

**City of Bronte, Texas
Regular City Council Meeting Minutes
Thursday November 16th, 2017 6:30 P.M.**

The City Council of the City of Bronte, Texas met in regular session in City Council Chambers, City Hall, 114 S. Washington Street, Bronte, Texas at 6:30 p.m.

6:30 P.M. City Council Convened
City Council Chambers, 114 S. Washington, Street, Bronte, Texas

Present: Gerald Sandusky, Mayor
David Bedford, Mayor Pro Tem
Paul Gohman, Council Member
Wade Stautzenberger, Council Member
Stormy Vaughn, Council Member
Crystal L. Blevins, City Secretary
Eileen M. Hayman, City Attorney
Ricky Royall, Utilities Director

Absent: Santiago Rodriguez, Council Member

1. Proclamations and Presentations

- 1.1. Pledges of Allegiance were given by those in Council Chambers.
- 1.2. Prayer by Mayor Pro Tem David Bedford.

2. Citizen Comments - Any citizen wishing to appear before a regular meeting of the City Council may do so by signing up to speak at the City Council meeting itself, with regard to any item posted on the City Council agenda. Council may take comments from citizens on this matter.

No citizen signed up to speak during citizen comments.

3. Minutes

3.1. October 17th City Council Meeting

Council Member Stormy Vaughn requests the following changes:

Citizen Comments - Spelling of name to be corrected for Marlene Vaughn.

Item 4.9 - Minutes from 2013, 2014, 2015 to be changed to "EDC minutes from 2014 and 2015 could not be located".

Item 4.10 - Request current members to be replaced with "request additional members to be placed on the board".

Motion by Council Member Paul Gohman to approve of the October 17th 2017 City Council Meeting Minutes with changes, seconded by Council Member Wade Stautzenberger.

Vote: 3 – 0 Motion carried; Mayor Pro Tem David Bedford abstain

3.2. October 23rd Special City Council Meeting

Motion by Council Member Stormy Vaughn to approve of the October 23rd 2017 Special City Council Meeting Minutes, seconded by Council Member Wade Stautzenberger.

Vote: 3 – 0 Motion carried; Mayor Pro Tem David Bedford abstain

4. **Regular Agenda**

4.1. **Discuss/Act – Finances:**

o Monthly Report

Motion by Mayor Pro Tem David Bedford to approve of the monthly report, seconded by Council Member Stormy Vaughn.

Vote: 4 – 0 Motion carried

o Bills Paid

Council Member Stormy Vaughn asked about water deposit refunds – Asyst software was not printing report for citizen water deposit refunds. Staff had to research previous four months to determine who had not received a refund.

Council Member Stormy Vaughn asked about Observer-Enterprise posting City minutes in newspaper, is the City paying for this expense? The City did not submit minutes to the Observer-Enterprise. We should not receive a bill for this expense. Expenses that the City paid for this month was for advertisement of fees at the Convenience Center.

Motion by Council Member Stormy Vaughn to approve of the bills paid, seconded by Council Member Paul Gohman.

Vote: 4 – 0 Motion carried

o Revenues and Expenditures

Council Member Stormy Vaughn asked about annual payment in the amount \$6,000 that was made to the Bronte Volunteer Fire Department. Do we just pay that throughout the year or all at once? Staff paid the \$6,000 all at once at the beginning of the fiscal year instead of breaking it out month by month. At the beginning of the fiscal year, the City has to pay for insurance, sewer permit, all of which are a large payment at the beginning of the year. Winter months bring in little revenue for the City.

Council Member Stormy Vaughn asked in reference to water and sewer whether Utilities Director Ricky Royall had seen any abnormalities as far as funds going into different funds. Staff has not seen any issues.

Motion by Mayor Pro Tem David Bedford to approve of the revenue and expenditures report, seconded by Council Member Paul Gohman.

Vote: 4 – 0 Motion carried

4.2. Discuss – Animal Services: Animal Report

- 3 Skunks
- 14 Cats
- 7 Possums
- 1 Dog
- 6 Raccoons

City Secretary Crystal L. Blevins presented the Animal Services Report.

Discussion only, no action was taken.

4.3. Discuss – Public Safety: Code Enforcement Report

- 5 Calls for ordinance enforcement
- 3 Verbal ordinance warnings issued
- 1 Vehicle tagged for removal on October 30th, 2017 and moved on November 13th, 2017

City Secretary Crystal L. Blevins presented the Code Enforcement Report.

Discussion only, no action was taken.

4.4. Discuss – Public Safety: Fire Department Report

Fire Department Report provided by Council Member Stormy Vaughn.

- Building
 - Overhead Door met BFVD
 - Foundation has been poured
 - Contractor with the help of the BVFD will build building
 - Had contractor for the foundation
 - Subcontractor to approve of construction of the building

Discussion only, no action was taken.

