



**INGRAM CITY COUNCIL AGENDA
MINUTES OF REGULAR MEETING
ON TUESDAY, OCTOBER 4, 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 4, 2022, at 6:01 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-Absent
Councilwoman Twanda Brown-Present
Councilman Ray Howard-Present

CITY STAFF:

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

PRAYER: Councilman R. Howard

1. CITY EVENTS, ANNOUNCEMENTS AND PROCLAMATIONS:

The First Thursday meeting will be held Thursday, October 6, 2022.
ITM Homecoming Parade on October 14th.
Trunk or Treat on October 31st.

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 September 20, 2022. Ray Howard made the motion to approve these minutes. Twanda Brown seconded the motion and the motion carried 3-0 votes.

TB-aye
RK-aye
RH-aye

Possible action to approve minutes from Ingram City Council Special Meeting held on September 27, 2022.

Ray Howard made the motion to approve these minutes. Twanda Brown seconded the motion and the motion carried 3-0 votes.

TB-aye

RK-aye
RH-aye

4. CONSIDERATION AND POSSIBLE ACTION ON BUSINESS ITEMS:

4.A. Phase III Wastewater Update (Greg White)

Mr. White advised that they are currently on week 21, they started on May 17, 2022, and have approximately 6,000 feet of pipe laid, and 23 manholes have been installed. Currently working on Mineola St in an easement that's in the woods, which is line C on the plans that he displayed on the big monitor for the council and citizens to see. Mr. White also provided pictures of the batting, which is a certain type of rock called 57 stone which is a harder base, that is used at the bottom of the trenches. They continuously check the levels and slope to make sure that everything is running downhill. Mayor Jordan asked for verification that there is 9' of separation between water lines and sewer lines. Mr. White advised that the holes are 14' deep and that they are going under the water lines and that he checks to see if there are exceptions in some instances before a pipe is placed. Mr. White stated that he would double-check the ruling on whether it needs to be more than 3' of separation when the sewer pipe is placed below the water lines and will report back on that confirmation. Mr. White did confirm that all the sewer taps are over 9' away from the water taps. Mayor Jordan then asked if special material is being used when they are back across the road or if they are "flow by" filling it. Mr. White advised that he's currently focused on the density and the roads are torn up while they are back off the roads. They do have a strong spec book for density testing. He's sure that when they go back across the road, they'll use a "flowable" fill. Velma St is currently a gravel road. They'll do nuclear testing to check the density to see if the road needs to be dug back up before laying the asphalt and finishing. As soon as he gets the reports back from Rock Engineering, he will provide those test results to the council. They have also been able to dig under some oak tree's root balls to save them from being cut down. Mayor Jordan asked about the line to nowhere and Mr. White advised that he still doesn't have a price placed on it yet, but it should all work out in the end. The project managers would be able to answer that question better. Currently, there are only 3 properties that have deviated and one of those has already decommissioned its septic tank.

4.B Wastewater Budget (C. North)

Mrs. North advised we, the City of Ingram, are not charging enough for Wastewater and therefore we are negative each year. The rates in Kerrville just went up on Saturday, October 1st. On October 14, 2022, at 9:30 a.m. Mayor Jordan and Mrs. North will be meeting with Mr. Stewart with the City of Kerrville to discuss Wastewater services. After the Wastewater account has been reconciled, we need to revisit this in order to amend that budget so that we stop being negative each year. Mr. Kimbrough stated that when they raised the rates last time it was supposed to take care of the deficit. Mayor Jordan advised that it was supposed to have fixed it, but since they raised the rates again it's not enough. Councilwoman Brown stated the agreement that they signed stated that it was a "wholesale agreement" so therefore we should not be paying commercial prices. At the previous meeting that had been attended by Chief Juenke, Mrs. North, and Mayor Jordan, Mrs. Behrens with the City of Kerrville advised that there had been documentation given to the previous City Administrator that was not conveyed properly to the council regarding a valve calibration issue. This notification was sent to the City of Ingram via registered mail and was signed for by Mark Bosma. This

