

144 Wilcox Drive Eddy, Texas 76524 www.bruceville-eddy.us

Phone: (254) 859-5964 Fax: (254) 859-5779

Special Called City Council Workshop November 21, 2024, 4:30 p.m. Minutes

1. Meeting called to order by Mayor Owens at 4:30 pm

Council members present: Graham McGruer, Ricky Wiggins, Joyce McGlothlin, and Cecil Griffin

Absent: Richard Prater

Employees present: Kent Manton - City Administrator, Pam Combs -City Secretary, Jannie Rodriguez-Water Department, Gene Sprouse - Public Works director, Johnny Grady - Water Supervisor, and Armand Hunt - City water engineer

2. Citizen Presentations

The City Council welcomes public comments at this point on items <u>not</u> specifically listed on the agenda. Speakers must sign up before the meeting begins. Speakers are limited to five (5) minutes each. The Council cannot respond to matters not listed on the agenda until a future meeting. **None**

3. Water System Modeling Update - MRB Group

Council to discuss and consider the updated water model created by MRB Group to account for the completion of Falls County Watermain Improvements – Phase 1.

Armand Hunt with MRB Group - City Engineer. He gave a presentation on the up grades in Falls County and discussed with the council about the meter moratorium. Armand 1st recommendation is to get a new well in Falls County and 2nd to get an elevated storage tank.

4. Development Discussion: 102 4th Street - Monique Moser

Council to hear comments from Monique Moser regarding the building located at 102 4th Street, also known as the 'old blacksmith shop.' Discussion on possibilities for renovation and/or redevelopment of vacant property.

Ms. Moser got up and spoke about developing the property called the old blacksmith shop. She was wanting some recommendations from the city council what they might like see in this area.

5. Building Proposal - Friendly Oaks Wellsite (Old Bethany Road)

Council to discuss and consider a proposal submitted by S2S Construction for the creation of an overlay building enclosure for the Friendly Oaks Wellsite located on Old Bethany Road; technical discussion on methods to properly protect newly installed electrical equipment.

The council discussed having a new building at the Friendly Oaks built to house all the chemicals and the well equipment. Building will be 638 sq ft, \$44,800.00.



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6. Discussion on Employee Benefits

Council to discuss and consider changes to employee health, dental, and vision benefit plans, including possible changes to contribution levels of both the city and/or the employee.

It was reported that the City had reached out to 11 other cities and only 1 of those cities paid a portion of the employees dependents health care cost. Further discussion involved the City (which currently pays 50% of the dependents health care cost) to reducing the City's portion to 40% with the employee paying the reminder 60% of their dependents cost. By doing this, it would save the City approximately \$6,000 per year.

7. Adjournment
Motion made by Joyce McGlothlin to adjourn the meeting at 5:40, 2nd by Graham McGruer, yeas 4, nay 0,
absent 1, motion passes

Linds Owen, Mayor

Date

Pam Combo City Secretary

Date

EXAST



144 Wilcox Drive Eddy, Texas 76524 www.bruceville-eddy.us

Phone: (254) 859-5964 Fax: (254) 859-5779

Special Called City Council Meeting November 21, 2024, 6:00 p.m. Minutes

1. Meeting called to order by Mayor Owens at 6:00 pm

Council members present: Graham McGruer, Ricky Wiggins, Joyce McGlothlin, and Cecil Griffin.

Absent: Richard Prater

Employees present: Kent Manton - City Administrator, Pam Combs -City Secretary, Jannie Rodriguez-Water Department, Chief Dorsey, Gene Sprouse - Public Works Director, and Johnny Grady - Water Supervisor

2. Community Announcements:

First Friday Bingo at UMC on December 6th, Vendors Fair on at UMC on December 21st, Fall Festival Fund raiser for Little Eagle on November 23rd.

3. Citizen Presentations

The City Council welcomes public comments at this point on items <u>not</u> specifically listed on the agenda. Speakers must sign up before the meeting begins. Speakers are limited to five (5) minutes each. The Council cannot respond to matters not listed on the agenda until a future meeting. **None**

Special Called Meeting adjourned and Public Hearing is in session at 6:07 pm

4. Public Hearing - Conditional Use Permit Application for 361 Old Moody Road

Council to hear public comments pertaining to a requested conditional use permit for a modular home to be installed at 361 Old Moody Road Eddy, Texas 76524, H.B. Williams Survey, Abstract Number 882, a property currently zoned for single family residential dwellings.