4.5. Discuss/Act - Code Enforcement: Building Permits

Darrell Sowell – 223 N Jefferson Street; storage building and carport

Utilities Director Ricky Royall presented the building permit request. Storage building will be a sea container. Building will not be attached to the house it will be stand alone.

Motion by Council Member Stormy Vaughn to approve of the building permit with Darrell Sowell for the storage building to be located at 223 N Jefferson Street, seconded by Mayor Pro Tem David Bedford.

Vote: 4 – 0 Motion carried

- 4.6. **Discuss/Act – Appraisal Board:** Consider and vote for nominees on the Coke County Appraisal District Board.

City of Bronte has 105 available votes. Staff recommendation is to split the 105 votes between Michael Cervanka and Orlando DeLaGarza.

Michael Cervanka 53 votes
Orlando DeLaGarza 52 votes

The Coke County Appraisal District listen to citizens disputing their property taxes.

Motion by Mayor Pro Tem David Bedford to split the City votes between Michael Cervanka and Orlando DeLaGarza as District Directors for the Coke County Appraisal District, seconded by Council Member Paul Gohman.

Vote: 4 – 0 Motion carried

- 4.7. **Discuss/Act – Cemetery:** Consider and take action authorizing City staff and City Attorney to negotiate an agreement for future cemetery land.

Staff would like to have abstract office to confirm a 2.33 acre tract of land next to the Fairview Cemetery whether it belongs to the City of Bronte or if it belongs to additional citizens.

Staff would like to begin negotiations with Mrs. Wanda Barbee for possible expansion of cemetery land south of Fairview Cemetery on her pecan orchard land.

Council Member Stormy Vaughn recommends staff obtain a Title Policy for the 2.33 acre tract of land.

Motion by Mayor Pro Tem David Bedford for City staff to confirm with the abstract office and pursue a Title Policy for the 2.33 acres and 22.7 acres of land next to Fairview Cemetery, seconded by Council Member Paul Gohman.

Vote: 4 – 0 Motion carried

Motion by Mayor Pro Tem David Bedford to approve of pursuing negotiation for orchard land across from SH 158 for future cemetery development, seconded by Council Member Paul Gohman.

Vote: 4 – 0 Motion carried

4.8. **Discuss – City Secretary:** Discuss City's General Election.

Correction to be made on Notice of Deadline to File Applications: applications will be taken between January 17th 2018 and February 16th, 2018 instead of original date of January 17th 2017 and February 16th, 2017.

Discussion only, no action was taken.

4.9. **Discuss/Act – City Secretary:** Consider and take action approving City Holidays for 2018.

Same holidays as 2017.

Motion by Council Member Wade Stautzenberger to approve of City Holidays for 2018, seconded by Council Member Stormy Vaughn.

Vote: 4 – 0 Motion carried

4.10. **Discuss/Act – City Secretary:** Consider and take action authorizing the City of Bronte to participate in the 2020 Census Local Update of Census Addresses Operation.

Voluntary work but believes it would benefit the community. Requirements are to provide an updated address listing for the 2020 Census.

Motion by Council Member Stormy Vaughn to approve of participating in the 2020 Census Local Update of Census Addresses Operation, seconded by Mayor Pro Tem David Bedford.

Vote: 4 – 0 Motion carried

4.11. **Discuss/Act – City Secretary:** Consider and take action authorizing the City Council Meeting scheduled for the third Thursday in December to be moved to the second Thursday in December due to holidays.

Suggested by City staff to move the council meeting to the 2nd Thursday in December instead of the 3rd Thursday due to the holidays.

Motion by Mayor Pro Tem David Bedford to approve of moving the City Council Meeting scheduled for the third Thursday in December to be moved to the second Thursday in December due to holidays, seconded by Council Member Wade Stautzenberger.

Vote: 4 – 0 Motion carried

- 4.12. **Discuss/Act – Community Development:** Consider and take action authorizing local organizations to store Christmas and other décor at City Hall.

Restoring Bronte Foundation and Christmas in Olde' Bronte have décor for their events that is currently being stored at a citizens residence. The organizations are asking if Council would be willing to let them store their décor at a City facility.

The organizations will need to contact City Hall a date and time as to when they would like to meet staff for storage of their décor.

Décor may be stored at the Bronte Depot. After the Bronte Volunteer Fire Department completes the construction of their new facility, décor may be moved in the shop at City Hall.

Motion by Mayor Pro Tem David Bedford to approve of local organizations to store Christmas and other décor at City Hall, seconded by Council Member Stormy Vaughn.

Vote: 4 – 0 Motion carried

- 4.13. **Discuss/Act – Finance:** Consider and take action approving of the Investment Policy for the City of Bronte.

The Investment Policy must be reviewed by City Council annually.

