

CITY OF IVANHOE

SPECIAL MEETING

MINUTES

January 4th, 2022

10:00 AM

Meeting was called to order by Mayor Bennett at 10:00 AM. A Quorum was established Council members Skip Blackstone, Will Warren and Tommy Morris present. 4 individuals were in the audience. The meeting was live-streamed via the city YouTube page with 2 viewers.

Agenda Item #1 – Emily facility equipment shed bids

Mayor Bennett turned the floor to Councilman Blackstone to provide information on his research for supplies and installation of metal roofing and siding on the existing wooden pole structure. Councilman Blackstone explained that he had gotten a quote from Star Metal in Woodville for the metal purlins and related hardware for the roof and three sides to enclose the equipment shed. Combined with the quote he had gotten from a metal supply company in Houston for the roof/siding and an individual who can do the installation the total price came in at approximately \$15,000. That price is about \$4,000 less than the lowest bid the city had received from contractors as presented at the regular Council meeting in December. Mayor Bennett asked if a formal written proposal could be arranged with the individual. Councilman Blackstone said he would get a quote sheet from Star Metal. The supplier in Houston charges by the foot on the “R panel” roofing and siding material. The supplier takes the order and processes the metal to size when the order is placed. The price fluctuates with the market cost of sheet metal. Following the discussion the Mayor called for a motion on the bids. Councilman Blackstone made the motion to move forward with the project utilizing Mr. Buck Collins for construction labor and the city to arrange for purchase and pickup of the material. Councilman Warren provided the second. In additional discussion Councilman Warren noted the contractor will need to provide the city with insurance documentation. Councilman Morris verified the gauge of the metal (standard 26 gauge) and the motion then passed unanimously.

Agenda Item #2 – Grant Engineer for Community Resiliency Program grant

Councilman Morris provided the recommendation from the Review Committee following their review of the qualifications presented by three engineering firms that were received by the deadline: Arceneaux Wilson & Cole (Pt. Arthur, TX), Thonhoff Consulting Eng. (Austin, TX), LJA Engineering (Beaumont, TX)

The Ratings Review Committee consisting of: Cathy Bennett-Mayor, Will Warren-Councilmember, and Tommy Morris-Mayor Pro tem met on December 29th, 2021 and rated the three responding engineering firms for the Community Resiliency Program grant application and work. The Committee reviewed the TX Dept. of Housing & Community Affairs Community Resiliency Program rating sheet prior to scoring.

Committee scoring as follows (categories: Experience, Work Performance, Capacity to Perform)

Arceneaux Wilson & Cole

Total: 255 points

Thonhoff Consulting Eng.

Total: 191 points

LJA Engineering

Total: 271 points

Based on the scoring criteria, the Ratings Review Committee recommended LJA Engineering to serve as the Engineer for the Community Resiliency Program grant application and work (if awarded).

Following the Review Committees recommendation Councilman Morris made the motion to approve LJA Engineering to provide engineering needed for the grant application and the engineering work if the grant is awarded. Councilman Warren submitted the second and the motion passed unanimously.

Agenda item #3 – Real estate acquisition or lease

Mayor Bennett informed Council that she is still in discussion with the Austins for property needed for the Community Resiliency Program grant multi-purpose facility. A minimum of 4 acres is needed for the facility and adjacent parking. There is also discussion underway relating to ingress/egress to the facility and avoiding land-locking the remaining commercial property on the backside of the facility. Mayor Bennett noted that the agenda item was for information only and no action was taken.

Addendum item – Grant writer/administrator for Community Resiliency Program grant

Mayor Bennett noted that one proposal had been received after the city had published notice and sent email requests to several firms as required by the Community Resiliency Program. Following conversation with the firm that responded it was determined that the city had fulfilled the public notice requirements. Mayor Bennett recommended Council approve Langford Community Management Services to serve as the grant writer/administrator for the Community Resiliency Program. Councilman Blackstone made the motion to approve Langford Community Management Services with Councilman Warren providing the second and the motion passed unanimously.

Agenda Item #4 – Executive session

No executive session was needed.

Agenda Item #5 – Adjourn

Councilman Blackstone made the motion to adjourn with a second by Councilman Warren and the meeting was concluded at 10:41 AM.

Respectfully submitted,

C. D. Woodrome, City Secretary

Approved by Council February 20th, 2022

Cathy Bennett, Mayor