

February 17, 2023

The City of San Augustine City Council will meet for a regular meeting on **Tuesday, February 21, 2023 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

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A G E N D A  
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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. Racial Profile Report for Year 2022 Presented
9. Judge Jeff Cox – Update on Municipal Court Activity
10. Liz Jones - Update on Main Street Program
11. Update from City Manager Jeaneyse Mosby
12. Discuss and Take Action Regarding a Resolution to Apply for Grant Funding Under the 2023-2024 TxCDBG-CD Grant Program Offered Through the Texas Department of Agriculture.
13. Discuss and Take Action Regarding a Resolution to Select an Engineering Firm to Provide Application and Engineering Services for the 2023-2024 TxCDBG-CD grant.
14. Discuss and Take Action Regarding a Resolution to Apply for Grant Funding Under the 2023 TxCDBG-CDM Grant Program Offered Through the Texas Department of Agriculture.
15. Discuss and Take Action Regarding a Resolution of Slum and Blight Required by the 2023 TxCDBG-CDM Grant Program Offered Through the Texas Department of Agriculture.
16. Discuss and Take Action Regarding a Resolution to Select an Engineering Firm to Provide Application and Engineering Services for the 2023 TxCDBG-CDM Grant.
17. Discuss and Take Action Regarding a Resolution Designating Signatories for Programs Under the 2023 and 2024 Texas Community Development Program including CD and CDM.
18. Discussion And Action If Any to Appoint New Member to San Augustine Hospital Board Replacing Verlon Stripling.
19. Discussion And Action If Any to Consider Approval of Ordinance to Establish and Implement a Program to Charge Mitigation Rates for the Deployment of Emergency and Non-Emergency Services By the San Augustine Volunteer Fire Department for Services Provided/Rendered.
20. Discussion and Action If Any for the City to Submit Bid for Purchase of Property
21. 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 February 21, 2023, at 5:00 p.m.

Members present were:

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

Alderman Juan Diaz 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:

Kaci Wallace	Glenda Harrison
Rod Litton	Jean Hines
Betty Oglesbee	Marshall McMillan
Carol McMillan	Charles Mitchell
Chad Elumbaugh	Linda Goller
Jason Hines	Bill Goller
Judy Stoneham	BJ Hoppe

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. **Approval of Minutes of Previous Meeting(s)** Alderwoman Pam Teel 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 Dan Fussell, Alderman Herman Wilson, Alderwoman Pam Teel and Marcus Hafford. Motion carried.

7. **Update on Police Department Activity**

Chief Shannon Brazeal gave the update on the police department's activity for the month of January. Activity included: reports filed 39; 7 felony arrests; 7 misdemeanor arrests; 5 assist other agencies; 274 responses on calls for service; 0 juvenile case; 3 auto accident response/report; 35 citations; 78 warnings; and 0 completed mental health warrants.

8. **Racial Profile Report for Year 2022 Presented**

Chief Brazeal presented 2022 Racial Profile Report.

This report has already been submitted to the state and is available for review on their website. A copy of this report can be obtained in the City Secretary office.

9. **Judge Jeff Cox – Update on Municipal Court Activity**

It was reported that 28 citations were received and collections of \$1047.00 for the month of January. Remitted to State - \$523.00 and City retention - \$524.00.

10. **Liz Jones - Update on Main Street Program**

A project started with Tracy Cox to replace the leaning AT&T poles has begun. The leaning poles have been replaced and new ones installed. AT&T will contract someone to move their lines to the new poles. This has not been scheduled at this time. Main Street is also making preparations for the 2023 Heritage Days Festival. It will be Friday June 2 and Saturday June 3. Linda Goller is the chair for this event and they have began the process of securing sponsors and vendors. She is trying to get the Pop-UP Shop Events started again and look forward to its success.

A presentation was made by City Manager Mosby and Main Street Director Liz Jones to retired Director Tracy Cox. A reception was held in her honor prior to this meeting and a token of appreciation was given to her. Mrs. Cox extended her thanks for the support she received during her tenure.

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

- Mrs. Mosby emphasized the assistance of Main Street in helping the City contact AT&T to provide the replacement of leaning poles in the downtown area. These poles only carry enough service to power Christmas decorations used by the City, and therefore were the responsibility of AT&T.
- We have had a few leaks this month and the staff has done a great job repairing these.
- The City Hall Staff have received many calls regarded light bills. Usage did go up and Mrs. Mosby took the time to attempt to explain to each individual the process of calculating the bills. Any increase on a bill is directly related to and increase in usage. The PCA and the ELER charge will remain the same until the new physical year. With this happening, the consumer can monitor exactly how much their bill will be by monitoring their usage.
  - Councilman Fussell reported that he had received several visits regarding bills, indicating it would be helpful to provide the equations to calculate the bill. Mrs. Mosby states we will provide this information in our comment section, starting this month and will continue monthly unless there is a MANDATORY message that must be placed in this section.
  - Further explanation of this way of calculating bills was given. This calculation method was necessary to make sure that the amount paid by the residents would more closely reflect the amount that the city actually pays for the power.
  - It is recommended that reading your meter at the same time daily, or weekly will help monitor the what's used and perhaps you can see exactly what you did differently, if anything, to affect your usage.