The public hearing is open to any interested persons with opinions, objections, and/or comments related to this matter. Comments related to this matter may only be expressed via mail, e-mail or, by appearing in person. Another person or attorney may also represent you.

5. Close Public Hearing – Conditional Use Permit Application for 361 Old Moody Road Public Hearing adjourned and Special Called City Council Meeting back in session at 6:10 pm

6. Conditional Use Permit (Manufactured Home) - 361 Old Moody Road

Council to discuss, consider, and possibly take action on a request by Scott Sheffield for a conditional use permit for a modular home to be installed at 361 Old Moody Road Eddy, Texas 76524, H.B. Williams Survey, Abstract Number 882, a property currently zoned for single family residential dwellings.

Motion made by Ricky Wiggins to approve a conditional use permit for a modular home to be installed at 361 Old Moody Road Eddy, Texas 76524, H.B. Williams Survey, Abstract Number 882, a property



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currently zoned for single family residential dwellings, 2nd by Cecil Griffin, yeas 4, nay 0, absent 1, motion passes.

Special Called meeting adjourned and Public Hearing is in session at 6:14 pm.

7. Public Hearing - Renewal of Water Meter Moratorium

Council to hear public comments pertaining to the renewal of a water meter moratorium in the portion of Falls County that is east of Interstate Highway 35 and outside the corporate limits of the City, and properties abutting Bruceville Lane in McLennan County.

The public hearing is open to any interested persons with opinions, objections, and/or comments related to this matter. Comments related to this matter may only be expressed via mail, e-mail or, by appearing in person. Another person or attorney may also represent you.

8. Close Public Hearing – Renewal of Water Meter Moratorium Public Hearing adjourned and Special Called City Council Meeting back in session at 6:15 pm

9. Renewal of Water Meter Moratorium

Council to discuss, consider, and possibly take action on ordinance O 11-21-2024-1, renewing a development moratorium in the portion of Falls County that is east of Interstate Highway 35 and outside the corporate limits of the City, and properties abutting Bruceville Lane in McLennan County.

Motion made by Graham McGruer to remove the development moratorium in the portion of Falls County that is east of Interstate Highway 35 and outside the corporate limits of the City, and properties abutting Bruceville Lane in McLennan County on a case-by-case bases, 2nd by Cecil Griffin, yeas 4. nay 0, absent 1, motion passes.

10. Replat - Dumlao Addition

Council to discuss, consider, and possibly take action on a replat for property owned by Earl and Lisa Dumlao; being three lots (10-12) of block 7, totaling 0.474 acres out of the Levi Prewitt Survey, Kincannon Addition #3, Abstract # 723; to be named lot 1, block 1 of the Dumlao Addition in the City of Bruceville-Eddy, McLennan County, Texas.

Motion made by Ricky Wiggins to approve the replat for Dumlao Addition in the City of Bruceville-Eddy, McLennan County, Texas. 2nd by Joyce McGlothlin, yeas 4, nay 0, absent 1, motion passes.

- 11. Police Chief's Report Chief Michael Dorsey (See attachment "A")
- 12. Public Works Director's Report Gene Sprouse
- 13. Engineering Reports



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14. City Administrator's Report - Kent Manton

City Administrators Report: 11/21/2024

New Dump Trailer for Public Works

The new dump trailer arrived on 11/6/2024 and has already been hard at work for us! Thank you, Council, for your support in obtaining this needed equipment!

Rudy Sedillo's Last Day

Rudy Sedillo served his last day with Bruceville-Eddy this past Tuesday. He was sent out at our monthly employee appreciation/staff meeting with gratitude for his 15 years of service to our community (oh, and some of his favorite food). Rudy had served in mostly a part-time capacity during his tenure with B-E. As a reminder, we have budgeted to fill his position with a full-time hire later in the year that will serve both water/sewer operations.

Annual Audit and Comprehensive Financial Report

The annual audit will kick off in early January this year. Our Finance Director is currently in the process of preparing necessary reports and closing out the previous FY in Incode.

