



**INGRAM CITY COUNCIL AGENDA
MINUTES OF REGULAR MEETING
ON TUESDAY, OCTOBER 18, 2022**

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 October 18, 2022, at 6:01 P.M., the Ingram City Council Regular Meeting was called to order by Councilman Ray Howard at City Hall, 230 Hwy 39, Ingram Texas.

ROLL CALL:

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

CITY STAFF:

City Secretary Casie North
Police Chief Glenn Juenke
Administrative Coordinator Ruby Nix

PRAYER: Councilman Howard

1. CITY EVENTS, ANNOUNCEMENTS AND PROCLAMATIONS:

Trunk or Treat on October 31st starting at 5 p.m. There will also be a Candy Trail through Ingram Loop.
Christmas Parade December 3rd
Taking applications for Blue Santa

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 October 4, 2022.
Councilman Kimbrough made the motion to approve these minutes. Councilman Howard seconded the motion and the motion carried 5-0 votes.
RH-aye
TB-aye
RK-aye
RH-aye
DB-aye

4. CONSIDERATION AND POSSIBLE ACTION ON BUSINESS ITEMS:

4.A. Wastewater Budget and adding a line item for legal services (C. North) *Tabled per C. North*

4.B City website maintenance and social media posts (Cheyanne Hyatt) *Tabled*
Ms. Hyatt advised that she was raised in Mountain Home and grew up in this area. She has worked in marketing for a broad variety of businesses. She recently built the new City website and feels that we can do a better job for the City of Ingram by posting on social media sites as well. This would be an investment for the city but the extra money that could potentially be brought in by the tourism that the social media sites could bring in would out way the cost for the maintenance fee to maintain these sites. Social media is a great way to market what Ingram has to offer to tourists as well as local businesses. Social media can make or break a business depending on whether the sites are maintained with active communication between those who visit the sites and the client themselves. You must be consistent and disciplined with keeping up with the sites to keep the interest of those who come across it, follow it, interact with it, etc. Ms. Hyatt studies the algorithms, demographics and analyses the analytics to see exactly who all is reaching out and then target the marketing towards those people. To run ads, the one maintaining the sites must know how to be creative to grab viewers' attention with ads, pictures, and posts. There are rules that govern the size an ad must be the pixels of the pictures and what aps can be used for said pictures. That is why marketing on social media isn't as easy as people think. I understand that this is an old school town, but this is the way to go to engage people to want to come to Ingram. Leakey is also a small town, but they are booming thanks to good social media sites. Councilman Hawkins made the motion to table this for further discussion later regarding the \$500 monthly fee. Councilwoman Brown seconded the motion and the motion carried 5-0 votes.

RH-aye

TB-aye

RK-aye

RH-aye

DB-aye

4.C More detailed itemized bids detailing exactly how much flooring will be placed in the Police Department and City Hall offices (removal of the carpeting and replacing it with laminate wood flooring). (C.North) *Tabled*

Mrs. North advised there's approximately 2700 square foot of flooring that we're requesting to be replaced for the city hall offices/hallway and the police department. The total itemized bid that was provided by the only contractor that turned it upon request is \$13,978 for materials and labor. There had initially been three bids turned in, but they weren't itemized and one of those bids quoted \$40k for materials and labor, another quoted \$19k. We allotted \$25K to go towards building repairs/maintenance so there would be \$11,0022 left over for paint if we go with the contractor who turned in the itemized bid. Councilman Hawkins stated he doesn't feel like this is a priority right now with the roads that we need to work on. Councilwoman Brown also commented that she feels that we need an overall plan for improvements due to it being mentioned before about moving some walls in the city hall offices or reallocate any of the areas before we put down any flooring. Councilwoman Brown made the motion that the flooring request be tabled. Councilman Britton seconded the motion and motion carried 5-0 votes.

RH-aye

TB-aye

RK-aye
RH-aye
DB-aye

4.D. Holiday calendar. (G. Juenke)

Chief Juenke proposed the 2023 Holiday schedule for the City of Ingram employees. No one is able to locate the approved calendar for 2022 therefore not everyone knew that Columbus Day was a city holiday. He did a lot of research and discovered that San Antonio has 16 paid holidays and Kerr County has 13. Based on these findings he proposed that the City of Ingram have 12 scheduled holidays in accordance with federal holidays and one floating holiday for a total of 13 paid holidays. The floating holiday will not be available to employees hired on or after July 1st of the year of hire. Councilman Howard made a motion to approve these dates. Councilwoman Brown seconded the motion and the motion carried 5-0 votes.