12. **Discuss and Take Action Regarding a Resolution to Apply for Grant Funding Under the 2023-2024 TxCDBG-CD Grant Program Offered Through the Texas Department of Agriculture.**

This resolution is authorizing the grant administrator, Raymond K Vann and Associates to apply for this CDBG grant that is offered through TDA. We have not settled on a particular area where the work would be done and after discussing with Chris Anding, Superintendent of the Water and Wastewater Departments, they both feel it would be better served in replacing some of the city's Wastewater lines.

Alderman Herman Wilson offered the motion to authorize the grant administrator to apply for Grant Funding Under the 2023-2024 TxCDBG-CD Grant Program Offered Through the Texas Department of Agriculture. Alderman Marcus Hafford seconded the motion. Voting in favor of the motion were, Alderwoman Pam Teel, Alderman Marcus Hafford, Alderman Herman Wilson, and Alderman Dan Fussell. Motion carried.

13. **Discuss and Take Action Regarding a Resolution to Select an Engineering Firm to Provide Application and Engineering Services for the 2023-2024 TxCDBG-CD grant.**

This resolution is authorizing the selection of an engineering firm for this CDBG grant that is offered through TDA. We have not settled on a particular area where the work would be done but after discussing with Chris Anding, Superintendent of the Water and Wastewater Departments, we both feel it would be better served in replacing some of the city's Wastewater lines and the engineering firm will be able to help with a final selection. The RFQ'S have a deadline of Tuesday at noon so a recommendation can be made after the scoring of the submitted firms.

Alderman Dan Fussell offered the motion to select KSA as the engineering firm for grant funding under the 2023-2024 TxCDBG-CD Grant Program Offered Through the Texas Department of Agriculture. Alderwoman Pam Teel seconded the motion. Voting in favor of the motion were, Alderwoman Pam Teel, Alderman Marcus Hafford, Alderman Herman Wilson, and Alderman Dan Fussell. Motion carried.

14. **Discuss and Take Action Regarding a Resolution to Apply for Grant Funding Under the 2023 TxCDBG-CDM Grant Program Offered Through the Texas Department of Agriculture.**

This resolution is authorizing the grant administrator, Raymond K Vann and Associates to apply for this CDBG grant that is offered through TDA. This grant if awarded would be used within the designated Main Street Area.

Alderman Herman Wilson offered the motion that the council authorize the Grant Administrator to apply for grant funding under the TxCDBG-CD Grant Program offered through the Texas Department of Agriculture. Alderman Marcus Hafford seconded the motion. Voting in favor of the motion were, Alderwoman Pam Teel, Alderman Marcus Hafford, Alderman Herman Wilson, and Alderman Dan Fussell. Motion carried.

15. **Discuss and Take Action Regarding a Resolution of Slum and Blight Required by the 2023 TxCDBG-CDM Grant Program Offered Through the Texas Department of Agriculture.**

This resolution designates the areas within the Main Street designated area that have been determined to be slum/blighted areas. This is a requirement by the 2023 TxCDBG-CDM Grant Program.

The areas are designated as follows:

**Northern Boundary:** Starting at the intersection of Bolivar and Livingston Streets, go east five city blocks to the intersection of Livingston and Congress Streets.

**Eastern Boundary:** At the intersection of Livingston and Congress Streets, go south two city blocks to the intersection of Congress and Main Streets.

**Southern Boundary:** At the intersection of Congress and Main Streets, go west two city blocks to the intersection of Main and Harrison Streets.

- Then, at the intersection of Main and Harrison Streets, go south one city block to the intersection of Harrison and Market Streets
- Then, at the intersection of Harrison and Market Streets, go west one city block to the intersection of Market and Broadway Streets.
- Then, at the intersection of Market and Broadway Streets, go north one city block to the intersection of Broadway and Main Streets.
- Then, at the intersection of Broadway and Main Streets, go west two city blocks to the intersection of Main and Bolivar Streets.

**Western Boundary:** At the intersection of Main and Bolivar Streets, go north two city blocks ending at the intersection of Bolivar and Livingston Streets.