Records Storage Unit Movement

Staff a currently researching and preparing a cost/design proposal to move the records storage unit from behind the storage facility to City Hall so that it might be in closer proximity for administrative staff's usage. Some things we are considering are the cost for movement, laying of a gravel foundation, electricity connection, and the potential of adding privacy screening for aesthetics. More information coming soon!

Sewer System

We have established a meeting with BEISD administration on 11/20/2024 to discuss amongst other topics, the interconnection of their existing septic fields into the new sanitary sewer system. Tabor and Associates and the ISD's engineering firm will both be in attendance to discuss the technical aspects of connection.

We have been working hard to obtain the needed right of entry forms needed by our customer service line contractor to access properties for installation and septic tank decommissioning. To date, we have received 200 of the 312 needed forms.

On 10/17/2024 the Mayor and I met with the appropriations lead for Congressman Pete Sessions office to discuss the sewer project and how their funding is desperately needed to add in new sections for the sewer system to ensure continued affordability. The team still believes this would be a great use of taxpayer funding



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and that it has excellent viability. However, Jackson reiterated that the appropriations process is very competitive as Mr. Sessions represents 14 counties across Texas and only a handful of these bills are allowed each cycle.

We have been requested to get with Tabor and Associates to create an opinion of probable cost for a proposed new section(s). Afterwards, we will be reaching out to a consultant who is highly adept at working through successful appropriation funding requests for a proposal.

Water System

Falls County Water Well

At this time, I'm still awaiting feedback and response from the Cook sisters on our term's proposal for the new water well site. The family is supposed to be meeting later this month to discuss the matter further. On another note, I have submitted this information to LAN Engineering on behalf of the Falls County Water Resource Group for potential inclusion in their grant funding applications via the Rural Water Assistance Fund.

Rate Analysis - TRWA

No additional updates at this time.

Friendly Oaks

This wellsite is currently online.

Joseph Kotrla, with McCreary & Associates, Inc. installed electrical monitoring equipment in line with his recently approved proposal. As of writing this report, we are still awaiting the results of their findings with recommendations.

Annual Water Tank Cleanings

Ron Perrin completed annual tank cleanings for both the Westridge and Tolbert GSTs on 11/6/2024.

Grants Updates

CDBG (Waterline Improvements in-between 3rd and 4th Street)

On October 16th, Esther and I attended a regional stakeholder consultation and award kick off meeting at HOTCOG in Waco. The project period will commence in February of 2025 and we will have two years to complete the work. In attendance were both our project's engineering firm (5M and Associates) and grant administrator (Public Management).

This project will likely not be going to bid until sometime in Spring or Summer of 2025.



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GLO RCP (Planning Grant)

We are now working with the selected grant administrator to prepare the application for submission to the General Land Office.

Committee Updates

Infrastructure Planning Committee

No additional information at this time. Staff are still working on various recommendations from our last meeting.

B-E Economic Development Corporation

Directors met on 11/13/2024 for the fourth time since incorporation. Newly appointed Directors were sworn into their positions. An overview presentation was given by Kris Collins, Executive Vice-President of the Greater Waco Chamber, on the resources available for regional assistance in support of the Board and Council's vision for the future of B-E. Directors recommended that Kris come back out at a future date and time to make the same presentation to City Council.

Officer elections were held and Sonda Prater was elected as Secretary. All other positions were renewed for another year. Pam Combs and I were appointed Assistant Secretaries and Esther Moreno was appointed Assistant Treasurer.

BEEDC made a vote to approve up to \$3,500 worth of marketing/promotional materials for assistance with recruitment of new businesses. The idea would be to utilize this money to create some basic infographics highlighting the economic advantages of Bruceville-Eddy. The Greater Waco Chamber will be able to help with compiling some of the data that will feed into the materials.

This funding request will be brought before City Council in December for further action with President Weaver joining you to speak in favor of the Board's request.

Lastly, please see the map that was prepared for the BEEDC showcasing some of the important development potential around the city.

Development

Commercial Activity

On 10/31/2024, Pam and I met with a potential developer seeking information for a property they own in Bell County (PID#507559). The meeting was preliminary and inquisitive in nature and no plans have been made to date. However, they are considering mixed use commercial/industrial at this location for the time being.

