

The City of San Augustine City Council will meet for a regular meeting on **Tuesday, November 15, 2022 at 5:00 p.m.** The meeting will be held in the Council Chambers located at 301 South Harrison Street, San Augustine, Texas.

Wylma Hewett – City Secretary

A G E N D A

1. Call Meeting to Order
2. Prayer
3. Pledge to the Flags
4. Welcome Guest
5. Canvass November 8, 2022 General Election
6. City Secretary Wylma Hewett Administer Oath of Office and Issue Certificate of Election To Newly Elected Councilmembers
7. 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.
8. Approval of Minutes of Previous Meeting(s)
9. Update on Police Department Activity
10. Judge Jeff Cox – Update on Municipal Court Activity
11. Tracy Cox - Update on Main Street Program
12. Update from City Manager Jeaneyse Mosby
13. Update on Awarding of Main Street 2022 Grant
14. Discussion and Action if Any to pass a Resolution to authorize the San Augustine Main Street Christmas Parade Route.
15. Discussion and Action If Any To Approve City of San Augustine Proposed 2023 Holiday Schedule
16. Discussion and Action if Any to Authorize the City Manager to Accept Bids for Tree Trimming Services To Clear City Electrical Lines
17. Discussion and Action if Any to Authorize the City Manage to Accept Bids for Utility Work Contract for the Water and Sewer Departments
18. Adjourn

<p>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).</p>
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The City of San Augustine held its regular meeting on Tuesday, November 15, 2022 at 5:00 p.m.

Members present were:

Mayor	Leroy Hughes
Alderman	Marcus Hafford
Alderwoman	Pamela Teel
Alderman	Juan Diaz, Jr
Alderman	Herman Wilson
Alderman	Dan Fussell
Attorney	Wade Flasowski
City Manager	Jeaneyse Mosby
City Secretary	Wylma Hewett

Mayor Leroy 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 guests.

Guest present were:

Jackie Bell	Vickie Bell
Mary Johannsson	Jean Hines
Jason Hines	Mackenzie Cartwright
Abigail Diaz	Betty Oglesbee
Josh Ponder	

The meeting was well attended and this list does not represent the entire guest list.

5. Canvass November 8, 2022 General Election

Mayor Hughes presented the results of the November 8, 2022 election for approval:

MAYOR

	Absentee	Early Voting	Election Day	Total
Patrick "Platinum Pat" Jackson	6 – 35.29%	72 – 27.17%	68 – 36.17%	146 – 31.06%
Leroy Hughes	11 – 64.71%	193 – 72.83%	120 – 63.83%	324 – 68.94%
CAST VOTES	17 – 100%	295 – 100%	188 – 100%	473 – 100%

COUNCIL POSITION #3

	Absentee	Early Voting	Election Day	Total
Juan "Junior" Diaz	7 – 36.84%	158 – 61.96%	94 - 52.51%	259 – 57.17%
Stacy "Jack" Watts	12 – 63.16%	97 – 38.04%	85 – 47.49%	194 – 42.83%
CAST VOTES	19 – 100%	255 – 100%	179 – 100%	453 – 100%

6. City Secretary Wylma Hewett Administer Oath of Office and Issue Certificate of Election To Newly Elected Councilmembers

City Secretary Wylma Hewett administered the oath of office to the newly elected councilmembers, Mayor Leroy Hughes and Alderman Position #3 Juan Diaz, Jr.

Following their oath of office, the official name plates were placed by Liam Diaz, son of Alderman Juan Diaz, as well as Jade Horn, JeKayla Thomas, JerMani Thomas and Joseph Mims, grand children of Alderman Herman Wilson, were placed for each candidate.

****note****

Alderman Position #1 Marcus Hafford, Alderwoman Position #2 Pamela Teel, Alderman Position # 4 Herman Wilson, and Alderman Position #5 Dan Fussell ran unopposed, and were declared the winner with no votes necessary, according to new Election Law. They also were administered the oath of office by City Secretary Wylma Hewett.

Each official received a framed copy of their certificate of election presented by City Hall staff member Kimberly Smith.

7. 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.

There were no citizens presentations.

8. Approval of Minutes of Previous Meeting(s)

Alderman Marcus Hafford offered the motion to approve the minutes of the previous meeting(s). Alderwoman Pamela Teel seconded the motion. Voting in favor of the motion were, Alderman Juan Diaz, Alderman Herman Wilson, and Alderman Dan Fussell. Motion carried.

9. Update on Police Department Activity

Chief Shannon Brazeal gave the update on the police department's activity for the month of October. Activity included: reports filed 21; 5 felony arrests; 2 misdemeanor arrests; 2 assist other agencies; 270 responses on calls for service; 0 juvenile case; 1 auto accident response/report; 36 citations; 129 warnings; and 0 completed mental health warrants.

10. Judge Jeff Cox – Update on Municipal Court Activity

It was reported that 37 citations were received and collections of \$1512.00 for the month of October. Remitted to State - \$748.00 and City retention - \$764.00.

He has been able to contact our collection agency and the process of collecting outstanding fines should increase. Alderman Hafford verified the number of citations processed is indeed 37, as the number of citations issued by the police department was 36. It was explained that in daily operations, the time of issue by police and process by the court may not occur at a time to be included in each department's report.

11. Tracy Cox - Update on Main Street Program

They are busy preparing for the Holiday Season, including the Christmas Parade and Christmas Market Days. Sponsors were mentioned including title sponsor Shelby Savings Bank, San Augustine Motor Company, San Augustine Lion's Club, Commercial Bank of Texas, San Augustine Inn, Deep East Texas Electric CoOp.

There are several businesses that have applied for the local façade grant and are currently being processed.

