**CITY OF IVANHOE**

**REGULAR MONTHLY MEETING MINUTES**

**MAY 18, 2023**

**6:00 PM**

The meeting was called to order by Mayor Blackstone at 6:01 pm. Quorum was established with Councilmember Warren absent. The invocation was given by Councilmember Herrington and was followed by The Pledge of Allegiance. This meeting is being live streamed on YouTube.

Mayor Blackstone performed the swearing in of Mr. Joe McWhorter as the new council member filling in for the remaining term of Tommy Morris.

Mayor Blackstone asked if there were any questions or comments from the audience regarding agenda items. There being none, the mayor proceeded to the Consent Agenda Items.

**Consent Agenda Items**

Mayor Blackstone asked if there were any objections to the Consent Agenda Item(s):

* Minutes of Regular Meeting of April 20, 2023
* Minutes of Special Meeting of April 20, 2023
  + Councilmember Herrington made the motion to approve the above minutes. The motion was seconded by Councilmember Gregory and the motion passed unanimously.
* Minutes of Variance Hearing – Evans of April 20, 2023
  + Councilmember Gregory made the motion to approve the above minutes. The motion was seconded by Councilmember Herrington and the motion passed unanimously.
* Minutes of Special Meeting of May 9, 2023
  + Councilmember Herrington made the motion to approve the above minutes. The motion was seconded by Councilmember Gregory and the motion passed unanimously.

**Agenda Item #1 - Mayor’s Report**

* Mayor recognized Tyler County Commissioner Prct 1, Joe Blackshear, who was in attendance.
* He updated information from Langford, LJA and grant manager provided to City Council.
  + CDBG-MIT-SUPP $7.9M Streets, Flood & Drainage Improvements Grant for Various Project Sites: Pre-bid was on May 9, 2023, and Bid Opening was on May 18, 2023, at 10:00 am. Only one bid has been received and is $2 million above budget. Project will have to go back out for bid.
  + CDBG-MIT $11.4M Flood & Drainage Grant on Ivanhoe, Tristan & Camelot Dams: The city has been given authorization to use the funds and the city is beginning the appraisal process for property acquisition.
  + CDBG-MIT-MOD $1.9M Roadway & Drainage Improvements Grant for Lakewood Dr.: LJA submitted updated Project Location Map and Table 2 Costs Estimates.
  + GLO-RCP $300K Comprehensive Plan: Application has been submitted.
  + 2021 Contract Community Development $300K Grant with $15,000 Matching Funds for 22nd St.: Contract has been executed and awaiting Authorization to use Grant Funds. Final legal notice posting on May 9, 2023.
* 2023/2024 $500K Community Development Grant with $25,000 Matching Funds for 28th St.: Application was submitted on April 26, 2023, and awaiting final scoring.
* Bond Construction on Camelot Dr.: Documents to go out for bids should be completed by the end of the month.

The agenda item was for information only, no action taken.

**Agenda Item #2 – Discuss/Action Options Regarding LEO Vehicle Chev Tahoe VIN #41149 Damaged in Deer Collision**

* Deputy Crossman was involved in an accident with a deer in the Chevrolet Tahoe, VIN #41149. Repairs will cost more than the vehicle is worth.The accident totaled the SUV and the mayor discussed with TML insurance regarding totaling the SUV. TML will pay $4,420 to total the vehicle and cover the cost of removing the law enforcement equipment from the vehicle and transfer to one of the new trucks. Councilmember Williams made the motion to accept the total amount and remove the equipment. Councilmember Gregory seconded the motion and the motion passed unanimously.

**Agenda Item #3 - Supervisor of Dam Report for April 2023**

* Lake Charmaine Dam: Valve is still open and has been for 5 weeks. Rain continues to hamper drying of the spillway. Chance Construction expects to be onsite within a couple of weeks for recaulking.

The agenda item was for information only, no action taken.

