

City of Wallis
Regular City Council Meeting
Wednesday, February 15, 2023

This is a true and correct copy of the minutes of the regular City Council Meeting for the City of Wallis, Texas held on Wednesday, February 15, 2023 at 6.00pm.

1. **Call to Order**

Councilmember James King called the meeting to order at 6.00pm.

2. **Invocation and Pledge of Allegiance**

Led by Councilmember Melissa McFarland

3. **Roll Call and Certification of Quorum**

A quorum was present. Present were Councilmember James King, Councilmember Melissa McFarland, and Councilmember Joell Prado. Mayor Pro-Tem Clark Main Jr. joined the meeting at 7.15pm.

4. **Communication from the Public**

Ricardo Cruz addressed council re his high water usage

Marcie Ellis introduced herself as the Sealy News reporter who will be covering City of Wallis News

Belinda Halfin updated Council on the first 1093 Rails to Trails Community Meeting which will be held on 3/7/23 in Eagle Lake. Plan is to have a Wallis meeting in April and a Fulshear meeting in May.

5. **Consent Agenda**

Motion made by Councilmember Melissa McFarland, second by Joell Prado, to approve the Minutes from the January 18, 2023 Regular Council Meeting. Motion passed unanimously.

6. **Department Report**

- a. Public Works – No action on monthly report.

Royce Macha reported that 3 of the 4 generators have been finalized for meter installation within the next week. The 4th generator meter on Marek Street is still being processed.

Accurate Meters will be reaching out to the City Secretary in the next week to set up a meeting to get the Smart Meter software installed.

- b. Police Department/Admin Monthly reports – No action on monthly report.

Chief Moseley reported that they had identified the vehicle in the Dollar General burglary and are working on warrants. Approximately 75 street light outages were identified by the PD and to date, 80-90% of these lights have been repaired.

On the City Administrator side, Chief Moseley has met with the homeowner on 5414 Demel regarding permits, attended an AMPSS meeting to discuss City wastewater, resolved Texas Pride trash issues and worked with our Code Enforcement officer on City Ordinance violations.

- c. Code Enforcement Monthly Report – No action on monthly report
Mr. Murphy reported that the Palo Duro building on Commerce Street had been cleaned up of all weeds, windows have been boarded up and the sign removed. A couple of court dates have been scheduled for abandoned RVs and trash. Currently have around 20 active violations
- d. Municipal Court – No action on monthly report.
Nothing additional to report.

7. Financial Review

Michelle reported that the former auditors had not carried out the 2021 single audit which should have been done last year. She has asked Seidel Schroeder to go ahead and do the audit as not having it done could affect future grants. Councilmember Joell Prado asked that Michelle check to see if previous auditors were paid to have carried out the single audit.

No amendments to be made to bills or payments. Motion by Councilmember James King and second by Councilmember Joell Prado to approve the financial reports and payment of monthly bills. All in favor and motion passed unanimously.

8. New Business

- a. BBG Consulting/Tracy Rodriguez - Discuss and Act on Hiring BBG consulting to provide plan review, inspection and permitting services to the City of Wallis.

Ian Knox and James Posey introduced themselves and gave an overview of the Services BBG Consulting could offer to the City of Wallis. They have a team of 20 inspectors across the state who are all ex building officials. BBG will provide a fee schedule and Councilmember James King will formulate questions for

submittal.

b. Subdivision Ordinance Workshop

Discuss and set up revised date for Subdivision Ordinance workshop along with discussion on Planning Committee Ordinance changes and website suggestions.

Tabled until Mayor Pro-Tem Clark Main has better availability.

c. Discuss and act on Pay for Part Time City Administrator

Finance Director has identified an account which is accruing interest from deposits and there is enough money in this account to pay \$1,000/month starting in February until the end of the year.

Motion made by Councilmember Prado to pay the Part Time City Administrator \$1,000 per month for the remainder of the year. Second by James King.

Councilmember Melissa McFarland voted against as she would like to hold a workshop to see where the money should come from. Motion passed 2-1.

d. Discuss and act on Cost of Living Pay Adjustments for all city employees as promised in September 2022 Budget meetings.

