

September 17, 2019

A G E N D A

1. Call Meeting To Order
2. Prayer
3. Pledge To The Flags
4. Welcome Guest
5. Citizen Presentations: At this time, any person with business before the Council not scheduled on the agenda may speak to the Council. No formal action can be taken on these items at this meeting. Please limit to two minutes each.
6. Approval Of Minutes Of Previous Meeting(s)
7. Update On Police Department Activity
8. Judge Loretta Biggers – Update On Municipal Court Activity
9. Tracy Cox - Update On Main Street Program
10. Update From City Manager John Camp
11. Update On The City Partnered Learning Center (Pink House on Montgomery) By San Augustine Legacy Group By Linda Mathews
12. Discussion And Action If Any To Purchase The Asyst Modules Allowing Electronic Billing And Payments Per The Item 12 Fee Schedule Attached
13. Discussion And Action If Any To Change The Credit Card Processing Fee From \$4.00 Per Transaction to The Greater of \$4.00 Or Actual Fee Per Transaction
14. Discussion And Action If Any To Pass Resolution #2019-003 To Authorize The San Augustine Chamber of Commerce Sassafras Festival And Have The City Manager To Sign The Street Closure Agreement With TXDOT And The Festival Sponsor, The San Augustine County Chamber of Commerce
15. Discussion And Action If Any To Remove The 1.5x Billing Factor For Water And Sewer Outside City Limits
16. Discussion And Action If Any To Increase The Base Billing Fee Amount By Five Dollars (\$5) Proportionately Between Water (65%) And Sewer (35%) With Further Increases To Be Discussed In February 2020. Item Was Tabled In The August 2019 Meeting.
17. Adjourn

The City Council reserves the right to adjourn into Executive Session at any time during the course of this meeting to discuss any of the matters listed above, as authorized by Texas Government Code, Section 551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.073 (Deliberations about Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberations About Security Devices) and 551.087 (Economic Development).

The City of San Augustine held its regular meeting on Tuesday, September 17, 2019 at 5:00 p.m.

Members present were:

Mayor	Leroy Hughes
Alderman	Marcus Hafford
Alderwoman	Pamela Teel
Alderman	Stacy Watts
Alderman	Mark Liepman
Alderman	Dan Fussell
Attorney	Tyler Bryan
City Manager	John Camp
City Secretary	Cinda Garner

Mayor Hughes called the meeting to order at 5:00 p.m.

Mayor Hughes offered prayer.

The pledge to the flags was recited in unison.

Mayor Hughes welcomed guest.

Guest present were:

Bob Witherspoon	Linda Mathews	Tracy Cox
Loretta Hughes	Brittney Ford	Shirley Anderson
Jeaneyse Mosby		

**5. Citizens Presentations**

There were no citizens presentations.

**6. Approval Of Minutes Of Previous Meeting(s)**

Alderman Stacy Watts offered the motion to approve the minutes of the previous meeting(s). Alderman Marcus Hafford seconded the motion. Voting in favor of the motion were Alderman Hafford, Alderwoman Pamela Teel, Alderman Watts, Alderman Mark Liepman, and Alderman Dan Fussell. Motion carried.

**7. Update on Police Department Activity**

Mayor Leroy Hughes gave the update on the police department's activity for the month of August. Activity included: cases filed 38; 4 felony arrests; 11 misdemeanor arrests; 3 assist other agencies; 70 responses on calls for service; 1 juvenile case; 3 auto accident response/report; 41 citations; 12 warnings; and 2 completed mental health warrants.

**8. Judge Loretta Biggers – Update On Municipal Court Activity**

Mayor Hughes reported 33 citations and collections of \$1,541.53 for the month of August.

**9. Tracy Cox – Update On Main Street Program**

Tracy Cox did not have any additional updates to the ones provided in the council packages.

**10. Update From City Manager John Camp**

City Manager John Camp gave an update of city activity to the council. Activity included:

- **Budget Update** –All is going well with the current budget.
- **FEMA Road Repairs** – We will open bids on October 11 at City Hall for the road repairs work.
- **Main Street Capital Fund Sidewalk Grant** – There is no remaining action by the City. Plans are being finalized
- **Texas CDBG Grant** – There is no change. Ray Vann advised Mr. Camp that we are number 14 in ranking. There will be 20 funded, 10 this year and 10 next year. We will probably be funded next year.
- **USDA Preliminary Engineering Report** – KSA has a completed report ready for the USDA.
- The new cell tower on Harrison is under construction, and should be done within the next month. Power ROW is being run at present time.
- Due to a sales tax over payment beginning in 2014 the City will have to return an estimated \$36K over the next 30 months.
- The oil & gas lease for the city property on CR338 was completed, will be bringing in \$27,000.00.
- Texas A&M University Fuel Reduction services will begin next week at Lewis Hotel area. Shelby County Adult Probation mowed the property.
- Bluestem Energy has had some initial meetings with the City and/or Co-op. We have identified a near ideal site above the Sheriff Office and are presently going back and forth with questions and answers.
- **Legal Update from City Attorney** – No update from attorney.

