

**CITY OF WINTERS
CITY COUNCIL REGULAR MEETING MINUTES
Monday, March 29, 2021 6:00 p.m.
Council Chambers, City Hall, 310 S Main, Winters, Texas**

*** NOTE: D/A on this agenda stands for Discussion/Action.**

Minutes of Meeting of the Mayor and City Council for the City of Winters.

Call meeting to order 6:00 p.m.

Quorum check.

Present: Mayor Lisa Yates

Alderman Clayton Woffenden

City Attorney Ken Slimp

Alderwoman Sandee Schneider

Alderwoman Ursula Estrada

Alderman Stephen Joeris

Alderman Mark Burkhart

Prayer: Mayor Lisa Yates

Agenda Item # 1: Community input.

Jerry Sims spoke on behalf of the Neighborhood Watch, thanking the WPD for the excellent job they have been doing and expressed his gratitude of the turnaround in crime. Linda Huckaby expressed concerns again regarding the hole in the ceiling in the Senior Activity Center; the city is actively seeking bids for repairs as there are no current bids on repair at this time.

Agenda Item # 2: D/A regarding AEP Texas, Inc. replacing trans lines from the Winters substation, near the track field and running north to the Steamboat substation via Penny Lane and Freddie Lane and near/around the Laurel Drive area. Referring to Ordinance contract with the city, originally read and passed the first time May 22, 2017.

Blake Burchard, External Affairs Manager; Rob Jones, Title Examiner/Abstractor, representing Right of Way Service, Inc and Gary Ford of Right of Way Services,

Inc. were all present to state the outline for Transmission Line Rebuild Project, explaining the replacement of lines, ninety percent of existing lines are over 100 years old and are still the wooden style. All new electric lines and poles will be ran on the alley side of city owned properties removing existing poles, lines and anchors from home owners land. The project schedule shows that Communications and field surveys began late Fall 2020, and the restoration activities are set to be complete Fall 2022. Alderwoman, Sandee Schneider made the motion to approve replacing existing trans lines, with Alderman Clayton Woffenden seconding the motion, all in favor. Motion carried.

Agenda Item # 3: Discussion: The City Council may consider, discuss and authorize a resolution adopting policies in connection with the TxCDBG program.

Morgan Verette of Public Management presented the Resolution in which the City of Winters would adopt the policies in connection with the participation in Federally Funded Community Development Block Grant (CDBG) projects and adherence to the regulations described therein: 1. Citizen Participation Plan and Grievance Procedures; 2. Section 3 Policy; 3. Section 504 Policy and Grievance Procedures; 5. Limited English Proficiency Plan; 6. Fair Housing Policy; and 7. Code of Conduct Policy. Alderwoman Sandy Schneider made the motion to adopt Resolution 032921 with Alderwoman Ursula Estrada seconding the motion. All in favor. Motion carried.

Agenda Item # 4: Discussion: The City Council may consider, discuss, and authorize a resolution designating authorized signatories for TxCDBG – 2020 grant contract no. 7220519.

Morgan Verette of Public Management presented the resolution to designate signatories for contractual documents and documents requesting funds pertaining to the Texas Community Development Block Grant (TxCDBG) award for wastewater improvements, contract number 7220519. Alderwoman Sandee Schneider made the motion to authorize and assign signatories authorizing Mayor, Lisa Yates; Mayor Pro Tem, Clayton Woffenden, Accounts Payable Clerk, Sharon Miller and Acting City Secretary, Sheila Lincoln as authorized signatories. Alderwoman Ursula Estrada seconded the motion, all in favor. Motion carried.

Agenda Item # 5: D/A on acceptance of Audit Report.

Michael Hamby of Merritt, McLane & Hamby, P.C. presented the audit, stating that the City of Winters had a clean audit and that it went well. There were two findings, the same that findings as the last couple of years. Mr. Hamby states that he has spoken to the Acting City Secretary, Sheila Lincoln regarding the adjustments which need to be made and states their firm is available with any questions in making them. The first finding is the number of audit adjustments which had to be made and states if adjustments are made, it cuts down on the number of future adjustments; including the “due to/due from” accounts, an issue to be brought up with Incode. The second finding has to do with amending the budget in a timely manner, budget was not formally amended to balance revenue and expenditures. Alderwoman Sandee Schneider made the motion to accept the Audit Report, Alderman Mark Burkhart seconded. All in Favor. Motion Carried.

