

**CITY OF SHEPHERD
BOARD OF ALDERMEN
Regular Called Meeting
10251 Hwy 150- Shepherd Community Center
Monday, May 10, 2021 6:30 PM
OFFICIAL MINUTES**

Regular Called Meeting:

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

Members Absent:

City Staff Present: City Secretary Debra Hagler, Larry Foerster

Others Present: Dawnel Rogers, Tammy Russel, Richard Chubbuck, Calvin Kinder, Anna Lopez & her husband, Haydin & Bunny Irwin, Jamie & Tessie Branham, Jamie White, JROTC- Maurice Stephens and Mr. McDonald, Wilber Bridges, Jim Carson.

CALLED TO ORDER /INVOCATION

Mayor Minton called the meeting to order. The pray was stated by Mark Porter. The JROTC presented the flags and the pledges were given.

PUBLIC INPUT:

Jim Carson introduced "Leadership East Texas." A group that meets one time a month for 6 months. It is comprised of Chamber members, ISD employees, EDC Board members, Local governments. They have Business sponsors, and they have a 501 that is separate from the Chamber.

PUBLIC INPUT FOR ITEMS NOT LISTED ON AGENDA:

NONE

REPORTS:

NONE

OLD BUSINESS

Discuss and take action on a request from Juan Moncivais Torres for a Manufactured Home Variance on Ross Street

No Action was taken on this item. Mr. Torres was not present.

Discuss and take action regarding options for S. Railroad to accommodate bus traffic

Yvonne Cones made a motion that a cost estimate be prepared by the City engineers. Mark Porter seconded and the motion passed with a unanimous vote. Public Works Director Jamie White suggested that about 18-24 inches needs to be added to the shoulder of the road to widen it. The Attorney mentioned the City may need to do a budget amendment and reminded that if the cost is over \$50,000, the bid requirements change.

Discuss and take action necessary regarding Utilities, drainage and enhancements to 10th street.

Kurtz Stowers made a motion that the City excavates the ditches on both sides of the road for drainage. Mark Porter seconded the motion and it passed with a unanimous vote. It was determined that there was no need to make a motion regarding the water as it was already in motion. City engineer Goodwin Lasister submitted several options regarding the sewer. It was determined that the City does not have the funds to provide sewer to this location. Mr. Irwin asked about selling property the City owns and asked about CD's. The sewer discussion also address request from Ms. Anna Lopez (item a in New Business) and Mr. Abdallah (item c in New Business) The City can provide all three water services but will not be providing sewer services. Pct. 2 submitted a bid for materials only that was \$20, 423.00 to do the road and drainage work.

NEW BUSINESS

Discuss and take action regarding utility services to Ms. Anna Lopez for Town site, Block 12, lots 1-12.

No Action was taken on this item. It was discuss with the previous agenda item. The City can provide her water but will not be providing any sewer services to this location.

Discuss and take action regarding clearing of wooded area to allow access to Ms. Anna Lopez’s property.

Mark Porter made a motion to table this item. Curtis Ainsworth seconded and the motion passed with a unanimous vote. Ms. Lopez requested permission to clear Ross Ave and 5th Street to gain access to her property. The City Attorney can draw up a release with oversight. Ms. Lopez has a contractor available to do this work. He will provide insurance/bond naming the City of Shepherd as an additional insured. Ms. Russel asked about the value of the timber being given to a citizen. The Council felt it was beneficial to allow the contractor to keep the timber in return for the work the City is not going to have to pay for.

Discuss and take action regarding utilities for Ibrahim Abdallah for his 5 acres of land on Pittman.

No Action was taken on this item as it was discussed previously in the meeting. The City can provide water services to this location but will not be providing sewer services because of the cost.

Discuss and take action necessary regarding abandonment or selling of a portion of Don T. Way Right Of Way approximately 451.10 feet in between the North West and the North East Corners of property ID76614 to Richard and or Donnell Chubbuck.

Mark Porter made a motion to seek a response from the other adjoining properties before abandoning this easement. Curtis Ainsworth seconded and the motion passed with a unanimous vote. The decision is being made following a request for the City to solve a drainage issue on this road easement.

Discuss and take any action necessary regarding presentation from Bureau Veritas to provide Inspections and support for the City’s permitting requirements.

Mark Porter made a motion to give Rick Hanna a 30 day notice and contract with Bureau Veritas. Curtis Ainsworth seconded and the motion passed with a unanimous vote. The new company rates are more reasonable and they promise to take a load off of the City’s Utility Clerks. They also have multiple inspectors on the staff so inspections can be scheduled in timely manners. The City will add a 10% admin fee to permits.

Discuss and take action to accept the updated Interlocal agreement with the San Jacinto County Constable Pct 2 Office as presented.

Mark Porter made a motion to adopt the agreement. Kurtz Stowers seconded and the motion passed with a unanimous vote.

Discuss and take action to adopt the Deputy Constable’s Job duties as presented.

Yvonne Cones made a motion to accept the list of job duties with the two edits that were mentioned. Mark Porter seconded and the motion passed with a unanimous vote. Neighborhood was typed with a space between neighbor and hood and instead of stating traffic control for the Public Works Dept. they requested it simply say traffic control as needed.

Discuss and take action to hire a part time permitting/court clerk.

Mark Porter made a motion to table this item. Curtis Ainsworth seconded and the motion passed with a unanimous vote. The council wanted to wait to see if this position would be needed after we switch to the new permitting company.

The Council did not go into executive session.

Minutes:

Kurtz Stowers made a motion to accept the minutes as presented. Curtis Ainsworth seconded and the motion passed with a unanimous vote.

Payment of the Bills:

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

ANNOUNCEMENTS

Farmers Market 9:00-2:00- 3rd Saturday

Shepherd Clean Up Day- 8:30-12:00

Food Truck on Friday

ADJOURNMENT: 8:29 pm

Curtis Ainsworth made a motion to adjourn. Yvonne Cones seconded and the motion passed with a unanimous vote.

Charles Minton, Mayor
Prepared by City Secretary, Debra Hagler