**Agenda Item #4 – Municipal Court Activity Report for April 2023**

* The new Municipal Judge, Robert Jackson, was sworn in by Mayor Blackstone on Wednesday.
* No report is available for the month of April 2023.

**Agenda Item #5 – City Marshal Activity Report for April 2023**

Marshal Drumm provided the report of Total Calls/Activity: 67. Additionally he covered other information:

* Ivanhoe hosted a DETCOG training for crime scene investigation.
* The Memorandum of Understanding (MOU) from Tyler County Sheriff is on the Commissioner’s Court Agenda for this coming Monday.
* Still working on documentation to transition to a police department. This should happen in the next 2 weeks.
* Equipment installation is being finalized on 2 of the trucks.
* TCOL audit will be performed next week as part of the transition to a police department. Compliance is being reviewed by Captain Zachary prior to audit.

This agenda item was for information only, no action taken.

**Agenda Item #6 – Code Enforcement Activity Report for April 2023**

* No report available for the month of April 2023.

**Agenda Item #7 – Public Works Report for April 2023**

* Written report has been submitted to City Council with work location maps.
* Work Orders Completed: 13. Ditch Work Complete: 2.5 miles. Tons of Cold Mix Placed: 16.2 tons. Fly Ash Mix Place: 252 tons.
* Cost avoided using fly ash mix as road base since August 2022 is $62,000. Cost for road base material has risen from $31/ton to $50.49/ton. Trying a new mix at $28/ton on specific sites for testing.
* Public Works recognizes Ms. LeMerle Seymour for her delicious banana nut bread.
* Mayor Blackstone researched the cost of an asphalt reclaimer with an operator for use on side streets that are not being dealt with under grants. The cost is $7,500 per day with a $4,000 move-in cost or $25,000 per month. This is cost prohibitive for the city.
* Councilmember Herrington asked if it was possible to work with a grant contractor that will be currently working to perform asphalt reclaiming at an additional cost while in Ivanhoe.

The agenda item was for information only, no action taken.

**Agenda Item #8 – Discuss/Action Planning & Zoning Commission Recommendations**

* Councilmember Williams stated that the amendment to Chapter 153 – Tree Removal & Lot Clearing will no longer need a permit for trees less than 6” in diameter, dead, damaged, diseased or trees in danger of falling which could cause damage to public or private property. Councilmember Gregory made the motion to approve the amendment to Chapter 153 – Tree Removal & Lot Clearing. The motion was seconded by Councilmember Herrington and the motion passed unanimously.

**Agenda Item #9 - Discuss/Action Contract with LJA for Engineering on 2021 CDBG Project**

* Councilmember Gregory made the motion to approve and authorize the Mayor to sign the contract with LJA Engineering for engineering work on 2021 CDBG Project on 22nd St. The motion was seconded by Councilmember Herrington and the motion passed unanimously.

**Agenda Item #10 – Discuss/Action Resolution #2023-8R Legal Representation & Prosecuting Attorney**

* The contract is currently not prepared to sign. (Postponed.)

**Agenda Item #11 – Discuss/Action Resolution #2023-9R Opioid Abatement TX Term Sheet**

* Councilmember Williams made the motion to adopt Resolution #2023-9R Opioid Abatement TX Term Sheet. The motion was seconded by Councilmember Gregory and the motion passed unanimously.

**Agenda Item #12 – Discuss/Action April 2023 Financial Report**

Treasurer C. D. Woodrome provided the report and noted that the financial documents including bank and TX CLASS statements were sent to Council earlier in the month. The accountant provided the reconciliation and budget report that morning. The other items to report for the month:

\*The State Comptroller direct deposited $7,850.65 on 5/12/23 for sales & use taxes that were collected in March and reported to the comptroller in April. Last month the sales tax deposit was $6,482. Our fiscal Year to Date ending April 30 total sales tax income $56,510. Compared to last year same month: $55,038. That works out to 2.6% increase over last year. We have $28, 490 to go to make the $85,000 budgeted income on sales tax.