12. Update from City Manager Jeaneyse Mosby

- Acknowledging a thank you issued by Mary Frances Johannesen for the repair to the bridge and walkway at the log cabin in preparation for the Alzheimer's Walk
- Finance Director Anna Sowell has resigned. The position has been filled with-in from Jeremy Lynch who was dual staffed with the water department and the IT consultant for the city and is doing a great job
- The position made available in the waste water department after current employees were transferred to various departments. It has been filled by Vandy Sowell
- Celeste Rainey has officially been named as Library Director after the death of former Director Adrienne Montgomery. The Assistant Director position will be posted as none of the current library employees did not want to fill it.
- We have posted the Main Street Director to be filled at the retirement of current director Tracy Cox on January 31, 2023.
- The agreement between the city and the Rural Water is in the final stages and should be finalized by the next meeting.

13. Update on Awarding of Main Street 2022 Grant

San Augustine will not be awarded the 2022 Main Street Grant. After review of the 2023 DRP application from the TDA, it is determined that it is basically the same as the application submitted in 2022. Unfortunately, San Augustine will still be penalized 7.5 points for (1) the late environmental clearance and (2) not spending all the grant funds from the 2018 DRP (Main Street) contract. It appears that the two demerits may stay in effect through the 2024 cycle. On a positive note, San Augustine will gain one extra point for the number of years as a member of the Main Street program, increasing from 9 to the max of 10. With this slight difference in demerits of 6.5 points (-705, +1) for 2023 versus -705 points from the 2022 application, San Augustine will again be right on the cusp of grant award.

It was also observed by Mayor Hughes that the criteria for this grant was changed and opened the door for other entities to also apply. This made number of applicants we were in competition with grow and therefore more difficult to receive.

14. Discussion and Action if Any to pass a Resolution to authorize the San Augustine Main Street Christmas Parade Route.

This resolution is authorizing the closing of the following streets for the Main Street Christmas Parade: Bolivar to Columbia; Broadway from the Intersection of Hwy 21 to the Intersection of Columbia; Columbia Street from the intersection of Bolivar to the intersection of Montgomery; Montgomery until it runs into Livingston Street; the intersection of Livingston and Harrison up to Harrison and Columbia and intersects down to Bolivar.

A motion was made by Alderman Herman Wilson to adopt Resolution No. 2022-008 authorizing the closure of the listed streets for less than four (4) hours for the Main Street Christmas Parade. Alderman Marcus Hafford seconded the motion. Voting in favor of the motion were, Alderman Juan Diaz, Alderwoman Pamela Teel, and Alderman Dan Fussell. Motion carried.

15. Discussion and Action If Any to Approve City of San Augustine Proposed 2023 Holiday Schedule

This item is to approve the City Holiday Schedule for 2023. There are no changes from the past year.

A motion was made by Alderman Herman Wilson to approve the City of San Augustine 2023 Holiday Schedule. Alderman Marcus Hafford seconded the motion. Voting in favor of the motion were, Alderman Juan Diaz, Alderwoman Pamela Teel, and Alderman Dan Fussell. Motion carried.

16. Discussion and Action if Any to Authorize the City Manager to Accept Bids for Tree Trimming Services To Clear City Electrical Lines

During an audit of the city electric charges and bills from the CoOp, it has been noticed that there is an excessive amount of line loss each month. There are a few factors that would cause a difference in the amount of electrical KWH charged for and billed to our customers.

1. Our billing cycles are not the same and is something that can be looked into but will take to study and evaluate.
2. The tree limbs and foliage need to be trimmed from around the power lines so that no electricity can leak through them. It is very much like a water leak. No matter how small a hole is in a line, there will be constant leakage until it is repaired.
3. An audit of the billed City Accounts making sure that every KWH that is being used, is being accurately billed for.
4. Unfortunately, even with us looking at the mentioned items, there will be some line loss; it just happens.

The first step in reducing line loss as much as we possibly can, is to clear the limbs and foliage. This job that would be difficult for our electrical department to efficiently, safely and timely on their own. Therefore, it is recommended that we hire a professional tree trimming service to complete this task.

A motion was made by Alderman Dan Fussell to authorize the City Manager to post and accept bids for a professional tree trimming service to clear the city's electrical lines. Alderman Juan Diaz seconded the motion. Voting in favor of the motion were, Alderman Marcus Hafford, Alderwoman Pamela Teel, and Alderman Herman Wilson. Motion carried.

17. Discussion and Action if Any to Authorize the City Manager to Accept Bids for Utility Work Contract for the Water and Sewer Departments

There are times that the city will experience leaks in the Water lines and problems in the Sewer lines that are on a larger scale that our Water Distribution and Sewer Collection Departments can not repair due to the safety of the employees or the size of the problem. Currently we use a Utility Company that responds in a timely manner when we have these problems. Currently these jobs are done on a case-by-case basis. The assigning of a Utility Work Contract will allow other companies the opportunity to bid for it. This will also safeguard both the City and the Utility Company a safeguard by having written contract place to establish the expectations of both service and compensation.

A motion was made by Alderman Herman Wilson to authorize the City Manager to post and accept bids to enter in a contract with a Utility Work Company for the purpose of repairing water and sewer problems that are on a larger scale and would be of danger to employees or that can be done more efficiently and timely if outsourced. Alderman Marcus Hafford seconded the motion. Voting in favor of the motion were, Alderman Juan Diaz, Alderwoman Pamela Teel, and Alderman Dan Fussell. Motion carried.

18. Adjourn

Meeting adjourned at 5:30 p.m.


Leroy Hughes, Mayor


Wylma Hewett, City Secretary

(Minutes taken by Wylma Hewett, Former City Secretary, and attested by Jeremy Lynch, Current City Secretary)