

**CITY OF GROVETON
MINUTES**

BE IT REMEMBERED, that the City Council of the City of Groveton, Texas met in a Regular Session on Monday, October 22, 2018, to discuss the following:

Council Members in Attendance: Mayor Pro-Tem, Ralph Bennett
Councilman, Tommy Walton
Councilman, Stephen Casper

Council Members Not in Attendance: Councilman, Robert E. Smith
Councilman, Joe D. Kennedy

Mayor Byron Richards called the meeting to order at 6:30 p.m.
The Invocation and Pledge of Allegiance were given.

APPROVE MINUTES: A motion was made by Councilman Casper to approve the minutes as presented for the Regular Session Meeting on September 24, 2018. A second was made by Councilman Walton. Motion passed with 3 ayes and 0 nays from Council.

A motion was made by Councilman Casper to approve the minutes as presented for the Special Called Meeting on October 2, 2018. A second was made by Councilman Walton. Motion passed with 3 ayes and 0 nays from Council.

PUBLIC FORUM: No Citizens were present for Public Forum.

POLICE DEPARTMENT: Police Chief John Raiford presented Council with an Arrest, Call for Service, Citation, Crash, DWI, Incident, Offense, Supplement, Criminal Trespass, and Crash Supplement report for review.

Chief Raiford informed Council that the City has received the new police car, decaled, equipped, insured, and ready for use.

Chief Raiford informed Council that National Night Out was a huge success, with about 200-250 people attending. He stated that this high turn-out was attributed to Jill's Dance Studio students performing and their family and friends attending.

Mayor Richards asked how the part time officers were working out. Chief Raiford said great. The new reserve officers helped at National Night Out, and will help this Saturday during the Homecoming Parade. Chief Raiford said he is working on a schedule for the Reserve Officers. He's working to schedule their shifts during the times that our regular officers are not on duty to gain more police coverage for the City.

STREETS & BRIDGES: A written report was submitted to Council for review of the street maintenance performed throughout the City.

WATER & SEWER: Mike Brown, Project Manager with Inframark, was in attendance to address Council. Mr. Brown said that as everyone knows, the City had a 6 inch water main break on MLK last week. Council asked if the call-out system worked because the tanks were completely drained. Mr. Brown said yes, the call went out at 2:30 a.m. and his on-call operator got here as soon as he could and started looking for leak, but it took some time to find because of the heavy rain, and the break was in a creek. The line is repaired temporarily, and is currently running along the bridge over the creek where the line was broken. He said that the water line was not incased, and during the hard rain something flowing down the creek must have hit the line and broke it. He said that an engineer will need to be involved to permanently replace the line. He said we can bore a new line, which would cost in his estimate, \$25,000.00 to \$30,000.00, or replace the line as it was, approximately 2 feet below the water line, but put the line in a casing so that when something hits it, it won't break. In addition, we already have the easement with TXDot, so we can put the line back where it was originally without any issues with them. However, we need to get the line replaced as soon as possible because TXDot will not tolerate the water line running along the top of the bridge for long. The Mayor said that he is working with our engineer to find the best and most cost effective solution.

Mr. Brown presented the cost of an automatic flusher for Rainey St. that was discussed in a previous meeting. He said that an automatic flusher with freeze protection and assembly parts will cost \$4,522.00. The Mayor said that maybe in the future we will re-address the installation of an automatic flusher for Rainey St. when the City is more financially capable of making the purchase.

Mr. Brown presented the Operations Report for the month of September, 2018. The total water purchased from TRA for September 2018 was 1,272,000 gallons, total water pumped was 1,273,000 gallons, and flushed amount 66,250 gallons. There were no excursions. A motion was made by Councilman Walton to approve the invoice as presented in the amount of \$7,057.69. A second was made by Councilman Bennett. Motion passed with 3 ayes and 0 nays from Council.

