

**CITY OF SHEPHERD  
BOARD OF ALDERMEN  
Regular Called Meeting  
10251 Hwy 150- Shepherd Community Center  
Monday, March 8, 2021 6:30 PM  
OFFICIAL MINUTES**

**Regular Called Meeting:**

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

**Members Absent:** Kurtz Stowers

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

**Others Present:** Jamie White, Tammy Russell, Bunny Irwin and her son in law, Anne Vickery, Clay Dean, Larry Dean, Trish, Justin Branch, Earl Brown, Eddie Ray Charles, Walterine Carr,

**CALLED TO ORDER /INVOCATION**

Mayor Minton called the meeting to order. Michael Hicks from Dolen Baptist Church led in prayer. The pledges to the American and the Texas flag were stated.

**PUBLIC INPUT:**

Walterine Carr asked about a water leak that is causing her back yard to stay wet. She believes the water is coming from her neighbor's property. Mayor Minton made arrangements for Jamie to investigate. *(Note: The leak was actually on Ms. Carr's water line)*

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

**NONE**

**REPORTS:**

**Justin Branch:** First Baptist Church Pastor Branch as part of the Unite Shepherd Events, the School, and the 4H are sponsoring a Clean Up Shepherd Event to be held on Saturday May 15<sup>th</sup>. From 9:00am-11:00am groups will walk neighborhoods in Shepherd picking up trash. Afterwards hotdogs will be served to all the volunteers at the Shepherd Community Center. ProStar has agreed to donate a dumpster for the event. This group will be focused on picking up litter.

**Yvonne Cones:** reported that the "Library Board" had their first meeting. They will be participating in the Chamber's Spring Event by having a table to sell garage sell type items. The Spring Event is scheduled for April 17<sup>th</sup>. The Chamber is sponsoring this event as a fund raiser for scholarships. The Library Board will be using their profits to purchase children's books for the Shepherd Public Library. Ms. Cones also presented one of the flags created to celebrate San Jacinto County's 150<sup>th</sup> birthday. The flags are being sold by the Historical Commission. Ms. Cones purchased one to be displayed inside City Hall.

**OLD BUSINESS**

**Discuss and take action to approve survey submitted by Mark Moore to plat his property on Martin Street into three separate lots.**

Yvonne Cones made a motion to accept Mark Moore's survey plat along with the metes and bounds as presented. Curtis Ainsworth seconded and the motion passed with a unanimous vote. This item has been discussed for several meetings. Mr. Moore met all the requirements that were asked of him.

**Discuss and take action to hire a head librarian.**

Curtis Ainsworth made a motion to offer the job to Terri MacIntyre. Yvonne Cones seconded and the motion passed with a unanimous vote. Mayor Minton explained that the person previously selected declined the position. Ms. Cones added that Ms. MacIntyre seems very capable and very knowledgeable.

**Discuss and take action on concerns presented by Richard Chubbuck regarding the drainage on Don T. Way.**

No Action was taken on this item. The Council decided that a work order can be issued to get the work done.

**NEW BUSINESS:**

**Discuss and take action on request to extend utility services to 10<sup>th</sup> Street and the next unnamed street to the north.**

Curtis Ainsworth made a motion to table this item for more information to be provided. Mark Porter seconded and the motion passed with a unanimous vote. A contractor is scheduled to be out to provide a quote. The water line will have to be extended at least 880 feet. Mr. Irwin has been mowing this undeveloped street easement. Ms. Tammy Russel requested to keep the buffer of trees on the undeveloped section of Ross St.

**Discuss and take action to extend water line to property north of the Pct. Compactor requested by Christian Stewart.**

Mark Porter made a motion to table this item. Curtis Ainsworth seconded. The motion passed with a unanimous vote. Mr. Stewart wants water only. The extension will be approximately 1200 feet. The item was tabled to possibly have the contractor quote a price on this one as well as on 10<sup>th</sup> street.

