**Paint Rock City Council**

**Minutes of Regular Meeting**

**October 26, 2021**

**Call to Order**

Mayor, Frances Maupin called the meeting to order at 7:00 p.m.

**Acknowledge Members and Visitors**

Mayor: Frances Maupin

Council Members: Dency McClure, Paul Thorpe, Brad Dannheim, Darren Engle, and Don Taylor

Visitors: Sharon Taylor, Cody Haynes and Madlynn Bennett (arrived at 7:30 pm)

Water Department: Randall Olson

City Secretary: Casey Simons

**Citizens Open Forum:**

No speakers.

**Approve prior meeting minutes.**

Don Taylor made a motion to approve the prior meeting minutes, seconded by Paul Thorpe. All were in favor.

**Discuss and consider progress of City Website with Alex Ramirez**

Alex Ramirez was not able to attend. He messaged Casey Simons before the meeting and asked her to relay to Council that the City already has administrative rights to the website, in addition to himself and that he needs to look into how to change it to the City only. He said he needed to have the code for business verification mailed to the City’s P.O. Box, as opposed to the street address, as he previously had it sent to and was never received. The code will register City Hall as a legitimate business and city-run organization. He also emphasized that he wanted to be on good terms with the City and Council. The matter was tabled for next meeting.

**Discuss and take action on signing proposal from Pittsburg Tank and Tower Group for tank inspection.**

Pittsburg Tank and Tower Group to provide copy of insurance certificate prior to inspection; the total cost will be $1250.00, with 50% ($625.00) down payment and remainder upon completion. We need to know if the tower will have to be drained to complete inspection or if there is a valve to bypass the town in order to prevent water interruptions to the city. According to the proposal, the tower should be full when PTTG come to inspect. Paul Thorpe motioned to sign the proposal and move ahead with acquiring an inspection date, seconded by Don, all were in favor. Casey Simons is to follow up with PTTG scheduler to work out an inspection date, pay the $625.00 down payment, and print a notice to be put into the upcoming water bills in case of any possible service interruption to the city. The scheduled date would preferably take place outside of school hours and Mr. Simms should be alerted to the inspection.

**Discuss, consider, and take action on nomination for the Board of Directors for Concho Central Appraisal District for 2022-2023.**

Maria Cervantes Gonzales said she would accept the nomination. She has a background in Agriculture, she is a member of the Child Welfare Board, and she is known to be very dependable. Brad Dannheim motioned to list her as the City’s nominee, Don Taylor seconded, all were in favor.

**Discuss water bill payments (office/bank).**

Don Taylor asserted that in addition to inconvenient hours at City Hall (9 am-1 pm), as a solid form of checks and balances, all water payments should be made at the bank. Casey Simons is to speak to Kyle or Donna about whether the bank is willing to do that for the City. If so, City Hall will still be responsible for dealing with past due customers. Signs should be displayed around town encouraging automatic drafts and informing customers of the change. Furthermore, Casey Simons will look into cancelling/withdrawing from the contract with Talus for the credit card machine in City Hall.

**Discuss, consider, and take action on posting the Agenda and Minutes for Council Meetings on the Community Facebook page for public viewing.**

Casey Simons brought forth that there is a Community Facebook page that is run by Margie Kiser, and posting the Agenda and Minutes from each Council Meeting could encourage more community participation because of the easy access to a large majority. Brad Dannheim said that the City Attorney had been very reluctant to the idea of putting City matters on Facebook, and that instead, we could post the link to the new City website on the Community Facebook; this would make it easier for the Council to control what information was available to the public, and prevent public comments regarding City affairs. On the website, the link could also connect people to a list of Meeting dates.

**Discuss, consider, and take action on editing the allotted number of meetings missed for Councilmembers.**

Darren Engle brought forth that the number of Council Meetings has changed from 1 per month to 2, in theory, doubling the number of meetings missed before reprimands. Casey Simons is to check with the City Attorney to see what the state laws are regarding meeting attendance. The matter was tabled for next meeting.

**Discuss and consider updates on past agenda actions.**

1 **FEMA Grant funds**- TDEM grant funds. Casey Simons provided Council with a brief of proper distribution of funds. The City has received the first half of approved grant and are soon due the remaining funds. The City may use the grant money to improve and update water lines and install isolation valves and backflow preventative measures, as well as other improvements to water and broadband infrastructure.

2. **Millersview-Doole Transfer**- nothing to report. Millersview-Doole is awaiting election results.

3. **Audit**- They are working to get the financial reports ready.