Alderman Pam Teel offered the motion that the Council adopt this resolution naming the slum and blight areas within the designated Main Street area as stated in Resolution 2023-004. Alderman Marcus Hafford seconded the motion. Voting in favor of the motion were, Alderman Pam Teel, Alderman Marcus Hafford, Alderman Herman Wilson, and Alderman Dan Fussell. Motion carried.

16. **Discuss and Take Action Regarding a Resolution to Select an Engineering Firm to Provide Application and Engineering Services for the 2023 TxCDBG-CDM Grant.**

This resolution is authorizing the selection of an engineering firm for grant funding under the 2023 TxCDBG grant offered through the Texas Department of Agriculture. The engineering firm will assist with the development of plans for the area(s) that work will be done at if awarded the grant.

Alderman Marcus Hafford offered the motion to select KSA as the engineering firm for grant funding under the 2023-2024 TxCDBG-CD Grant Program Offered Through the Texas Department of Agriculture. Alderman Dan Fussell seconded the motion. Voting in favor of the motion were, Alderman Pam Teel, Alderman Marcus Hafford, Alderman Herman Wilson, and Alderman Dan Fussell. Motion carried.

17. **Discuss and Take Action Regarding a Resolution Designating Signatories for Programs Under the 2023 and 2024 Texas Community Development Program including CD and CDM.**

This resolution is authorizing the designation of the Mayor as the City's Chief Executive Officer and Authorized Representative and the City Manager be authorized to Certify Pay Request; Submit Financial Documentation and the role of Project Director or Payment Processor.

Alderwoman Pam Teel offered the motion that the Council adopt Resolution 2023-006 authorizing the Mayor and City Manager as representatives in the 2023 and 2024 Texas Community Development Program including CD and CDM. Alderman Marcus Hafford seconded the motion. Voting in favor of the motion were, Alderwoman Pam Teel, Alderman Marcus Hafford, Alderman Herman Wilson, and Alderman Dan Fussell. Motion carried.

18. **Discussion And Action If Any to Appoint New Member to San Augustine Hospital Board Replacing Verlon Stripling.**

The Hospital Board needs to replace a City Appointed Board vacant seat. This seat was made vacant with the passing of Mr. Verlon Stripling some months back. The board met and at their last meeting have worded a letter with a recommendation for Mr. Chad Elumbaugh to fill this seat.

Alderman Herman Wilson brought to the Council a recommendation that Mr. George Simon be considered as the individual to fill the vacant seat.

Alderman Herman Wilson offered the motion to recommend Mr. George Simon be appointed to serve on the San Augustine Hospital Board. Alderman Marcus Hafford seconded the motion. Voting in favor of the motion were, Alderwoman Pam Teel, Alderman Marcus Hafford, Alderman Herman Wilson. Alderman Dan Fussell abstained. Motion carried.

19. **Discussion And Action If Any to Consider Approval of Ordinance to Establish and Implement a Program to Charge Mitigation Rates for the Deployment of Emergency and Non-Emergency Services By the San Augustine Volunteer Fire Department for Services Provided/Rendered.**

Emergifire is a company that will do billing for fire responses. Included in each council packet provided a very detailed outline of how the company operates. The company is only paid if the COSA VFD receives payment on a claim. Their fee is 18% of the amount issued to the fire department. For example: if a \$500 claim is paid the COSA VFD will receive \$410 and Emergifire retains \$90. There is no start fee. This proposal is an attempt to recoup expenses that are incurred when responded to calls.

Alderman Dan Fussell offered the motion to approve an Ordinance to Establish and Implement a Program to Charge Mitigation Rates for the Deployment of Emergency and Non-Emergency Services by the San Augustine Volunteer Fire Department for Services Provided/Rendered. Alderman Herman Wilson seconded the motion. Voting in favor of the motion were, Alderwoman Pam Teel, Alderman Marcus Hafford, Alderman Herman Wilson, and Alderman Dan Fussell. Motion carried.

20. **Discussion and Action If Any for the City to Submit Bid for Purchase of Property**

The county has posted property that can be bid on at an auction scheduled for March 7<sup>th</sup> of this year. City Manager Jeaneyse Mosby asked that the council give their consent that she or a designated representative of the City, recommended by her, be allowed to bid on a parcel of land that would be beneficial for the city to acquire.

Alderman Dan Fussell offered the motion to approve that the City Manager or the designated representative by the City Manager be allowed to bid on a parcel of land during the auction process of delinquent properties on Tuesday, March 7, 2023. Alderman Herman Wilson seconded the motion. Voting in favor of the motion were, Alderwoman Pam Teel, Alderman Marcus Hafford, Alderman Herman Wilson, and Alderman Dan Fussell. Motion carried.

21. **Adjourn**

Meeting was adjourned at 5:56 pm



Leroy Hughes, Mayor



Wylma Hewett, City Secretary

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