NEW BUSINESS: Item A. on the agenda for new business is discussion and action to award an engineering firm for the 2019-2020 TxCDBG Program as recommended by the scoring committee. Mayor Richards informed Council that he, Ralph Bennett, and Donna Dial were on the scoring committee who scored each of the three firms who submitted proposals to be hired as the engineering firm for this project. Mayor Richards said this project is for approximately \$300,000.00 to help pave streets. Mayor Richards said that KSA engineering firm scored the highest, so the committee recommends them. Councilman Casper made the motion to approve KSA as the engineering firm for the 2019-2020 TxCDBG Program. A second was made by Councilman Walton. Motion passed with 3 ayes and 0 nays from Council.

Item B. under new business is to approve a payment to Texas Comptroller of Public Accounts for an overpayment of local sales and use tax in the amount of \$40,814.34. Mayor Richards explained that the Texas State Comptroller sent a letter to the City of Groveton stating that a local tax payer paid local taxes in error that were determined to be nontaxable. The letter did not state who the taxpayer was, just that the amount distributed to the City must be repaid to the State. Mayor Richards explained that half of our sales tax is given to GEDC, so GEDC will

reimburse the City for half of the repayment. A motion to approve the payment to the Texas Comptroller of Public Accounts for the overpayment of \$40,814.34 was made by Councilman Walton. The motion was seconded by Councilman Bennett. Motion passed with 3 ayes and 0 nays from Council.

Item C. under new business is the discussion and action regarding a GEDC Supplemental Grant Application for Tony and Gail Valence dba Vintage Treasures. A motion to approve the \$10,000.00 grant was made by Councilman Bennett. A second was made by Councilman Walton. Motion passed with 3 ayes 0 nays from Council.

Item D. under new business is a discussion of the Utility Software by the City's Accountant Jack Paschetag. Mr. Paschetag stated that he had a couple of things to discuss, the first being the Utility software for our water and sewer accounts. He said that the City is currently using 30 year old software that only he can maintain. After surveying 14 Cities and water supply companies in our area, and researching utility billing software, Mr. Paschetag has narrowed it down to three software companies. The company chosen must be able to provide statistics, reports, and account for variances of our billing system and procedures. Mr. Paschetag said that the software will cost from \$6,000.00 to \$8,000.00 and his fees for equipment, converting, implementing, and monitoring the software is estimated to be an additional \$12,000.00 to \$15,000.00. The total cost will be around \$20,000.00 and Mr. Paschetag expects this to be done this budget year.

Mr. Paschetag also addressed Council regarding the General Fund. He presented a Historical General Fund Report showing that excess revenue (Unaudited) in the General Fund for the end of the 2017-2018 budget year as being only \$919.00. He made note that the tax collection percentage is down from 2012-2014 at slightly over 100% each year collected, to 79.85%, 85.51%, and 83.91% for the 2015, 2016, and 2017 years, respectively. All though the tax levy is up due to higher appraisals, the percentage of collections has dropped significantly. The City has not increased taxes in many years, and with no new sales tax revenue, Mr. Paschetag is concerned about the General Fund sustaining itself in the future. Mr. Casper stated there is no point in going up in taxes if they aren't even collecting them. Mr. Paschetag agreed, and suggested the Mayor and City Council speak to the Appraisal District about the City's taxes not being collected.

MAYOR'S REPORT: Mayor Richards updated the Council regarding the contract with TRA. Mayor Richards spoke with the Manager of TRA and he said that TRA has not heard from any of the other entities regarding the renewal of the TRA contract.

Mayor Richards informed Council that the Hwy 94 water project is finished.

The block grant for the streets will be approximately \$300,000.00

The Mayor has not heard from TWDB on the City's application yet. Jack Paschetag said he understood that we should hear something by the end of this month.

ADJOURN: With there being no further business on the agenda, a motion was made by Councilman Walton and seconded by Councilman Casper to adjourn the meeting. Motion passed with 3 ayes and 0 nays from Council. Meeting adjourned at 7:05 p.m.

Byron Richards, Mayor

ATTEST:

Crystal Christensen
Utilities Secretary