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WBW (Fowler Land):

No additional information at this time.

KBAR - Eagle Ranch:

Unfortunately, we were unable to establish Council requested informational meetings on the potential of creating a Public Improvement District (PID) in exchange for annexation on this property. This was primarily due to staff's shift in focus towards implementation of the sanitary sewer project.

I had a phone call with Mr. Travis Krause on 11/12/2024 and he is ready to help facilitate these meetings. He informed me that he has had his focus on other projects in the general area as of late. He is discussing potential changes to the development with partners in light of the sewer's groundbreaking and will let us know in the coming weeks if he intends on making any alterations.

The Council approved extension of the Eagle Ranch preliminary plat Is set to expire on 1/11/2025.

BE Travel Center (Ascent):

MRB Group has completed their review of proposed water line improvements to this site. The owner is considering various options to proceed.

Additionally, they have requested information on requesting a variance for sign height.

They are anticipating an April 2025 opening date.

Foodies

Foodies travel center, located within the City limits of Lorena, but within our water system's CCN, has been mulling over required water system improvements needed to deliver water to their future site. The project includes the expansion of a 6" watermain North along I-35 under the highway. A proposal for this project is being prepared to come before you shortly. Since this project is valued over the \$50,000 bid threshold, it will have to go through the public bidding process. The process of installing these improvements would look very similar to the Creekside development of 2022.

CEFCO:

As of 11/14/2024, Casey's has finalized their acquisition of CEFCO. The project here in Bruceville-Eddy is still on hold while the transition continues. However, Guy Slimp mentioned that things sound promising for our site. He did mention that Casey's will utilize a different building, so construction plans would eventually have to be resubmitted for review. More importantly, the site would include Casey's famous pizza if everything moves forward.



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Deer Creek MUD

No additional information at this time.

FM 1239 Subdivision:

A developer recently purchased a large tract of land between F.M. 1239 and C.R. 459 in Falls County. They have submitted a water feasibility study for 266 meters as they desire to plat for single family homes. This property is located outside of our ETJ and therefore would only be subject to Falls County subdivision ordinance requirements. This property is, however, located within our CCN and the current area of our active development moratorium. As a reminder, anyone desiring to pay the full cost of the required infrastructure improvements would be exempt from these limitations. Our engineering firm will review the developers' plans and provide them with an opinion of probable cost for further consideration.

15. Consent Agenda

All items listed on the consent agenda will be considered by the City Council and will be enacted on by one motion. There will be no separate discussion of these items unless a Councilmember or a member of the public so requests.

A. Approval of Minutes

Council to discuss, consider, and possibly take action to approve the minutes from the October 24, 2024 Regular Council Meeting.

B. Finances - September 2024

- i) Council to discuss, consider, and possibly take action on the September 2024 financial reports for the general, water, and sewer fund accounts.
- ii) Council to discuss, consider, and possibly take action on the September 2024 accounts payable for the general, water, and sewer fund accounts.

C. Finances - October 2024

- i) Council to discuss, consider, and possibly take action on the October 2024 financial reports for the general, water, and sewer fund accounts.
- ii) Council to discuss, consider, and possibly take action on the October 2024 accounts payable for the general, water, and sewer fund accounts.

D. Donation Acceptance

Council to discuss, consider, and possibly take action to approve the acceptance of a \$20.00 donation to the City of Bruceville-Eddy from Bethany Fellowship Church for the use of City Hall for the October 21st, 2024 BEISD candidate forum.



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E. Write-Off Bad Debt

Council to discuss, consider, and possibly take action to write off bad debt for specific utility accounts.

F. Designation of Official Newspaper

Council to discuss, consider, and possibly take action on resolution R 11-21-2024-1, designating the official newspaper of the City of Bruceville-Eddy for the 2024-2025 fiscal year.

G. Interlocal Cooperative Agreement for Tree Trimming Services

Council to discuss, consider, and possibly take action to approve the Mayor to enter into an interlocal cooperation agreement with McLennan County for the purpose of providing tree trimming services on an 'as needed' basis with a not-to-exceed limit of \$2,500.