The city Finance Director confirmed that there is still money in the Cares Act account to cover a 3% cost of living increase. This money was allocated to cover Covid salaries and expenses incurred during that time. Councilmember Joell Prado asked if that cost-of-living increase was given today, would we be in a position to offer it again next year? She would prefer a Special Budget Meeting to discuss. Councilmember Melissa McFarland agreed. Discussion tabled until next month.

e. Discuss and Act on the selection of Seidel Schroeder as the new City of Wallis CPA.

Motion made by Councilmember James King and second by Councilmember Joell Prado to select Seidel Schroeder for our 2021 and 2022 Auditors. All in favor and motion passes unanimously.

f. Discuss and act on Budget amendment to account for increased CPA Costs, Part Time City Administrator Compensation and employee cost of living adjustment

Discussion tabled until next month.

- g. Discuss and Act on MIT Grant engineering plan for neighborhood drainage improvements.

Councilmember James King indicated that there are a few changes to the engineer submitted plan which the City has requested. Easement acquisitions have to be handled and we don't want to take out recently installed pipes which Public Works have put in.

- h. Discuss and Act on the MIT Grant for Sewer I & I Repairs

Councilmember King explained that the Grant is acceptable 'as is' but has asked the GLO (General Land Office) if they would allow us to bid the sewer and I & I project independent of the drainage project in 'g' above. Can we break both items apart and bid separately?

Motion made by Councilmember James King and second by Councilmember Joell Prado, to approve splitting the 2 grants and bidding the Sewer I&I Grant in advance/independent of the drainage one, and with clarifications on the ability to pay legal expenses from the grant money and, proceed forward with contacting landowners on the priority list to try and negotiate easements. All were in favor and motion passed unanimously.

- i. Discuss and Act on property at 6309 Commerce

No action as Mr. Jones, the property owner was not present.

- j. Agenda Request – Lucia Chiquito – Discuss and act on property at 5414 Demel Street.

Lucia Chiquito once again addressed council regarding the permitting and inspections at her property on Demel Street. Council explained that incorrect permits had been pulled and would need to be redone as Commercial Permits, and not Residential. Ms. Chiquito is also operating a group home from her garage and is in violation of the Group Home Ordinance. Trades such as plumber, electrician must be listed on the permit and each trade must also pull their own permits. Ms. Chiquito felt that removal of sheetrock was unfair in order to pass inspections.

Motion made by Mayor Pro-Tem Clark Main and second by Councilmember Melissa McFarland that any sheetrock removed will be re-imbursed by the city. All were in favor and motion passed unanimously.

- k. EDC Updates

Marti Frost reported that the EDC hopes to start the bid process shortly for the Downtown Revitalization Grant and looking to start construction in late April, early May. Mr. Marini's Empanada Place has run into some equipment issues

and may not open now until March.

l. Planning Committee Updates

No report. Waiting on rescheduled Ordinance Workshop.

m. Closed Session

Texas Government Code Section 551.074 Personnel Matters. Council will convene in closed meeting to hear a complaint or charge against an officer or city employee. (City Secretary)

Entered into closed session at 7.30pm

n. Reconvene from Closed Session into Regular Session and take action, if any, on items discussed in Closed Session

Meeting Reconvened at 9.27pm


Motion by Mayor Pro-Tem Clark Main Jr., and second by James King to provide a document with the understanding of the City Secretary duties and expectations which will be placed in the personnel file. All in favor. Motion passed unanimously.

o. Future Agenda Items

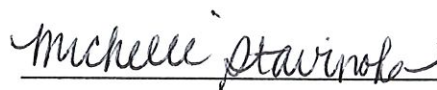
- i. Schedule special meeting workshop for Subdivision Ordinance Review, Planning Committee Ordinance changes and website updates.
- ii. Budget amendment or workshop to discuss increased CPA costs, Part Time City Administrator compensation and employee raises.
- iii. Potential re-permitting to expand the capacity of the bluebonnet water authority
- iv. Revisit the variance previously granted to drill a water well on 1093
- v. Discuss the cost of employee rentals of the Community Room.

9. Adjourn Meeting

Motion by Councilmember James King and second by Councilmember Clark Main Jr to adjourn the meeting at 9.30pm. Motion passed unanimously.



Clark Main Jr., Mayor Pro-Tem



Lesley Doherty, City Secretary
Michelle Stawinoha,
ATTEST: city finance