

December 16, 2022

The City of San Augustine City Council will meet for a regular meeting on **Tuesday, December 20, 2022 at 5:00 p.m.** The meeting will be held in the Council Chambers located at 301 South Harrison Street, San Augustine, Texas.

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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. 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. City Secretary Wylma Hewett - Recognition of Service of Former Aldermen Steven Standley and Stacy Watts
7. Appointment of Mayor Pro-Temp and Treasurer
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. Tracy Cox - Recognition of Main Street Advisory Board
13. Discussion And Action If Any for the San Augustine Library Advisory Board to Add as New Members Mollie Haley Ethington and Jennifer Lucas Smith
14. Update on Written Agreement and Plan of Action with San Augustine Rural Water to retire the Delinquent Balances Owed to the City of San Augustine.
15. Update from City Manager Jeaneyse Mosby
16. Discussion And Action If Any to Consider Approval of a Resolution Selecting a Grant Administrator for:
  - A. The 2023-2024 Community Development Fund Grant Application
  - B. The 2023-2024 Downtown Revitalization Mainstreet Grant
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 December 20, 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
City Manager	Jeaneyse Mosby
City Secretary	Wylma Hewett

City Attorney Wade Flasowski was not present.

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:

Linda Goller	Marshall McMillan
Glenda Harrison	B.J. Hoppe
Betty Oglesbee	Abigail Diaz
Liam Diaz	Kaci Wallace

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.**

There were no citizens presentations.

6. **City Secretary Wylma Hewett - Recognition of Service of Former Aldermen Steven Standley and Stacy Watts**

Neither were present at this meeting.

7. **Appointment of Mayor Pro-Temp and Treasurer**

A motion was offered by Alderwoman Pamela Teel that Alderman Dan Fussell be named Mayor Pro-Temp. Alderman Marcus Hafford second the motion. Alderwoman Teel, Alderman Hafford, Alderman Juan Diaz and Alderman Herman Wilson voted in favor. Alderman Dan Fussell abstained. Motion carried.

A motion was offered by Alderman Dan Fussell that Alderwoman Pam Teel be named treasurer. Alderman Juan Diaz second the motion. Alderman Marcus Hafford, Alderman Juan Diaz, Alderman Dan Fussell and Alderman Herman Wilson voted in favor. Alderwoman Pam Teel abstained. Motion carried.

8. **Approval of Minutes of Previous Meeting(s)**

Alderman Marcus Hafford offered the motion to approve the minutes of the previous meeting(s). Alderman Herman Wilson seconded the motion. Voting in favor of the motion were, Alderwoman Pam Teek, Alderman Marcus Hafford, 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 November. Activity included: reports filed 34; 4 felony arrests; 4 misdemeanor arrests; 1 assist other agencies; 270 responses on calls for service; 0 juvenile case; 2 auto accident response/report; 43 citations; 131 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 \$2004.00 for the month of November. Remitted to State - \$935.00 and City retention - \$1069.00.

11. **Tracy Cox - Update on Main Street Program**

Tracy Cox was unable to attend the meeting. Jeff Cox reported that the Christmas parade was very successful this year and it was enjoyed by all. Tammie Barbe was recognized as the chair of the parade. Christmas market days was another successful 3-day event.

12. **Tracy Cox - Recognition of Main Street Advisory Board**

Tracy was sick and unable to attend the meeting. Jeff Cox, her husband, made presentations to Main Street board members as a token of appreciation for their hard work for the Main Street Program. She wanted to make this present prior to her retirement on January 31, 2023

13. **Discussion And Action If Any for the San Augustine Library Advisory Board to Add as New Members Mollie Haley Ethington and Jennifer Lucas Smith**

Chairperson Betty Oglesbee requested the appointment of two (2) new board members to the San Augustine Public Library Advisory Board. A motion was offered by Alderman Herman Wilson to approve the appointment of Mollie Haley Ethington and Jennifer Lucas Smith to the San Augustine Library Advisory Board. Alderman Marcus Hafford seconded the motion. Voting in favor were Alderman Marcus Hafford, Alderwoman Pamela Teel, Alderman Juan Diaz, Alderman Herman Wilson and Alderman Dan Fussell. Motion Carried.