RH-aye
TB-aye
RK-aye
RH-aye
DB-aye

4.E. Residential Wastewater SAF and tap fee (C. North) *Tabled*

Mrs. North reported that there is currently not a residential fee for connecting to the sewer. It is a commercial fee of \$3800 for the SAF and \$1200 for connecting to the tap. Whomever pays this fee still has to pay for their plumber to do the work. Mrs. North is requesting that the council consider whether they want to continue to charge residents this commercial rate or if they want to lower those rates for residential service. Councilman Hawkins advised that he feels that we need to investigate lowering this for residential due to the fee amount seems to be rather high. Councilman Hawkins made the motion to table this until after council has had a workshop to work out what this fee should be lowered to for residents. Councilman Howard seconded this motion and the motion carried 5-0 votes.

RH-aye
TB-aye
RK-aye
RH-aye
DB-aye

4.F. Salaries (G. Juenke) *Tabled per G. Juenke*

4.G. Bids for City Park Electrical line(s) installation (R. Nix)

Mrs. Nix requested that the council approve paying \$79.56 to place an ad in the Kerrville Daily times requesting the following:

The City of Ingram is seeking itemized bids to run a new electrical conduit, electrical lines, and 3 non-GFI plugs with weatherproof dome covers at our City Park. Contact Ruby Nix at 830-367-2636, to schedule a time for consultation. Councilman Howard made the motion to approve this ad to be placed in the Kerrville Daily Times. Councilman Hawkins seconded the motion and the motion carried 5-0 votes.

RH-aye
TB-aye
RK-aye
RH-aye
DB-aye

5. ORDINANCES AND RESOLUTIONS: None

6. STAFF REPORTS:

6.A. Police Department stats and updates. (Chief Juenke)

So far for the month of October we've had 24 calls for service; while Lieutenant Senger was out for a well-deserved vacation Chief Juenke responded to 7 of these calls himself on Columbus Day. We've addressed 54 traffic violations, 1 criminal violation and arrested people for warrants that were out of Kerr County and Kerrville. Chief Juenke went over the expenses that the police department has incurred and paid since the start of this fiscal year which included getting new ID badges. We will need to amend the budget in regard to the printing contract due to that cost being \$6,000 rather than the \$3,000 that was initially budgeted.

This past Friday Chief Juenke and Mrs. Nix handled a child custody issue that involved a 2-year-old child that had been absconded by the maternal aunt whom since the date of his birth had been moving around to keep the child from his biological father. The father and his mother brought in paperwork showing that he has obtained legal custody of his son. This civil issue is usually handled by county constables; however, none were available to handle this situation on this day. Therefore, with the due diligence of our dispatcher, Mrs. Nix, and myself we were able to facilitate the recovery of the child to the custodial father.

6.B. City Secretary report. (C. North) *Mrs. North had nothing further to add regarding her secretary's report.*

7. INFORMATION AND DISCUSSION:

Councilwoman Brown felt that they couldn't hold the workshop regarding the Eclipse due to it not being placed on the agenda that it would be held after the council meeting to make the public aware that it would be going on. However, a representative of the Hill Country Arts Foundation was in the audience specifically for the after-meeting workshop. Mrs. Peterson was allowed to speak to the council to inform them of the plans that the Arts Foundation has for their location regarding this future event. Mrs. Peterson advised that for the Ring of Fire Eclipse in October 2023 they plan on having a small festival on their grounds that would include parking, food trucks, and a live concert at the amphitheater. For the Total Eclipse in April 2023, they are looking at having space for 250 vehicles to be parked on their grounds, camping/rv spots, and bus parking. They, the Arts Foundation, concurs that they need to work with the city to make sure that they are doing things in accordance with keeping the community safe.

8. ITEMS FOR FUTURE AGENDAS:

Consider possibly adding April 8, 2024, to the City Holidays due to this being the big Eclipse date.

9. EXECUTIVE SESSION: None

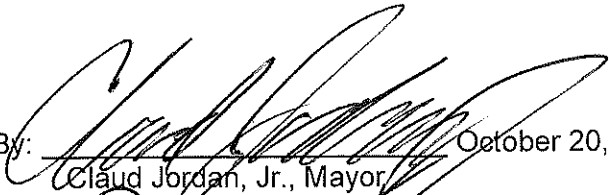
10. ACTION ON ITEMS DISCUSSED IN EXECUTIVE SESSION, IF ANY: None


ADJOURNMENT:

Councilman Hawkins made the motion to adjourn the meeting at 6:58 p.m. Councilman Howard seconded the motion and the motion carried 5-0 votes.

RH-aye

TB-aye
RK-aye
RH-aye
DB-aye

Approved By:  October 20, 2022
Claud Jordan, Jr., Mayor

Attest: 
Ruby Nix, Administrative Coordinator