miscalculation ended up being beneficial to the citizens of Ingram for years in that the City wasn't being charged the correct amount that was due to the City of Kerrville. Once this calibration issue was rectified that's when the price for Wastewater was previously increased. However, that amount was still incorrect therefore the City of Ingram has been covering most of the Wastewater bill because the amount billed to the citizens has still been too low to cover the actual amount owed to the City of Kerrville. Chief Juenke worked with Mrs. North on the Wastewater budget and the highlighted area shows that it's grossly off. It's been off quite a bit based on previous information given from past budgeted projected amounts of what would be brought in versus what was actually brought in and what had to be paid out. The last four years the Wastewater budget was -\$50,000, -\$99,000, -\$249,000, and -\$15,000. FY 2022 budget estimated that \$318,000 would be paid in for Wastewater usage that in turn would be paid to the City of Kerrville but what has come in is only \$145,000; we'll know by October 15th what the actual is. Chief Juenke and Mrs. North are still working on figuring out where the money came from to make up the difference between what was paid in by the citizens and what was paid out to the City of Kerrville.

4.C. Randy Bass regarding Wastewater billing.

Mr. Bass's place of business has one toilet and one sink in it. The well at his house ran dry so he's been hauling water from his business to his home which incurred him using 17,000 gallons of water. Due to this his sewer bill has gone from traditionally only being \$58 a month to well over that for water that didn't go down the sewer. Mr. Bass stated that after the rain his well started pumping water again. Mayor Jordan and Councilwoman Brown both stated that this is something that needs to be fixed (citizens being billed for sewer via their water usage). Mrs. North asked Mr. Bass how many times he'd been credited for overage charges, and he stated that he had asked and received credit once before back in July. Ray Howard made the motion to approve the credit of \$89.53. Robert Kimbrough seconded the motion and the motion carried 3-0 votes.

TB-aye

RK-aye

RH-aye

4.D. Discuss how to generate revenue from the astrological events that will occur in 2023 and 2024. (C. North)

Mrs. North showed some examples of souvenir t-shirts and 3d glasses. She also brought up the need for port-a-pots and first aid tents. Councilman Howard suggested putting ads out for food trucks, to which Mayor Jordan stated that he believes that the Point Theatre may be doing that. Mayor Jordan also advised that he believes the owner of the Creek Boutique has rented out the City Park for this event. Lt. John Senger recommended that we hire some off-duty officers for roaming security in the parking area for extra security and protection for the one collecting the parking fees. Chief Juenke and Lt. Senger also suggested that we meet with the group from the First Thursday Meeting to discuss these events so that things would not be duplicated. Councilman Howard also brought up the need for dumpsters and cleanup. It was decided to have a workshop meeting after the council meeting on October 18th.

4.E. Trunk or Treat purchases. (C. North)

Mrs. North showed some options for Trunk or Treat souvenirs like trick-or-treat bags with the cost with and without a City of Ingram logo. Ms. Bridgett Dale advised that last year there

were 300 children who participated in the Trunk or Treat. Mayor Jordan stated that we could probably get a septic tank company to sponsor the purchasing of these bags.

4.F. Changing banks from Security State Bank to Guadalupe Bank. (C. North)

Mrs. North proposed that we change banks due to the former bank having issues with employees that continue to discuss other people's accounts openly and they also don't work with QuickBooks. Guadalupe Bank integrates with QuickBooks and offers a higher cd return. Mayor Jordan stated that we need to also go from several accounts to one for Wasterwater, one for the general fund, one for the ARPA funds, and one for the cd accounts. Twanda Brown made a motion to switch banks from Security State Bank to Guadalupe and to consolidate the 3 accounts that were discussed. Ray Howard seconded the motion and the motion carried 3-0 votes.

TB-aye

RK-aye

RH-aye

4.G. Website maintenance and social media posting monthly fee of \$500. (C. North)

Mrs. North advised that the website is live. Citizens can now make their Wastewater and fine payments online. Ms. Cheyanne Hyatt is offering to continue maintaining the website by posting agendas, minutes, upcoming events, and stories regarding local people and businesses, as well as posting information to various social media sites for \$500 per month. Ray Howard made a motion to table this until after Ms. Hyatt has had the opportunity to come in and address the council on what she's proposing. Robert Kimbrough seconded the motion and the motion carried 3-0 votes.