14. **Update on Written Agreement and Plan of Action with San Augustine Rural Water to retire the Delinquent Balances Owed to the City of San Augustine.**

This agreement has been signed by both City Manager Jeaneyse Mosby and Ronnie Caston, representing San Augustine Rural Water effective December 15, 2022. Repayment is as follows:

Monthly payments of:

- \$1500 from October 2022 thru September 2023
- \$3000 from October 2023 thru September 2024
- \$4500 from October 2024 until retirement of the balance



And in the event a loan, other than an emergency loan, a portion will be paid to the city as follows:

- Loan of \$6000 – 100,999.99 – remit 20% of loan
- Loan of \$101,000 - \$150,999.99 – remit 30% of loan
- Loan of \$151,000 - \$175,099.99 – remit 40% of loan
- Loan exceeding \$175,100.00 – remit 50% of loan

**15. Update from City Manager Jeaneyse Mosby**

- There was a water leak caused by shifting ground surrounding the lines causing them to separate. It was a quick fix once the cause was isolated.
- Annual inspection of the Waste Water Treatment Plant by TCEQ. Presented by Chris Anding, Water Superintendent. 3 small infractions were written, but they were impressed with the “good faith” effort by the city to improve the plant facility. Overall, it was a good inspection, the best one we have received in the past 25 years.
- New Employees Introduced as follows:
  - Celeste Rainey has been promoted to Library Director
  - Tori Brazeal has been employed as Library Circulation Clerk
  - Dalton Rhodes has been hired as a part-time floater
    - Dalton started with the city under a program from Texas Workforce Commission. He was able to work for the city for appx 500 hours at no cost to the city. During this time, his work ethic was evaluated and we are proud to add him to the City of San Augustine Family.
  - Vandy Sowell – Waste Treatment Plant
  - Jeremy Lynch – has moved to Finance and Accounts Payable from the Water Department. He will keep up his water licenses current.
- Jeaneyse Mosby has completed her course work to become a Certified Public Manager. She attended the graduation ceremony on December 12, 2022 in Austin and there will be a reception in her honor on Friday December 23, 2022.
- Alderman Dan Fussell inquired if the city has back up generators at the water plant and City Hall Annex. Every facility we have has back up generators and both water and waste water plants and each lift station. The Police and Fire Department also has generators. A search for grants to upgrade the City Hall Facility with backup generators as well.

**16. Discussion And Action If Any to Consider Approval of a Resolution Selecting a Grant Administrator for:**

**A. The 2023-2024 Community Development Fund Grant Application**

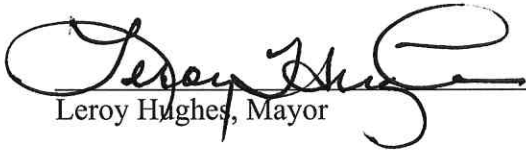
**B. The 2023-2024 Downtown Revitalization Mainstreet Grant**

These resolutions are to authorize the selection of a Grant Administrator for the 2023-2024 Community Development Fund and the 2023 Downtown Revitalization Grant (Main Street). This is at no cost to the city for this part of the process.

Dan Fussell made a motion to adopt Resolution No. 2022-009 selecting Raymond K Vann and Associates as the Grant Administrator for the Community Development Fund and Resolution NO. 2022-010 selecting Raymond K. Vann and associates as the Grant Administrator for the Downtown Revitalization Program Grant. Alderman Herman Wilson seconded the motion. Voting in favor of the motion were, Alderwoman Pam Teel, Alderman Marcus Hafford, Alderman Juan Diaz, Alderman Herman Wilson, and Alderman Dan Fussell. Motion carried.

17.    Adjourn

Meeting adjourned at 5:29 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)