4. **Rise Broadband**- Casey Simons received a message from McKenzie Casturen prior to the meeting reporting that a technician will be coming to pick up equipment on Nov. 3rd, thus terminating the business relationship. Randy Olson is to be on site for the duration of their visit to supervise and take photos prior to and following their arrival and departure. Casey Simons will reach out to Ms. Casturen to inquire about the length of the process, and to Mr. Simms to alert him to the visitors on his property. If Rise Broadband is not finished with their removal by Nov. 5th, we will get an electrician to remove their equipment and send them an invoice for the work. Furthermore, as soon as possible following the removal, Lynn Smith should be contacted and asked to come check their work to ensure proper wiring.

**Discuss and consider approval of accounts payable and financial statements**

1. **Petty Cash**- needed. Brad Dannheim motioned to replenish, Darren Engle seconded, all were in favor.
2. **City and water dept. bills-** Texas Comptroller’s Office is offering an electronic report online. Council agreed the City should register and receive this report, as it is a tool to keep current with updates.
3. **Past due accounts and adjustments**- Cody Haynes and Madlynn Bennett were present to explain and rectify their past due status of $260.00. They made a payment of $100.00 prior to Meeting, and are to pay $100.00 on Friday Oct. 29, and the remaining $60.00 on Friday Nov. 5. Furthermore, they will pay the upcoming bill by Nov. 12; Madlynn Bennett is to sign payment form. These visitors left the Meeting at 7:45. Wanda Rock and Delia Lopez were delinquent, PRWD is to inform them of past-due status and their meters are to be shut off, with a $35 reconnect fee, if no payment is made.

**Water Department**

1. **Receive Water Department report**- Randy Olson reported that the only working pump at the water plant ran dry and would not shut off except by breaker. He called Millersview-Doole to assist him in priming the pump, and they got it functioning; All American Pump was called to assess the possible damage and attempt to rebuild the non-functioning pump, and they will send a technician Oct. 28th. Randy also called the electrician (David Vurfurth), who came for free, and explained that the switch is designed to be on auto, rather than hand (manual). He said there is an antennae on the Clearwell, and we could add one on the tower to automate our system. There is a clay valve in the water plant that could also be automated, preventing damage to the switch and cut the hours needed for water department employees. David also said the switch could be changed out. Randy ordered 2 new pumps, which we will receive in 20-25 weeks; TDEM funds will be used to pay for the new pumps, as an upgrade to our water system. The City is to get bids for full automation, and find out if Darnell Construction can/will install the clay valve. The piping at the water plant will be insulated before winter, ideally at the same time as the automation is being installed. Casey Simons will contact Jacob & Martin and get an overview of the previous project, as well as information on full automation. Her findings will be added to the next Agenda. Randy and Casey will collaborate to come up with estimates on the cost of pumps and electrical automation. The meter reading will take place Oct. 27th and the broken meters can be assessed and replaced thereafter; there are currently 3 new meters in the water plant and 100-150 dead meters. Randy is to call his contacts regarding the selling of the broken meters and see which buyer/exchange will be more profitable for the City. Randy has been cleaning up the water plant and James Cloud and Randy will inspect the water tower Thursday, in a continued attempt to get into compliance with TCEQ. The approved course required for a Class D license is $299.00 and the licensing exam is $111.00 for Randy; the City will reimburse him half his expense when he receives his license, and the other half upon his resignation.

\* The remainder of the fine owed to TCEQ in the amount of $2,932.00 is due in November. Don Taylor motioned to pay the fine, Brad Dannheim seconded, all were in favor.

\* James Cloud’s fees were corrected, and instead of $850.00 per month, he is requiring $1,200.00 per month. He has gotten all the required samples done, is in the process of organizing all required paperwork, and is scheduled for a class on surface water. His goal is to have all forms and samples complete and have the City in compliance with TCEQ and to train Randy to take his position upon receiving his Class D license. Paul Thorpe motioned to accept and pay his fees, Don Taylor seconded, all were in favor.

b. **City Collection Site**- Larry Bennett would like to burn the pile of brush, pending the involvement of the VFW. He should complete that this coming week. In the future, he would like to have more frequent burns in order to keep the piles smaller. He also alerted Council that the metal bin is getting full, so the bin should be surveyed and Texas Disposal Systems or Acme called out. Casey Simons will provide Larry with copies of the Winter Hours letters to pass out to customers for their notice before Nov. 3rd.

**Reports and information of possible future agenda items**

Alex Ramirez should attend next meeting or we will move on to the website without his input/guidance.

**Adjournment**

Adjourn 8:23 p.m. Motion by Darren Engle, seconded by Brad Dannheim, all were in favor.

Signed this 9th day of November, 2021. Attested by:

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Mayor, Frances Maupin City Secretary

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