TB-aye

RK-aye

RH-aye

5. ORDINANCES AND RESOLUTIONS: *None*

6. STAFF REPORTS:

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

Chief Juenke reported that IPD has run 55 calls for service and KCSO has run 31 calls in our area. With the move of the Annex, the Sheriff's Department has picked up all of its equipment, so the KCSO west Deputies are no longer housed in our police department however they are still welcome to use the facilities if they are needed. There have recently been rumors that we aren't running our calls that the school district officers are, this is incorrect and fabricated. We've worked several motor vehicle accidents that have occurred in the morning hours so be careful when driving east into the sun especially if you have a dirty windshield. Lt. Senger and Ofc Perkins are continuing to investigate the sexual assault of a child. Year to date we've had 1129 calls, 219 warnings, and 445 citations. Chief Juenke publicly recognized Lt. John Senger who stayed on after all the other officers left with Carol Twiss. He has been the adhesive of the department. We held a surprise promotional ceremony from Sergeant to Lieutenant for John Senger so that his children could participate by pinning on his new rank badge. We have a new employee who's coming to us with 12 years of experience with the San Antonio Park Police starting on Monday. We also have another employee starting in mid-October with 17 years of experience from Washington state. We all have our own fortes that are different in every area of law enforcement therefore we are going to be well-rounded.

We have a female candidate who is also a veteran officer from Washington state as well who currently resides in Bandera and is in the AACOG Police Academy. We have made her a conditional offer; we are in competition with local area law enforcement agencies. However, she prefers working in small police departments so that is something that is in our favor. Nationwide there is a retention problem with retaining employees. The men, and possible woman, that we have hired are right on par with the community-oriented policing that we believe in. Ruby Nix, the Administrative Coordinator really keeps us in line. She helps me greatly as well as the City Secretary with her institutional knowledge.

We have had some walk-ins that have already donated candy as well as a check from a company from Bandera for Trunk or Treat.

Chief Juenke suggested we get the word out to area schools for kids that need community service hours for the organizations that they are in that would probably love to help/volunteer with the astrological events.

Lieutenant Senger and Chief Juenke were asked to attend a luncheon to meet with a ladies' church group at Hope Fellowship who asked about volunteering to help the police department. Chief Juenke will be working on a volunteer program to get these ladies' backgrounds checked so that they will be able to come in and volunteer for a few hours.

Mayor Jordan expressed his appreciation for Lt. Senger for sticking with the City of Ingram and congratulated him on his promotion.

6.B. City Secretary report. (C. North)

Mrs. North advised that she had collected bids for flooring replacement. The first bid displayed the cost for the replacement flooring for the council chambers, city hall, and the police department with labor. The two bids were just for the city hall and the police department labor cost only, the city would have to buy the flooring. There is \$30,000 budgeted for building maintenance and repairs. Ray Howard made a motion to table this until after more itemized proposals are given to the council to review. Twanda Brown seconded the motions and the motion carried 3-0 votes.

TB-aye

RK-aye

RH-aye

7. INFORMATION AND DISCUSSION: *None*

8. ITEMS FOR FUTURE AGENDAS:

Wastewater Budget

Flooring

Website Maintenance

9. EXECUTIVE SESSION:

Mayor Jordan called for an executive session at 7:18 p.m.

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

The regular meeting was called back into order by Mayor Jordan at 8:20 p.m.

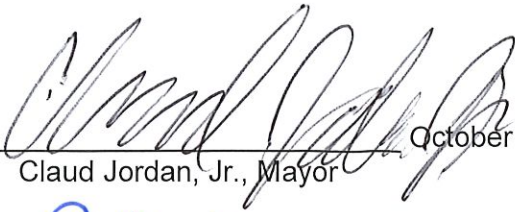
ADJOURNMENT:

Robert Kimbrough made the motion to adjourn the meeting at 8:24 p.m.. Ray Howard seconded the motion and the motion carried 3-0 votes.

TB-aye

RK-aye

RH-aye

Approved By:  October 11, 2022
Claud Jordan, Jr., Mayor

Attest: 
Ruby Nix, Administrative Coordinator