



**INGRAM CITY COUNCIL AGENDA
MINUTES OF REGULAR MEETING
ON TUESDAY, FEBRUARY 7, 2023**

The meeting facility is wheelchair accessible and accessible parking spaces are provided. Requests for accommodations or interpretative services must be made to the City Secretary 48 hours prior to this meeting. Please contact the City Secretary's office at 830-367-5115 for further information.

CALL TO ORDER:

On February 7, 2023, at 6:02 P.M., the Ingram City Council Regular Meeting was called to order by Mayor Claud Jordan at City Hall, 230 Hwy 39, Ingram Texas.

ROLL CALL:

Mayor Claud Jordan-Present
Mayor Pro Tem Rocky Hawkins-Absent
Councilman Robert Kimbrough- Present
Councilman David Britton-Present
Councilwoman Twanda Brown-Present
Councilman Ray Howard-Absent

CITY STAFF:

Police Chief Glenn Juenke - Present
City Secretary Ruby Nix - Present

Prayer: Mrs. Linda Sevey

1. CITY EVENTS, ANNOUNCEMENTS AND PROCLAMATIONS:

Hiring a public works supervisor.

We have 3 councilmember spots that are up for election. Candidate packets will be available for pick up at City Hall from the City Secretary starting tomorrow, January 18, 2023.

We held a public hearing on February 1, 2023 regarding the 2023-2024 Texas Community Development Block Grant Program.

**2. VISITORS/CITIZENS FORUM: COMMENT PERIOD-LIMITED TO THREE (3)
MINUTES TOTAL: None**

3. CONSENT AGENDA:

Possible action to approve minutes from Ingram City Council Regular Meeting held on January 17, 2023. Councilman Britton made a motion to approve these minutes. Councilman Kimbrough seconded the motion and the motion carried 3-0 votes.

DB – aye
RK – aye
TB – aye

Possible action to approve minutes from Ingram City Council Special Meeting held on January 26, 2023. Councilwoman Brown made a motion to approve these minutes. Councilman Kimbrough seconded the motion and the motion carried 3-0 votes.

DB – aye

RK – aye

TB – aye

4. CONSIDERATION AND POSSIBLE ACTION ON BUSINESS ITEMS:

4. A. Phase III Wastewater update. (Greg White) *Rescheduled to now come to council meetings on the 3rd Tuesday.*

4. B. Mr. Dickie and Ms. Russell of 119 Mineola St wish to speak to council regarding road conditions and damages to lawn and trees on their property by phase III construction. Mr. Dickie advised that every oak tree on his property has gauges in them that have subsequently killed the trees. The dirt has been contaminated. He has pictures of before and after the construction started. The road conditions are horrible. There are big holes the road that cause drivers to have to go 5 mph or less. *Tabled – speaker will send pics of damages to the city secretary to print out for council.*

4. C. Dennis Dunn of 118 Hillside Dr would like to speak with council regarding road conditions. *No show*

4. D. City West Church (Evelyn Miller) Mrs. Miller asks the City to Councilman to use the yearly average of \$342.60 as the cost for November and put the remainder of the \$1898.97 as a credit to their account. Mrs. Miller also stated that she had spoken with Ruby and is in favor of balanced budget billing, so the bill is a consistent amount rather than the way it is now. Kimbrough made the motion to bill City West Church \$342.60 for the month of November when they had a major leak that Aqua Texas was unable to turn the water off to for two months. An auto draft payment of \$1898.97 had already been taken from the church's account. Therefore, they have a credit balance of \$1556.37. Councilwoman Brown second the motion and the motion carried 3 to 0 votes.

DB – aye

RK – aye

TB – aye

4 E. Balance budget billing of commercial businesses. (G. Juenke/R. Nix) Chief Juenke and Ruby have been working together on a way to make it easier on businesses by having the same amount due each month rather than the way it has been with the math formulas that are in the Caselle system. Ruby took the last two years of each individual business's billing, added the years up separately, divided by 12 and then added those amounts together and divided by 2 to come up with the yearly billing for 2023. We will periodically check the meters and retabulate to see if the usage remains on the same trend. Should it change then the 2024 billing statements would be raised or lowered per each business. Councilwoman Brown made the motion to approve balance budget billing for commercial accounts. Councilman Britton seconded the motion and the motion carried 3 to 0 votes.