Agenda Item # 6: D/A on the MOU with Homeland Security allowing Winters PD Officers to become Task Force Agents. Officers will be screened and chosen by the Chief of Police.

Chief of Police, Paula Geyer introduced Agent Stephanie Hart of Homeland Security who explained that WPD officers who are chosen to become Task Force Agents will be able to work federal cases that take place here and not have to wait for a Federal Agent to take the case, however, Task Force Officer training will be provided, and a current Field Agent would be assigned to work alongside them from the field to and through the court system. WPD would not be taking Federal cases on their own. When asked about the selection process, Chief Geyer states that she will nominate the officers who go through an extensive background check and the final decision is up to the Department of Homeland Security. Alderwoman Sandee Schneider makes a motion to allow WPD officers to become Task Force Agents and accept the MOU with Homeland Security. Alderwoman Ursula Estrada seconded the motion, all in favor. Motion carried.

Agenda Item # 7: D/A on MOU between Homeland Security and WPD for the reimbursement of Joint Operations Expenses.

Agent Stephanie Hart of Overtime hours spent working on Federal cases will be reimbursed as provided from the US Treasury budget. If the Federal Government

shuts down, there would be no pay to local PD. All overtime must be approved through The Department Homeland Security. Alderwoman Sandee Schneider made a motion to approve the MOU between Homeland Security and WPD for the reimbursement of Joint Operation Expenses, Alderman Clayton Woffenden seconded the motion. All in favor. Motion carried.

Agenda Item # 8: Discussion on establishing an employee PTO pool.

Mayor Yates stated there needs to be clear and precise rules pertaining to a PTO pool for city employees, as currently one does not exist. Research needs to be done on the establishment of the pool, including but not limited to reaching out to other entities and cities for guidelines. Alderwoman Sandee Schneider made a motion for policy input and to be adopted at a later time. Alderwoman Ursula Estrada seconded the motion, all in favor. Motion carried.

Agenda Item # 9: Discussion from Jan Sims regarding landscaping around swimming pool.

Ms. Jan Sims expressed concerns of the current state of landscaping around the city pool. Mayor Yates explained agreed that the weeds need to be addressed and stated that city employees will get them removed. She further explained that permanent landscaping would be addressed after the construction of the new pool house.

Agenda Item # 10: Discussion from Richard Humphrey on development of airport.

Mr. Richard Humphrey inquired about possibility of building new hangars due to new citizens moving to this area and their interest in them. Mr. Humphrey proposed to build T-style hangars on the north end of the airport and to look at the south side between old hangar and fence line and to entertain the idea of building some larger hangars.

Agenda Item # 11:

Monthly Reports:

- A. City Hall Monthly Report.** No Questions. Mayor Yates states that according to Mr. Todd Choate the application received for his position was not a likely candidate as the individual did not have the required licenses. The application is available for council to review.
- B. Street Department Monthly Report.** No Questions- the street department noted that the dump truck is in the shop for a new transmission and the front-end loader is being checked due to shavings found in the wheels but is under warranty with Yellowhouse.
- C. Chief of Police Monthly Report.** No Questions. Chief Geyer stated that the Micro-dump is full and there can be no more tearing down of houses. She is doing elevations studies to see if land owned by the city can be used for future use. TCEQ approval is required. If no land available or approved, homeowners will bear responsibility to tear down and legally dispose of.
- D. Municipal Judge Monthly Report.** No Questions

Agenda Item # 12: Consent Items:

A. Approval of Bills.

Aldерwoman Sandee Schneider made a motion to approve and pay bills. Alderman Clayton Woffenden seconded the motion, all in favor, motion carried.


B. Approval of Minutes.

Alderman Clayton Woffenden made a motion to accept the minutes from the February 22, 2021 council meeting. Aldерwoman Ursula Estrada seconded the motion, all in favor, motion carried.

Agenda Item # 13: Adjourn meeting.

Aldерwoman Sandee Schneider made a motion to adjourn the meeting at 7:05 p.m. Aldерwoman Ursula Estrada seconded the motion, all in favor, motion carried.

Attest:


Acting City Secretary, Sheila Lincoln


Mayor, Lisa Yates