H. Ratify Purchase – Core and Main LP

Council to discuss, consider, and possibly take action to ratify staff purchase of materials from Core and Main LP in the amount of \$3,422.28 in association with the installation of six taps and meters for Melissa Street duplexes. Motion made by Ricky Wiggins to accept all the items on the consent agenda as stated (A, B (i, ii), C (i, ii), D, E, F, G, and H, 2nd by Graham McGruer, yeas 4, nay 0, absent 1, motion passes.

16. Selection of Mayor Pro Tempore

Council to discuss, consider, and possibly take action to select a Mayor Pro Tempore for 2024-2025. The Mayor Pro Tempore, commonly known as the Mayor Pro Tem, presides over Council Meetings in the Mayor's absence. Motion made by Ricky Wiggins to table this until the next meeting and wait for the other council members to be present 2nd by Joyce McGlothlin, yeas 4, nay 0, absent 1, motion passes.

17. Signage Proposal for 'Welcome to Bruceville-Eddy'

Council to discuss, consider, and possibly take action on a proposal pertaining to the repair and/or replacement of the downtown Eddy Sign 'Welcome to Bruceville-Eddy' sign located at the intersection of Eagle Drive and 3rd Street, expenditures coming out of line item 10-10-6518 of the General Fund.

Motion made by Ricky Wiggins to table it, 2nd by Joyce McGlothlin, yeas 4, nay 0, absent 1, motion passes.

18. Employee Benefit Plan Changes

Council to discuss, consider, and possibly take action regarding employee health, dental, and vision benefit plans, including possible changes to contribution levels of both the city and/or the employee.

Motion made by Ricky Wiggins to table this until our next meeting, 2nd by Joyce McGlothlin, yeas 4, nay 0, absent 1, motion passes

19. Establishment of Street Repair Committee

Council to discuss, consider, and possibly take action on the establishment of an ad-hoc Street Repair Steering Committee for a period not to exceed six months of service.



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Motion made by Ricky Wiggins to approve everyone on the list, 2nd by Graham McGruer, yeas 4, nay 0, absent 1, motion passes. On the committee Joyce McGlothlin, Richard Prater, C. W. Whorton, Danielle McGruer, and Colton Smith.

20. Billboard Lease Agreement Renewals

Council to discuss, consider, and possibly take action on lease agreement renewals with ACME Partnership, LP for two billboards located on city owned property along I-35.

Motion made by Graham McGruer, we table it until we do a little more research 2nd by Joyce McGlothlin, yeas 4, nay 0, absent 1, motion passes.

21. Cast Ballots for Candidates to the Falls County Appraisal District Board of Directors

Council to discuss, consider, and possibly take action on resolution R 11-21-2024-2, voting on candidates to the Falls County Appraisal District Board of Directors.

Motion made by Ricky Wiggins to approve R 11-21-2024-2, voting for candidates Ian Giesler and Byrleen Terry, 2nd by Graham McGruer, yeas 4, nay 0, absent 1, motion passes.

Council meeting took a short break from 7:29 pm until 7:40 pm

22. Building Proposal - Friendly Oaks Wellsite (Old Bethany Road)

Council to discuss, consider, and possibly take action on a proposal submitted by S2S Construction for the creation of an overlay building enclosure for the Friendly Oaks Wellsite located on Old Bethany Road.

Motion made by Ricky Wiggins to approve the construction with S2S Construction Company for the amount of \$44, 800.00 2nd by Cecil Griffth yeas 4, nay 0, absent 1, motion passes.

Special Called Meeting adjourn and Executive Session in session at 7:47 pm.

23. Executive Session

A. The City Council Shall Meet in Executive Session to Discuss the Following:

Community Development Specialist

Texas Government Code Section 551.074 – Personnel Matters – Discussion regarding the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee; or to hear a complaint or charge against an officer or employee: Community Development Specialist. Tex. Gov't Code Ann. § 551.074.

Texas Government Code Section 551.071 - Consultation with City Attorney - and Section 1.05, Texas Disciplinary Rules of Professional Conduct. Confer with City Attorney to receive legal advice regarding Miracle Lane.

Texas Government Code Section 551.071 - Consultation with City Attorney - and Section 1.05, Texas Disciplinary Rules of Professional Conduct. Confer with City Attorney to receive legal advice regarding the development moratorium.

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B. Reconvene into Open Session Executive Session adjourned and Special Called Council Meeting back in session at 9:11 pm.