\*Ad-valorem taxes were received April 11th totaling $9,917.33 with $8022.17 going to Maintenance & Operations, and $1,895.16 for the Interest & Sinking fund. The calculated balance of delinquent taxes stands at $364,581 as of 3/31/23. That is the aggregate amount from 2010 to current. The calculated balance of unpaid taxes, penalties and interest for Ivanhoe North is $5,301.

\*Pledged securities at Citizens State Bank total $215,441 above the $250,000 FDIC insurance giving the city a cushion of $314,285 above our deposits. Our TX CLASS interest rate has been relatively stable around 4.73% through the month. The financial markets are in limbo waiting to see what happens with the federal government regarding paying bills that have already been committed. By the way, that includes all of our grant funds that have been committed but not yet spent.

TML Intergovernmental Risk Pool sent notice that our 2023-24 coverage declarations will be forthcoming in the next couple of months. There was a note that most members will see increases for various coverages. The Pool anticipates an overall increase of 4.8% across all lines of coverage, a bit less than the current rate of inflation. Note that is a Pool-wide number and our cost increase will be based on our claims experience, exposure (the coverages that we carry with the Pool-Worker’s Comp, Liability, Cyber, Property, Vehicle) and rate (administrative & overhead).

In the next few days I will email Council the Deadline calendar for both when the (anticipated) adopted tax rate does not exceed the Voter-Approval tax rate and when the (anticipated) tax rate will exceed the Voter-Approval tax rate. The Chief Appraiser must deliver the certified appraisal roll or certified estimate of taxable value to the tax assessor by Tuesday July 25th and that starts the computations that the Mayor will need to develop the proposed fiscal year 2024 budget and the tax rate needed to fund the budget. As happens when the Legislature is in session there may be some changes for property values/exemptions that may cause last minute changes that will have to be addressed by the chief appraiser and by the tax assessor/collector. The tax assessor/collector must provide the no-new-revenue tax rate and the voter-approval tax rate by Monday, August 7th. Meanwhile, Department heads can start thinking about budget items to prepare for 2024.

Nine pay periods remain in FY-2023, I provided Mayor Blackstone with the anticipated payroll expenses for each employee thru the remainder of the year to go with the Payroll Budget sheet that is a handout. If the amount remaining is less than 40%, the employee might exceed the budgeted amount. This is a report that Councilman Warren requested so Council and Department heads can be informed.

* Mayor Blackstone did some calculations on the budget comparison from Kyle Heinemann which he can share. I have not had time since the document arrived this morning to digest and provide a review to Council. My initial observation is that Kyle is working from the FY-2023 proposed budget instead of the adopted budget. Example: budget line item for Current Year Tax shows $536,458. The adopted budget is $523,991. So I have more work with Kyle to get the budget comparison form cleaned up. Therefore I am providing the monthly report but not asking for Council approval of the April report.
* At the recommendation from Treasure C. D. Woodrome, the April 2023 Financial Report was not approved at this time.

**Agenda Item #18 – Recess to Executive Session**

* Recessed at 6:37 pm. Reconvened at 7:02 pm. No action required.

**Agenda Item #19 – Communications from Audience – Other Items**

* Virginia Moore made a statement regarding contractors, Fabiola and Saul Ramirez, also known as Cement/Concrete Lade and 5-Star, who has been performing less than adequate work and/or taking funds and not performing some or all the work. She claims that this happened to her and several other Ivanhoe residents and wanted to let other property owners know.

**Agenda Item #20 – Council Comments**

(None)

**Agenda Item #21 – Adjourn Meeting**

Councilmember Herrington made the motion to adjourn the meeting. The motion was seconded by Councilman Gregory and the motion passed unanimously. The meeting adjourned 7:07 pm.

Respectfully submitted,

C. D. Woodrome, City Secretary

Approved by Council June 15, 2023

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Skip Blackstone, Mayor