Council Member Stormy Vaughn asked if the auditor would request to review the Fire Departments CDs and bank accounts. Because the FD is under the City of Bronte, the auditor may ask for reports from the Fire Department. The auditor will be provided reports during the timeframe that the City monitored the funds.

Interest may be rolled over within the CD or the interest may be rolled over to another account, depending upon the setup of the CD.

Motion by Council Member Stormy Vaughn to approve of Investment Policy for the City of Bronte, seconded by Mayor Pro Tem David Bedford.

Vote: 4 – 0 Motion carried

- 4.14. **Discuss/Act – Finance:** Consider and take action authorizing City Staff to call for and receive sealed bids for depository services.

Every five years the City is required to request proposals for a bank to provide depository services. The City of Bronte has never requested bids for depository services. The request will be advertised in the newspaper. Council will review the sealed bids at the next council meeting.

Motion by Mayor Pro Tem David Bedford to approve of calling for and receiving sealed bids for depository services seconded by Council Member Stormy Vaughn.

Vote: 4 – 0 Motion carried

- 4.15. **Discuss – Finances:** Discuss recommendations provided by Strategic Business Solutions.

Strategic Business Solutions provided recommendations for internal controls for City staff. Changes have been implemented based on the recommendations.

Discussion only, no action was taken.

- 4.16. **Discuss/Act – Finance:** Consider and take action approving of the City of Bronte Internal Control Structure policy.

Based on the recommendations from Strategic Business Solutions, the Internal Control Structure Policy has been amended.

Motion by Council Member Stormy Vaughn to approve of the City of Bronte Internal Control Structure policy, seconded by Council Member Paul Gohman.

Vote: 4 – 0 Motion carried

- 4.17. **Discuss/Act – Finance:** Consider and take action authorizing the City Secretary to submit delinquent accounts to collections.

Services are disconnected after no payment has been made after a disconnection notice was mailed to the citizen. Citizens receive a bill for three months. After no payment is made the citizens need to be sent to collections.

Collection agency will receive 30% of the total amount the citizens owe the City. There is no fee for the City to use the collection agency.

Motion by Mayor Pro Tem David Bedford to approve of submitting delinquent accounts to collections, seconded by Council Member Wade Stautzenberger.

Vote: 4 – 0 Motion carried

- 4.18. **Discuss/Act – Finance Ordinance 1st Reading:** Consider an ordinance amending the Fiscal Year 2017 Adopted Budget for municipal purposes respecting the General, Water, Sewer and Sanitation Fund to transfer budget expenses.

Ordinance amendment is to finalize the previous fiscal year's budget.

Motion by Council Member Stormy Vaughn to approve of amending the Fiscal Year 2017 Adopted Budget, seconded by Mayor Pro Tem David Bedford.

Vote: 4 – 0 Motion carried

- 4.19. **Discuss/Act – Economic Development:** Consider and take action to deed City of Bronte property located on Lot Seven (7) in Block Fifty-five (55) of the Original Town of Bronte, Coke County, Texas and described in Warranty Deed volume 296 page 333 of the Deed Records of Coke County, Texas (R6604) to Walter and Chanel Smith of Bronte, Texas in the amount \$200.

Walter and Chanel Smith own Lots 1-6 and requesting to purchase Lot 7 in the amount \$200.

Motion by Council Member Stormy Vaughn to approve of deeding City of Bronte property located on Lot Seven (7) in Block Fifty-five (55) of the Original Town of Bronte, Coke County, Texas and described in Warranty Deed Volume 296 page 333 of the Deed Records of Coke County, Texas (R6604) to Walter and Chanel Smith of Bronte, Texas in the amount \$200, seconded by Mayor Pro Tem David Bedford.

Vote: 4 – 0 Motion carried

- 4.20. **Discuss/Act – Economic Development:** Consider and take action authorizing the City of Bronte to advertise and bid City owned property located on East half (E/2) of Lots Nine (9) and Ten (10) and all of Lots Eleven (11) and Twelve (12) in Block Thirty-four (34) of the Original Town of Bronte, Coke County, Texas (R6498).

Council requests property to be placed up for bid with a minimum bid in the amount \$500.00 and with the structure located on property to be demolished within six months of ownership.

Motion by Mayor Pro Tem David Bedford to approve of advertising and bidding City owned property located on East half (E/2) of Lots Nine (9) and Ten (10) and all of Lots eleven (11) and Twelve (12) in Block Thirty-four (34) of the Original Town of Bronte, Coke County, Texas (R6498), seconded by Council Member Wade Stautzenberger.

Vote: 4 – 0 Motion carried

- 4.20. **Discuss/Act – Economic Development:** Consider and take action authorizing the City of Bronte staff to survey land south of the Bronte Depot for future development.