DB – aye

RK – aye

TB – aye

4 F. Wastewater language and increase to late fee amount. (G. Juenke/R. Nix) *Tabled*

4 G. TML Benefit change (R. Nix) Councilman Kimbrough made the motion to approve for employees to start receiving medical benefits at the end of 30 days do to TML Health changing its policy to start billing new hires at the end of their first 30 days of hire. Councilman Britton seconded the motion and the motion carried 3 to 0 votes.

DB – aye

RK – aye

TB – aye

4 H. House next door, storage, yard sale (R. Nix) The house next door has become a catch all for a number of old monitors and other office equipment. I propose that we sell these items and donate what we can't. Mayor Jordan suggested making this into a Community Yard Sale. Councilman Kimbrough made the motion to approve having a yard sale to sell surplus equipment. The suggestion was also made that this could be turned into a community yard sale. Councilman Britton seconded the motion and the motion carried 3 to 0 votes.

DB – aye

RK – aye

TB – aye

5. ORDINANCES AND RESOLUTIONS: None

6. STAFF REPORTS:

6. A. City Secretary report. (R. Nix) There were a number of customers that have changed from auto draft payments due to the glitch that was in the banking system that caused not all of the customers payments to be drafted. That caused a double draft to occur in January. The website as well as the new billing statements have been updated to reflect the Bureau code that will be needed for customers to pay by phone, and advising that the "reference number" will be their account number. Now that this information has been disseminated to the customers, HCTC is able update our phone tree and redirect customers to Certified Payments. The website has also been updated under the municipal court page that should someone choose to pay their fine by phone the correct Bureau Code is listed and the "reference number" would be their name. Pump 2 from Lift Station 1 is at Odessa Pumps being evaluated. HCTC came out and removed the equipment that had been housed in the men's restroom at PD. The vacancy post for PD Administrative Assistant and Public Works Director will be posted in the Daily Times classified section this week. Chief Juenke and I will be attending a Mass Casualty Workshop tomorrow. This is it regards to the Kerr County Mass Casualty Grant that the City agreed to be a part of. The Mayor and I will be meeting with representatives from the Kerrville Wastewater system on Thursday to discuss them placing a meter at Lift Station 1 to be on their SKADA system. This meter would then be used to measure the amount of waste that is sent from Ingram to Kerrville and would take the place of the current meter that is located down at Louis St. I understand that residents are frustrated with the current state of the roads that are in the phase III construction area and the potholes that are in other areas of the city. I've purchased base and schedule D cold patch to get the potholes fixed correctly.

6. B. Police Departments stats and updates. (Chief Juenke) 64 calls for service and 43 citations were given out in January. One of the registered sex offenders has moved out into the county. Court assessed \$3612.40 in fines. Community service hours will be changed to benefit the City of Ingram, not the county. We still have 2 officer openings. We lost our Administrative Assistant due to illness that will keep her from being able to return to work. If anyone knows someone that would be qualified for this

position, please let me know. We had an officer on call during the ice storm and Chief Juenke came up and stayed in the station; so the police department was ready. Update on project management per councils request we are paying a lot of bills via ACH or bill.com to relieve the signers from having to sign checks all the time. Ruby and I have learned a lot about wastewater over the last few weeks. We are also looking into seeing who other companies use for their billing rather than doing inhouse billing. The \$229,000 of COVID money is still just sitting there. Chief Juenke spoke with the Mayor about possibly putting that money into a 6 month cd. There are 16 accounts and we're still trying to figure out which ones have to be separated and are therefore necessary or if those accounts can be closed and combined with another account.

7. **OLD/NEW BUSINESS INFORMATION AND DISCUSSION:** None

8. **INFORMATION AND DISCUSSION:** None

9. **ITEMS FOR FUTURE AGENDAS:**

- 9. A. \$5000 residential tap fee.
- 9. B. HOT funds, use \$41k to build restrooms on the event grounds.
- 9. C. Mr. Dickie, 119 Mineola


10. **EXECUTIVE SESSION:** Mayor Jordan called for an executive session at 6:55

11. **ACTON ON ITEMS DISCUSSED IN EXECUTIVE SESSION, IF ANY:** None. Mayor Jordan called council back into regular session at 7:42.

ADJOURNMENT:

Councilman Kimbrough made the motion to adjourn at 7:42 P.M. Councilwoman Brown seconded the motion and the motion carried 3 to 0 votes.

DB – aye
TB – aye
RK – aye

Approved By:  February 20, 2023
Claud Jordan, Jr., Mayor

Attest: 
Ruby Nix, City Secretary