C. Possible Action on Issues Discussed in Executive Session

Motion made Graham McGruer to assign the duties of the Community Development Specialist Code Enforcement Officer to the Police Department and we bring back a budget proposal to the City Council in relation to that, 2nd by Joyce McGlothlin, yeas 4, nay 0, absent 1, motion passes.

Motion made by Graham McGruer I approve we authorized the city attorney and city staff to order a survey of the property and begin a search for an appraiser, 2nd Cecil Griffin, yeas 4, nay 0, absent 1, motion passes.

24. Adjournment

Motion made by Joyce McGlothlin to adjourn the meeting at 9:15 pm, 2nd by Cecil Griffin. yeas 4, nay 0, absent 1, motion passes.

Linda Owens, Mayor

date

Pam Combs, City Secretary

doto



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November 21, 2024 Attendance Sheet City Council Meeting and Workshop, 4:30 pm

Name	Address
Rick & Consy	851 U. 3RD ST.
Jerry George	9900 Shavee Trail
Lisux Ear Dumlow	301 4th Street
Danielle + Co/ton McGover	215 Hungry Hill Rd
Cherix Mc Gruer	215 Hungry Hill Rd 915 Old Moody Rd
Marique Maser	,
LindaOn	720 W. 3rd Eddy
	/





Police Department

143 Wilcox Dr. Eddy, TX 76524 www.bruceville-eddy.us

Phone:254-859-5072 Fax: 254-859-5258

Police Department Activity Report: October 1, 2024 - October 31, 2024

Calls for Service: Total 115

			1	
890	895	896	898	
Dorsey	Erwin	Hesterberg	Cade	
40	24	35	16	

Arrest, Offense, Incident

Reports:

Total 17

890	895	896	898
Dorsey	Erwin	Hesterberg	Cade
10	2	4	1

Criminal Offense Arrests:

<u>Total 12</u>

890	895	896	898
Dorsey	Erwin	Hesterberg	Cade
7	3	1	1

Crash Reports: Total 8

890	895	896	898
Dorsey	Erwin	Hesterberg	Cade
3	0	3	2

Citations & Warnings: Total 154

CITATIONS OF ANDI	migs. Total 134			
890 Dorsey	895 Erwin	896 Hesterberg	898 Cade	
62 citations 0 warnings	6 citations 10 warnings	12 citations 12 warnings	37 citations 15 warnings	

Citations Total: 117 Warnings Total: 37





Police Department

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Police Department Activity Report: October 1, 2024 - October 31, 2024

Security Checks: 143

School Zone Enforcement: 25

Neighborhood Patrol: 35

Directed Traffic Enforcement: 36

OCTOBER 18 2024 - NOVEMBER 14 2024 CITY ORDINANCE ENFORCEMENT REPORT

COMPLIANT / CLOSED	8
NON-COMPLIANT	30
MORE TIME REQUESTED	0
CITATIONS	56
TOTAL CASES	94
TYPES OF VIOLATIONS	
ANIMAL VIOLATION	6
HIGH GRASS	10
RUBBISH	13
JUNK VEHICLES	4
DANGEROUS BLDG	3
ACC / STORAGE BLDG	0
RV / TRAVEL TRAILER	0
ZONING VIOLATION	0
OPEN BURNING VIOLATION	0
LIVESTOCK VIOLATIONS	2
NOISE COMPLAINT / LOUD MUSIC	2
CITY PERMIT VIOLATION	0
TOTAL VIOLATIONS	40

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SCHOOL RESOURCE OFFICER ACTIVITY REPORT: October 1, 2024 – October 31, 2024

Calls for Service: 10

Security Checks: 94

Citations & Warnings: 3/7

Arrests: 0

BEISD SRO Monthly Activity Report:	
Admin Assist	
Staff Assist	
Student Assist	
Agency Assist	
Citizen Contact	3
Calls for Service	10
Incident Report	
Criminal Activity/Offense	
Suspicious Activity/Person/Circumstances	
Traffic Complaint	
Traffic Stops	10
Warnings	7
Citations	3
Juvenile Complaint	l
Adult Arrest	l
Juvenile Arrest	
Warrant Arrest	l
Parent Conference	
Welfare Check	1
Classes Given	
Total:	34