City Attorney Eileen M. Hayman addressed council. City owned property behind the Bronte Depot needs to be surveyed prior to City staff can proceed with the Neighborhood Empowerment Zone and 380 Program. The Neighborhood Empowerment Zone and 380 Program will help prepare property for future development.

Motion by Council Member Stormy Vaughn to approve of surveying land south of the Bronte Depot for future development, seconded by Mayor Pro Tem David Bedford.

Vote: 4 – 0 Motion carried

- 4.21. **Discuss/Act – Economic Development Corporation:** Consider and take action on an amendment to the Bronte EDC bylaws for 4A and 4B.

Motion by Council Member Stormy Vaughn to approve of the Bronte EDC bylaws for 4A and 4B, seconded by Council Member Paul Gohman.

Vote: 4 – 0 Motion carried

- 4.22. **Discuss/Act – Economic Development Corporation:** Consider and take action on resignation letter from EDC Clerk Fran Sonnenberg.

Resignation letter was provided to City Hall. Request council approval for the advertisement of advertising the position Fran held with the EDC.

Motion by Council Member Stormy Vaughn to accept the resignation letter of EDC Clerk Fran Sonnenberg, seconded by Council Member Paul Gohman.

Vote: 4 – 0 Motion carried

4.23. **Discuss/Act – Economic Development Corporation:** Consider and take action on Bronte EDC board members.

Recommendation was made that the Mayor be removed as President and from the EDC.

Contracts with staff and agreements with businesses have not been done. Funds have been mismanaged.

Current EDC Board Members will decide who will be President.

A conflict exists with the Mayor also acting as the President of the EDC.

City staff will advertise for a vacant Board Director on social media and in the newspaper.

Motion by Council Member Stormy Vaughn to remove Gerald Sandusky from being president and from the EDC Board, seconded by Council Member Wade Stautzenberger.

Vote: 4 – 0 Motion carried

Motion by Council Member Stormy Vaughn to remove Lee Wommack from the EDC Board, seconded by Council Member Wade Stautzenberger.

Vote: 2 – 2; Stormy Vaughn and Wade Stautzenberger voted for; David Bedford and Gerald Sandusky voted against; Mayor Gerald Sandusky breaking tie tabled the agenda item.

4.24. **Discuss/Act – Streets:** Consider and take action for street maintenance within Bronte city limits.

Utilities Director Ricky Royall presented before Council; Council Member Santiago Rodriguez had been in discussion with County Commissioner Paul Williams. City staff have permission to use County equipment. County staff and Jimmie Walker is not interested in blading streets for the City. County would like an exchange for services, a credit towards their trash for use of County equipment.

Motion by Council Member Wade Stautzenberger to table the street maintenance within Bronte city limits, seconded by Mayor Pro Tem David Bedford.

Vote: 4 – 0 Motion carried

- 4.25. **Discuss/Act – City Council:** Discuss and consider action regarding resolution of issues related to the Land Lease Agreement dated April 14, 2016, between the City of Bronte, as landlord, and Ronny Loyd, as tenant, for a 6.846 acre tract and 11.523 acre tract near Oak Creek Lake.

Council exited for Executive Session at 6:32 p.m.

- 4.26. **Executive Session – City Council:** The City Council may enter into Executive Session under Gov't Code §551.071, Consultation with Attorney, to discuss legal ramifications and liability issues regarding resolution of matters related to the Land Lease Agreement.

Council returned from Executive Session at 8:09 p.m.

- 4.27. **Discuss/Act – City Council:** The City Council will reconvene in open session and may take action regarding resolution of issues related to the Land Lease Agreement dated April 14, 2016, between the City of Bronte, as landlord, and Ronny Loyd, as tenant, for a 6.846 acre tract and an 11.523 acre tract near Oak Creek Lake.

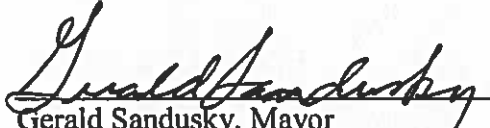
Motion by Mayor Pro Tem David Bedford to take no action on the land lease agreement between the City of Bronte and Ronny Loyd in reference to a 6.846 and 11.523 acre tract near Oak Creek Lake, seconded by Council Member Stormy Vaughn.

Vote: 4 – 0 Motion carried

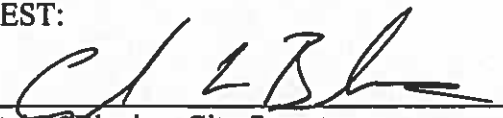
- 4.28. **Adjourn:**

Motion by Council Member Wade Stautzenberger to adjourn meeting at 10:31pm, seconded by Mayor Pro Tem David Bedford.

Vote: 4 – 0 Motion carried


Gerald Sandusky, Mayor

ATTEST:


Crystal L. Blevins, City Secretary

