison seconded and the motion passed with a unanimous vote. The council delayed any action for a while on this item so Mr. Bailey stated he would do it.

Discuss and take action to appoint a Municipal Judge.

Shannon Bailey made a motion to appoint Judge Blanchette as the Municipal Judge. Amanda Addison seconded and the motion passed with a unanimous vote. The Judge asked about an assistant judge. Mark Porter made a motion to appoint Greg Magee as the assistant Municipal Judge. Amanda Addison seconded and the motion passed with a unanimous vote.

Discuss and take action to determine who can officially sign for the City.

Shannon Bailey made a motion to have Yvonne Ryba, Charles Minton and Debra Hagler as the official City signatures. Mark Porter seconded and the motion passed with a unanimous vote.

Discuss and take action to set date and budget for the annual City Christmas Party.

Amanda Addison made a motion to set a budget of \$1000.00 for the City's annual Christmas Party to be held on December 13th, 2018 from 7:00pm-9:00pm at the Community Center. Shannon Bailey 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.

Charles Minton, Mayor
Prepared by City Secretary, Debra Hagler
(Will be presented for approval on December 10, 2018)