**11. Update On The City Partnered Learning Center (Pink House on Montgomery) By San Augustine Legacy Group By Linda Mathews**

Linda Mathews updated the council on the Learning Center. Computers are up and running, software has been uploaded. They have partnered with Erin Hollis, DETCOG RSVP program for volunteers to help with the program. This summer they worked with the Boys and Girls club and was very successful.

**12. Discussion And Action If Any To Purchase The Asyst Modules Allowing Electronic Billing And Payments Per The Item 12 Fee Schedule Attached**

City Manager Camp asked the council for approval to purchase the Asyst Modules allowing electronic billing and payments. The fees to purchase these items are – ePay a one-time set up fee of \$295.00 and \$89.00 per year and eBill a fee of \$0.08 per bill and \$120.00 per year. Alderman Liepman offered the motion to approve the addition of ePay and eBill from Asyst at the posted rates. Alderman Hafford seconded the motion. Voting in favor of the motion were Alderman Hafford, Alderwoman Teel, Alderman Watts, Alderman Liepman, and Alderman Fussell. Motion carried.

**13. Discussion And Action If Any To Change The Credit Card Processing Fee From \$4.00 Per Transaction to The Greater of \$4.00 Or Actual Fee Per Transaction**

Mr. Camp asked the council to approve a change in the credit card processing fee currently being charged by the City from \$4.00 per transaction to the greater of \$4.00 or actual fee. Alderman Hafford offered the motion to change the credit card processing fee as presented. Alderman Watts seconded the motion. Voting in favor of the motion were Alderman Hafford, Alderwoman Teel, Alderman Watts, Alderman Liepman, and Alderman Fussell. Motion carried.

**14. Discussion And Action If Any To Pass Resolution #2019-003 To Authorize The San Augustine Chamber of Commerce Sassafras Festival And Have The City Manager To Sign The Street Closure Agreement With TXDOT And The Festival Sponsor, The San Augustine County Chamber of Commerce**

Alderman Hafford offered the motion to approve the resolution to authorize the San Augustine Chamber Sassafras Festival and have the city manager to sign a street closure agreement with TXDOT and the Festival sponsor, the San Augustine County Chamber of Commerce. Alderman Watts seconded the motion. Voting in favor of the motion were Alderman Hafford, Alderwoman Teel, Alderman Watts, Alderman Liepman, and Alderman Fussell. Motion carried.

**15. Discussion And Action If Any To Remove The 1.5x Billing Factor For Water And Sewer Outside City Limits**

City Manager Camp advised the council that the 1.5x factor currently being charged for water and sewer customers outside the City limits is not a fair billing practice. He asked that the 1.5x factor be removed. Alderman Hafford offered the motion to remove the 1.5x factor being charged for water and sewer customers outside the City Limits. Alderwoman Teel seconded the motion. Voting in favor of the motion were Alderman Hafford, Alderwoman Teel, Alderman Watts, and Alderman Fussell. Alderman Liepman voted against the motion. Motion carried.

**16. Discussion And Action If Any To Increase The Base Billing Fee Amount By Five Dollars (\$5) Proportionately Between Water (65%) And Sewer (35%) With Further Increases To Be Discussed In February 2020. Item Was Tabled In The August 2019 Meeting**

City Manager Camp discussed the above item which was tabled in the August 2019 meeting. The proposed increase to the base rate proposed is five dollars (\$5) instead of the amount of fifteen dollars (\$15) proposed in August. The increase will help the city towards a higher water availability fee so that we can eventually fund our system properly, and later reduce the consumption rates. This will have to take place over several years and there will need to be further study before we reach the goal since the systems and possibly the meter count will change as we go forward into the future. An increase now will also help to show funding agencies such as the USDA that we are taking steps to properly capitalize our systems. The City Manager stated that this issue was raised over a decade ago at which time it was also tabled, but failure to correct the fee structure will eventually lead to systemic failures in our plants for which we have no reserves to correct. It was further stated that the Preliminary Engineering Report mentioned in the City Manager Update will ultimately carry over into an application for approximately \$7MM in combination of grants and low interest loans from the USDA, and this application will be jeopardized if we do not show we are responding to the deficiency indicated by the recent rate study presented in the August 2019 meeting. The item died for a lack of a motion.

The meeting was adjourned at 5:34 p.m.