**Discuss and take action regarding concerns from Vivian Brown about dogs running loose.**

Ray Marrs made a motion to table this item to explore further options. Mark Porter seconded. The vote was unanimous. Ms. Brown was unavailable and Mr. Earl Brown was present to present the concerns they have. Questions were asked on who has jurisdiction for animal control. With no enforcement an ordinance will not be the solution. It was suggested to Mr. Brown that he take his concerns to the County as they already have an animal control program. It was determined that speaking to Commissioner Marrs, Commissioner's Court and possibly Sam Houston for further information.

**Discuss and take action necessary to adopt Ordinance to abandon Dean Road.**

Mark Porter made a motion to adopt the Ordinance presented to abandon Dean Road. Yvonne Cones seconded and the motion passed with a unanimous vote. The properties have been sold that use this road to one commercial developer. The Ordinance states that the Dean Road can be abandoned but the Utilities are not to be abandoned as they supply services to several other customers and an additional business.

**Consider approving a Fee schedule for private companies laying utility lines in the City street right-of-ways**

Curtis Ainsworth made a motion to adopt this policy to charge a \$75.00 permitting fee to companies requesting to use the City's Right of Ways. Mark Porter seconded and the motion passed with a unanimous vote. This includes phone companies and internet suppliers.

**Discuss and take action to adopt Ordinance denying Entergy's rate increase request.**

Curtis Ainsworth made a motion to deny Entergy's rate increase request. Ray Marrs seconded the motion. The motion passed with a unanimous vote.

**Discuss and take action to accept Joe Williamson's resignation from the EDC Board**

Yvonne Cones made a motion to accept Joe's resignation. Mark Porter seconded. The motion passed with a unanimous vote. Ms. Cones agreed to obtain a plaque or something similar to present to Joe at the next meeting to show the City's appreciation.

**Discuss and take action to appoint an EDC Board member to fill vacancy resulting from Joe Williamson's resignation.**

Mark Porter made a motion to appoint Kurtz Stowers to the EDC Board. Yvonne Cones seconded and the motion passed with a unanimous vote.

**Discuss and take action to purchase Christmas Decoration.**

Mark Porter made a motion to purchase the Christmas Decorations with funds in the Misc. Income line item. Curtis Ainsworth seconded and the motion passed with a unanimous vote. All were in agreement that the current Christmas decorations are old and look like they need to be trashed. Amanda Addison completed research and found that we can purchase 25 pole decorations and a 26 foot Christmas tree for the park for \$14,000.00. The City received restitution money from the District Attorney's office and the Mayor suggested that we turn a negative into a positive.

**Executive Session: Convene into closed executive session as authorized by the Texas Open Meetings Act to confer with city attorney on a personnel matter (Sections 551.071 and 551.074 of the Texas Government Code).**

**The Council entered Executive session at 7:44**

**Reconvene into Open Session: 7:51**

**Discuss and take action if necessary regarding personnel matters.**

Curtis Ainsworth made a motion to offer Monica Bebee a full time permanent position. Yvonne Cones seconded the motion and the motion passed with a unanimous vote. Curtis Ainsworth made a motion to keep Jackie Cullum on the insurance for 3 more months. July 1<sup>st</sup> her insurance coverage paid for by the City will terminate. Mark Porter seconded and the motion passed with a unanimous vote.

**Minutes:**

Yvonne Cones made a motion to accept the minutes as presented. Ray Marrs seconded and the motion passed with a unanimous vote.

**Payment of the Bills:**

Mark Porter made a motion to pay the bills. Curtis Ainsworth seconded and the motion passed with a unanimous vote.

**ANNOUNCEMENTS**

A Pre Construction meeting held for the Sewer Plant: Construction has begun and is expected to be completed by July 2021

**ADJOURNMENT: 7:55 pm**

Yvonne Cones made a motion to adjourn. Ray Marrs seconded and the motion passed with a unanimous vote.

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Charles Minton, Mayor  
Prepared by City Secretary, Debra Hagler